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PART IV-B

Rules and Orders (Other than those published in Parts I, I-A, and I-L) made
by the Government of Gujarat under the Gujarat Acts

EDUCATION DEPARTMENT

NOTIFICATION

Sachivalaya, Gandhinagar, 30th July, 2024

GUJARAT PUBLIC UNIVERSITIES ACT, 2023.

No. GH/SH/40/GCU/2024/19/KH.1:- In exercise of the powers conferred by sub-section (8) of section 21 of the Gujarat Public Universities Act, 2023 (Guj. 15 of 2023), the Government of Gujarat hereby prescribes the following uniform Statutes to be followed by all the Public Universities, namely: - the Maharaja Sayajirao University of Baroda, the Gujarat University, the Sardar Patel University, the Veer Narmad South Gujarat University, the Saurashtra University, the Maharaja Krishnakumarsinhji Bhavnagar University, the Hemchandracharya North Gujarat University, the Dr. Babasaheb Ambedkar Open University, the Krantiguru Shyamji Krishna Verma Kachchh University, the Bhakta Kavi Narsinh Mehta University and the Shri Govind Guru University in the State of Gujarat.

CHAPTER I

PRELIMINARY

1. (1) These Statutes may be called 'The Gujarat Public Universities Uniform Statutes, 2024'. Short titles,
commencement
and
applicability.
- (2) These Uniform Statutes shall come into force on such date as the State Government may, by notification in the *Official Gazette*, appoint.
- (3) These Uniform Statutes shall be applicable to the Universities governed by the Gujarat Public Universities Act, 2023, conducted, constituent and affiliated colleges/ recognised institutions/ learner support centres and recognized institutions.
2. In these Statutes, unless the context otherwise requires, - Definitions.
 - (1) "ABC" means Academic Bank of Credit;
 - (2) "Academic Board for Quality Improvement" means a Board created at each university for improving quality of research, training, education and extension activities at the university;
 - (3) "academic services unit" means university science and instrumentation centre, academic staff college, computer centre, university printing press or any other unit providing specialised services for the promotion of any of the objectives of the university;
 - (4) 'Act' means the Gujarat Public Universities Act, 2023;
 - (5) "adjunct professor", "adjunct associate professor" or "adjunct assistant professor" means a person from industry, trade, agriculture, commerce, social, cultural, academic or any other allied field who is so designated during the period of collaboration or association with the university;
 - (6) "affiliated college" means a college which has been granted affiliation by the university;

- (7) “aggrieved student” means a student who has any complaint in the matter concerned with the grievances defined under this statute and includes a person seeking admission to a university or college or recognized institution of higher education;
- (8) ‘Agreement’ means the agreement of the service to be executed by the teacher appointed by the University in the written contract entered into between the teacher and the Competent Authority/Officer or the person authorised;
- (9) ‘Annexure’ means a section or table of subsidiary matter at the end of these Statutes;
- (10) ‘Appointing Authority’ means the authority competent to make the appointments;
- (11) “authorities” means the authorities of the university as specified by or under the Act;
- (12) “autonomous college”, “autonomous institution” or “autonomous department” means a college, institution or department to which autonomy is granted and is designated to be so by these Statutes;
- (13) “autonomy” means a privilege of the university conferred by these Statutes to permit a college, institution or a university department to conduct academic programme, examinations and develop syllabus for the respective subjects. A college, institution or a university department, which has been granted autonomy shall have full academic, administrative and financial autonomy subject to the provisions of University Grants Commission (UGC);
- (14) “AYUSH” means Ayurveda, Yoga and Naturopathy, Unani, Siddha and Homoeopathy;
- (15) “B.Ed.” means Bachelor of Education;
- (16) “bodies” means the bodies of the university formed by the respective authorities;
- (17) “BoM” means Board of Management;
- (18) “CABE” means Central Advisory Board of Education;
- (19) ‘Cadre’ means strength of the service or a part of service, sanctioned as a separate unit, by the University Grants Commission and accepted by the University, from time to time;
- (20) “CBSE” means Central Board of Secondary Education;
- (21) “CIET” means Central Institute of Educational Technology;
- (22) “Clear days” means days excluding the day of issue of notice of the meeting and the day of the meeting;
- (23) ‘Coaching Classes’ means the teaching activities undertaken privately by individual or by a group of teachers other than his/their regular duties at any place for any Certificate, Diploma, Degree or any other course of any University/Institution/Board;
- (24) “collaboration” means collaborative academic activity of the university or college or institution with other universities, academic institutions including local, regional, national or international institutions, research institutions and organisations in the field of agriculture, industry, trade

and commerce, sports, social, cultural, science, technology and any other such field;

- (25) “college” means a college constituted by the university, or affiliated to the university, situated in the university area;
- (26) “College Grievance Redressal Cell (CGRC)” means a Cell constituted under this Statute, at the level of a college or recognized institution, as the case may be;
- (27) “Common Board for Quality Improvement” means a Board created for the purposes of improving quality of research, training, education and extension activities at the Universities;
- (28) “community college” means an institution providing skill-based expert academic programme as prescribed in these Statutes;
- (29) ‘Compensatory Allowance’ means allowance granted to meet personal expenditure necessitated by the special circumstances in which duty is performed;
- (30) ‘Competent Authority’ means the authority constituted under provisions of this Act competent to exercise different powers under the Act and/or in these Statutes;
- (31) “conducted college” means a college maintained and managed by the university;
- (32) “Constituent College” means a college or an institution maintained by the University;
- (33) ‘Continuous Service’ means service rendered by the teacher, under the Appointing Authority or Authorities, without any break or with condoned break(s) by competent authority;
- (34) “Convocation” means a ceremonial assembly of a University, normally held for conferring degrees, diplomas, certificates, academic distinctions and other awards to its eligible candidates;
- (35) “Course” means a program focused on improving the skill and knowledge of a participant, offered by and it is directed toward a degree program;
- (36) “Dean/s” means the Dean/s of the University appointed as per the Act;
- (37) “declared admission policy” means such policy for admission to a course or program of study as may be offered by the university or college or recognized institution and published in the prospectus;
- (38) “De-Notified Tribes (Vimukta Jatis)” means tribes declared as such by the State Government, from time to time;
- (39) “department” means a department conducting research, providing consulting and extension services, and teaching a particular subject or a group of subjects in a college and university as prescribed in these Statutes;
- (40) ‘Departmental Committee’ means committee constituted for the University Schools, University Departments, Conducted Colleges and University Institutions under these statutes;
- (41) “Department Grievance Redressal Cell (DGRC)” means a Cell constituted under this Statute;

- (42) “Director” means a head of an institution including a centre or a school of the university as designated by the Board of Management or a head of a recognised institution;
- (43) “Director of Higher Education” and “Director of Technical Education” means respectively Director of Higher Education, Gujarat State and Director of Technical Education, Gujarat State;
- (44) ‘Disciplinary Authority’ means the Authority or the Officer authorised to take disciplinary action against the teacher, except otherwise provided in the Act;
- (45) ‘Duty’ means the compliance of the responsibilities the teacher is expected to comply by virtue of his taking a job as a teacher or assuming an office as provided in these Statutes;
- (46) “e-Learning Material” means and includes contents in the form of structured course material, as a part of one or more courses in the Online Programme, in digital format delivered through Learning Management System, which is inter alia self-explanatory, self-contained, self-directed at the learner, and amenable to self-evaluation, and enables the learner to acquire the prescribed level of learning in a course of study, but does not include text-books or guide-books; as defined in these regulations;
- (47) ‘Emolument’ means salary, subsistence allowance or compensatory allowance, if any, payable to the teacher and includes any remuneration of the nature of salary received in respect of foreign service;
- (48) ‘Employee’ means, an individual who works for employer; university / an institution /a college during employment with recognized rights and duties assigned.
- (49) ‘Employer’ means, a university / an institution /a college that hires employees offering salary in exchange for the assigned work of teaching and or work assigned thereof”
- (50) “Empowered Autonomous College” means an autonomous college that is approved by the University Grants Commission (UGC) as a College with potential for Excellence or College of Excellence, which has high level grade as specified by the Government by notification in the Official Gazette as has been given the status of Empowered Autonomous College by the Authority under these Statutes, with a power to grant degree of such College jointly with the affiliating University;
- (51) “Empowered Autonomous Cluster Institutions” means a group of autonomous colleges or institutions of the same management or educational society which includes the colleges or institutions, identified by the University Grants Commission (UGC) as College with potential for excellence or College of Excellence, which have high level grade as specified by the Government by-notification in the Official Gazette as has been given the status of Empowered Autonomous Cluster Institution by the Authority under these Statutes, and is empowered to grant a joint degree with the affiliating University;
- (52) “Empowered Autonomous Skills Development College” means, a college which has been recognised by the university for conducting the skills

development programmes as prescribed by the university as per the National, State Level policy regarding Skills Qualification and Education Framework and which is given the status of Empowered Autonomous Skills Development College by the university to which it is affiliated/constituted and is empowered to grant a joint degree, certificate, diploma and advanced diploma with the affiliating university;

- (53) 'Expert' means and includes any person having attained certain level of recognised excellence and expertise in the form of teaching and/or research in the University and/or Colleges/Recognized Institutions, deemed Universities and such other institutions/organisations recognised by statutory bodies in the country or abroad;
- (54) "Faculty" means the principal academic coordinating authority of the university in respect of studies and research in relation to the subjects included;
- (55) 'Family' means the wife or husband of the teacher, as the case may be, legitimate children including adopted children, step children, parents, sisters and brothers, if residing with and wholly dependent on him/her;
- (56) "fee" means tuition fees, other fees and charges, including developmental charges; paid for imparting education;
- (57) 'First Appointment' means the appointment of the teacher who is not holding any appointment, for the time being, under the University, Institution, even though he may have previously held any such appointment either temporary or on tenure basis;
- (58) 'Foreign Service' means service in which the teacher receives his salary, with the sanction of the Competent Authority, from any source other than funds and finance of the University;
- (59) "GCED" means Global Citizenship Education;
- (60) "GER" means Gross Enrolment Ratio;
- (61) 'Government' means the Government of Gujarat unless otherwise;
- (62) "Graduation Ceremony" means ceremonial assembly of an affiliated college/recognised institution held for distributing degrees, diplomas, certificates and other awards to its eligible students;
- (63) "grievances" include the following complaints of the aggrieved students, namely: —
- (a) making admission contrary to merit determined in accordance with the declared admission policy of the State and university;
 - (b) irregularity in the admission process by the university or college or recognized institution;
 - (c) refusing admission in accordance with the declared admission policy as published in prospectus;
 - (d) publishing any information in the prospectus, which is false or misleading, and not based on facts;
 - (e) withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with the university or college or recognized institution by a person while seeking admission in such university or college or recognized institution, with a

view to induce or compel such person to pay any fee or fees in respect of any course or program of study which such person does not intend to pursue;

- (f) demand of money in excess of that specified in the declared admission policy or approved by the competent authority to be charged by such university or college or recognized institution;
- (g) breach of the policy for reservations in admission as may be applicable;
- (h) insisting upon students to submit the original academic and personal certificates and testimonials like mark sheets, school leaving certificate and other such documents at the time of admission, wherever such original documents are not compulsorily required;
- (i) complaints of alleged discrimination of students on the grounds of gender, race, caste, class, creed, place of birth, religion and disability;
- (j) non-payment or delay in payment of scholarships to any student by the university or college or recognized institution after receiving the same from concerned authority;
- (k) non-adherence of rules of refund of fees in case of cancellation of admission;
- (l) undue delay in conduct of examinations or declaration of results beyond that specified in the academic calendar;
- (m) failure to provide student amenities as may have been promised or required to be provided by the university or college or recognized institution;
- (n) non-transparent or unfair evaluation practices;
- (64) 'Grievances Committee' means the Grievances Committee constituted under the Act;
- (65) "He" refers to all the genders;
- (66) "He/She" refers to gender-specific personal pronouns;
- (67) "Head of the University Department", "Head of the Institution" and "Head of the College Department" means respectively, a Head of the University Department, a Head of the Recognised Institution and a Head of the College Department, as prescribed in these Statutes;
- (68) "HECI" means Higher Education Commission of India;
- (69) "HEGC" means Higher Education Grants Council;
- (70) "HEI" means Higher Education Institutions;
- (71) "higher education" means the pursuit of knowledge beyond learning at the stage of higher secondary school education;
- (72) 'Holiday' means a Sunday or any other day declared as holiday by Government or by the University;
- (73) 'Honorarium' means recurring payment granted to the teacher by the University, for special work of occasional or of intermittent character;
- (74) "Hostel" means a place of residence for the students of the university or a college or an institution, provided, established, maintained, by the university or college or institution, as the case may be;
- (75) "institution" means an academic institution of learning, other than a college, associated and admitted to the privileges of the university;

- (76) “Institutional Grievance Redressal Cell (IGRC)” means a Cell constituted under this Statute;
- (77) “interdisciplinary studies” means the combined academic studies and research in different disciplines as prescribed by this statute;
- (78) ‘Joining Time’ means the time limit prescribed for and the period availed of by the teacher to join a new post and includes period of travel to or from a station to which he is posted or transferred;
- (79) “Learner Support Centre” means a centre established, maintained or recognised by the Higher Educational Institution for advising, counselling, providing interface between the teachers and the learners, and rendering any academic and any other related service and assistance required by the learners (Related to Dr. Babasaheb Ambedkar Open University);
- (80) “Learner Support Services” means and includes such services as are provided by a Higher Educational Institution in order to facilitate the acquisition of teaching-learning experiences by the learner to the level prescribed by or on behalf of the Commission in respect of a programme of study under Open and Distance Learning mode and/or Online mode;
- (81) ‘Leave’ means permission granted by the Competent Authority to the teacher to remain absent from duty;
- (82) ‘Leave Salary’ means the monthly emoluments paid by the University to the teacher on leave;
- (83) ‘Lien’ means title of the teacher who holds substantively, either immediately or on the termination of the period or periods of absence, a permanent post, including a tenure post, to which he has been appointed substantively;
- (84) “management” means the trustees or the managing or governing body, by whatever name called, of any trust registered under the Gujarat Public Trusts Act- 2011, or any society registered under the Indian Societies Registration Act, 1860 or a Company registered under section 8 of the Companies Act, 2013, under the management of which one or more colleges or recognised institutions or other institutions of higher learning, are conducted and admitted to the privileges of the university:
Provided that, in relation to any college or institution established or maintained by the Central Government or the State Government or a local authority like a Municipal Council or Municipal Corporation, it means, respectively, the Central Government or the State Government or the Municipal Council or the Municipal Corporation, as the case may be;
- (85) ‘Medical Authority’ means the Medical Board constituted by the Competent Authority or the Medical Officer of the University;
- (86) “MOOC” means Massive Open Online Course;
- (87) “MoE” means Ministry of Education;
- (88) ‘Month’ means a calendar month i.e. any one of the twelve portions into which the conventional year is divided, or a period from any day in one month to corresponding day of the next calendar month;

- (89) “multidisciplinary studies” means the combined academic studies and research in different streams of a particular discipline as prescribed by these Statutes;
- (90) “MWCD” means Ministry of Women and Child Development;
- (91) “NAAC” means National Assessment and Accreditation Council;
- (92) “NAS” means National Achievement Survey;
- (93) “NBA” means National Board of Accreditation;
- (94) “NCERT” means National Council of Educational Research and Training;
- (95) “NCF” means National Curriculum Framework, National Curriculum Framework for Early Childhood Care and Education (NCFECCE) National Curriculum Framework for School Education (NCFSE) National Curriculum Framework for Teacher Education (NCFTE) and National Curriculum Framework for Adult Education (NCFAE);
- (96) “NCFTE” means National Curriculum Framework for Teacher Education;
- (97) “NCIVE” means National Committee for the Integration of Vocational Education;
- (98) “NCTE” means National Council for Teacher Education;
- (99) “NCVET” means National Council for Vocational Education and Training;
- (100) “NETF” means National Educational Technology Forum;
- (101) “NHEQF” means National Higher Education Qualifications Framework;
- (102) “NHERC” means National Higher Education Regulatory Council;
- (103) ‘NGO’ means and includes any non-government organization, registered under State or Central Government Act operating on a secular, non-profit basis and involved in work for wellbeing of the society.
- (104) “NIRF” means National Institutional Ranking Framework;
- (105) “NIT” means National institute of Technology;
- (106) “NITI” means National Institution for Transforming India;
- (107) “Nomadic Tribes” means tribes wandering from place to place in search of their livelihood, as declared by the State Government and Central Government, from time to time;
- (108) “non-vocational academic staff” means such staff as the State Government may classify to be non-vocational academic staff and includes all such staff which is complimentary to academic staff but, shall not include the staff engaged purely in discharging administrative functions;
- (109) “NPST” means National Professional Standards for Teachers;
- (110) “NRF” means National Research Foundation;
- (111) “NSQF” means National Skills Qualifications Framework;
- (112) “ODL” means Open and Distance Learning;
- (113) “office of profit” means an office which is capable of yielding a profit or pecuniary gain, and to which some pay, salary, emolument, remuneration or non—compensatory allowance is attached;

- (114) 'Officiating' means to carry out function/s and/or duties of the post lying vacant to carry out smooth conduct for a specific period of time;
- (115) "Ombudsperson" means the Ombudsperson appointed under this Statute;
- (116) "Online Mode" means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using internet, e-Learning Materials and full-fledged programme delivery through the internet using technology assisted mechanism and resources;
- (117) "Open and Distance Learning Mode" means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using a variety of media, including print, electronic, online and occasional interactive face-to-face meetings with the learners or Learner Support Services to deliver teaching-learning experiences, including practical or work experiences;
- (118) "Open University" means a Higher Educational Institution which imparts education only through Open and Distance learning mode and/or Online mode using variety of media including print, electronic, online, information and communication technology educational aids including Open Educational Resources (OERs) or Massive Open Online Courses (MOOCs) etc. and is not having any provision for offering higher education in conventional mode in its Act or Memorandum of Association or other statutory documents governing the Higher Educational Institution;
- (119) "Other Backward Classes" means any socially and educationally backward classes of citizens as declared by the State Government and includes Other Backward Classes declared by the Government of India in relation to the State of Gujarat;
- (120) "PARAKH" means Performance Assessment, Review and Analysis of Knowledge for Holistic development;
- (121) 'Pay' means the amount drawn on monthly basis sanctioned for a post, in scale of pay held substantively or in officiating capacity and includes Personal pay, Special Pay, Dearness pay and any other emoluments specially classed as 'Pay' by the Government, from time to time;
- (122) "PCI" means Pharmacy Council of India;
- (123) 'Pension' means the monthly emoluments payable to the teacher after his retirement from the service, as per the Government Rules, specified from time to time and includes gratuity, commutation and family pension;
- (124) 'Pensionable Pay' means average pay earned by the teacher for the period as may be decided by the Government, from time to time;
- (125) 'Pensionable Service' means service, which qualifies the teacher to receive a pension from the Government or the University;
- (126) 'Permanent Post' means the post approved by Government or the University, carrying a definite scale of pay, sanctioned without time limit;
- (127) 'Personal Pay' means additional pay granted to the teacher to save him/her from a loss of substantive pay in respect of permanent post other than the

- tenure post, due to revision of pay or due to any reduction of such substantive pay, otherwise than as a disciplinary measure;
- (128)“PFMS” means Public Financial Management System;
- (129)“Ph.D.” means Doctor of Philosophy;
- (130)“post-graduate department” means a department in a college of higher learning, research or specialised studies, recognised to be so by the university and imparting post-graduate instruction or guidance for teaching and research;
- (131)“prescribed” means prescribed by these Statutes or Ordinances or Regulations, as the case may be, made by or under the Act;
- (132)‘Presumptive Pay’ means the pay of a post to which the teacher would be entitled, had he held the said post and had he been performing his duties;
- (133)“principal” means the head of a college or an institution duly approved by the State Government;
- (134)“Professor”, “Associate Professor” or “Assistant Professor” means as notified by University Grants Commission (UGC) from time to time;
- (135)“Principal Executive Officer” means the Principal Executive Officer appointed under section 8 of the Act;
- (136)“PSSB” means Professional Standard Setting Body;
- (137)“PTR” means Pupil Teacher Ratio;
- (138)‘Qualifying Service’ means the service rendered by the teacher for which pension is payable, under these Statutes or otherwise as prescribed by the Government from time to time;
- (139)“R&I” means Research and Innovation;
- (140)“RCI” means Rehabilitation Council of India;
- (141)“recognised institution” means an institution of higher learning, research or specialised studies, other than a college, and recognised to be so by the university;
- (142)“Regional Centre” means a Centre established or maintained by the Higher Educational Institution for the purpose of coordinating and supervising the work of the Learner Support Centres in the region as per its territorial jurisdiction and for performing such other functions as may be conferred on such Centre by the statutory authorities of the Higher Educational Institution;
- (143)“registered graduate” means a graduate of a university registered or deemed to be registered by or under the Act with one of the universities;
- (144)“RPWD” means Rights of Persons with Disabilities;
- (145)‘Salary’ means total monthly emoluments drawn by the teacher and includes pay and allowances admissible, from time to time;
- (146)‘Salary Grant’ means running scale of the grant received from the Government against the salary of approved employees and teachers working in the University, appointed against Government sanctioned teaching posts;
- (147)“satellite centre” means an integral part of an affiliated or conducted college or recognised institution imparting academic programme, co-curricular, research and extension activities in rural or tribal region,

- neighboring the location of such college or institution, established with the object of reaching the unreached, on the terms and conditions specified by the State Government by an Order in the Official Gazette;
- (148) 'Scale of pay' means running scale of pay which, subject to any conditions prescribed in these Statutes, rises by periodical increments from a minimum to a maximum, recommended by UGC/AICTE/other apex bodies and accepted by Government from time to time;
- (149) "SCDP" means School Complex/ Cluster Development Plans;
- (150) "SCERT" means State Council of Educational Research and Training;
- (151) "SCF" means State Curricular Framework;
- (152) "Schedule" means the schedule to the Act;
- (153) "Scheduled Castes" means such castes, races or tribes or parts of, or groups within, such castes, races or tribes as under Article 341 of Constitution to be the Scheduled Castes for the purpose of the Act;
- (154) "Scheduled Tribes" means such tribes or tribal communities or parts of or groups within, such tribes or tribal communities as are deemed under Article 342 to be Schedule Tribes for the purpose of the Act;
- (155) "school" means a school of studies maintained by or recognised as such by the university or autonomous college, Empowered Autonomous College, Empowered Autonomous Cluster Institution;
- (156) "SDG" means Sustainable Development Goals;
- (157) "SEDG" means Socio- Economically Disadvantaged Group;
- (158) "self-financing course" means the course conducted by a university, college or self-financed institute on self-finance basis as approved by the university;
- (159) 'Selection Grade' means the Selection Grade sanctioned to the teacher as per the recommendations of the University Grants Commission and accepted by the Government and the University, from time to time;
- (160) "self-financing institute" means the institute functioning on self-finance which has obtained previous sanction of the State Government and affiliated/constituted with the university/Government or such component authorities or approved institutions without Government Grant;
- (161) "Self-Learning Material" for Open and Distance Learning mode means and includes contents in the form of course material, whether print or in e- form, which is inter alia self-explanatory, self-contained, self-directed at the learner, and amenable to self-evaluation, and enables the learner to acquire the prescribed level of learning in a course of study, but does not include text-books or guide-books;
- (162) "Self-Learning e-Module" for Online mode means a modular unit of course material in e-learning form which is inter alia self-explanatory, self- contained, self-directed at the learner, and amenable to self-evaluation, and enables the learner to acquire the prescribed level of learning in a course of study and includes contents in the form of a combination of the following e-Learning content, namely:- (a) e-Text Materials; (b) Video Lectures; (c) Audio-Visual interactive material; (d)

Virtual Classroom sessions; (e) Audio Pod casts; (f) Virtual Simulation; and (g) Self-Assessment Quizzes or Tests;

(163) 'Seniority Criteria' means:

- (a) Seniority for nomination shall be on the basis of date of permanent appointment.
- (b) The sequence in which permanent appointment is made determines the seniority.
- (c) The date of commencement of duty in the institution in a permanent capacity, determines seniority. An exception to this is on a statutory absence when appointed to the post e.g. maternity leave, adoptive leave etc.
- (d) If two or more members commence duty on the same day following an interview process, their order of seniority shall be based on the order the members were ranked in the interview process. i.e. the member who was ranked highest following the interview process should be given the higher seniority ranking.
- (e) If a member leaves the institution either voluntarily or is redeployed and is subsequently reappointed to the institution in a permanent capacity at a later date, then the member's seniority shall commence from the date of re-commencement of employment in a permanent capacity.

(164) 'Senior Scale' means the senior scale sanctioned to the teacher as per the recommendations of the University Grants Commission and accepted by the Government and the University, from time to time;

(165) "SEZ" means Special Education Zone;

(166) "Skills Knowledge Provider" means an institution which has been recognised by the university for conducting such courses as prescribed by the university as per the National, State Level policy regarding Skills Qualification Framework;

(167) "Special Backward Category" means Socially and Educationally Backward Classes of citizens declared as a Special Backward Category by the State Government;

(168) 'Special Pay' means an addition, of the nature of pay, to the emoluments of a post or of a teacher granted in consideration of –

- (a) the especially arduous nature of duties;
- (b) a specific addition to the work or responsibility;

(169) "State Government" means, The Government of Gujarat;

(170) "Statutes", "Ordinances", "Regulations" and "Rules" mean, respectively, the Statutes, Ordinances, Regulations and Rules made by or under the Act;

(171) "STEM" means Science, Technology, Engineering and Mathematics;

(172) "Student" means an individual who is admitted and registered for an academic programme of the University or affiliated, conducted, autonomous colleges and recognised, institutions of the University;

(173) "Sub-Campus" means a comprehensive inherent independent unit of the university for a predetermined geographical jurisdiction approved by competent authority for decentralization of academic, administrative,

research and extension activities of that jurisdiction, with the objective of improving efficiency and effectiveness;

- (174) 'Subsistence Allowance' means monthly grant paid to the teacher, who is not in receipt of pay or leave salary during the period of his suspension;
- (175) 'Substantive appointment' means an appointment made in a substantive or a permanent capacity in a permanent post which is clearly vacant;
- (176) 'Substantive pay' means the pay, personal pay or emoluments classed as pay, under these Statutes to which the teacher is entitled, on account of a post to which he has been appointed substantively or by reasons of his substantive position in the Cadre; but does not include special pay;
- (177) "SWAYAM" (Study Webs of Active Learning for Young Aspiring Minds) means the learning management system as specified in the UGC (Credit Framework for online learning courses through SWAYAM) Regulations, 2016;
- (178) "teacher" means full time approved professor, associate professor, assistant professor, reader, lecturer, librarian, principal, Director of an Institution, deputy or assistant librarian in the university, college librarian, Director or Instructor of physical education in any university department, conducted, affiliated or autonomous college, autonomous institution or department or recognised institution of the university;
- (179) 'Temporary appointment' means an appointment made on purely temporary basis as per the provisions made in the Act;
- (180) 'Tenure post' means a permanent post which the teacher may not hold, for more than a limited period without reappointment;
- (181) "TET" means Teacher Eligibility Test;
- (182) "university" means any of the state universities mentioned in the Schedule;
- (183) "university area" means the area specified against the name of the university in the Schedule;
- (184) "university department" means a department established and maintained by the university as prescribed by these Statutes, conducting research, providing consultancy and extension services, and teaching a particular subject or a group of subjects;
- (185) 'University Fund' means the funds of the University as provided by the Act;
- (186) "University Grants Commission" means the University Grants Commission established under the University Grants Commission Act, 1956;
- (187) "University Grievance Redressal Cell (UGRC)" means a Cell constituted under this Statute,
- (188) 'University Institute' means a centre, a school or an institute established and maintained by the University;
- (189) "university institution" means a centre, a school, or an institute established and maintained by the university as prescribed by these Statutes;
- (190) "university teacher" means a full time teacher appointed by the university;

- (191)'Vacation' means summer or winter vacation for University Teachers approved by University authorities;
- (192)“Vice-Chancellor” means the Vice-Chancellor of the University;
- (193)‘Working hours’ means the working hours prescribed by the University Grants Commission and accepted by the Government and by the University for the teachers working in the University Departments/conducted colleges/University institutions, from time to time;
- (194)The words and expressions used but not defined in these Statutes shall have the same meanings respectively assigned to them in the Act.

CHAPTER II
OFFICERS OF THE UNIVERSITY
(Under Section 8 of the Act)

**Powers and
Duties of Vice-
Chancellor.**

3. (1) The Vice-Chancellor shall be the principal academic and executive officer of the university responsible for the development of academic programs of the university He shall oversee and monitor the administration of the academic programs and general administration of the university to ensure efficiency and good order of the university.
- (2) He shall be entitled to be present, with the right to speak, at any meeting of any other authority or body or committee of the university, but shall not be entitled to vote thereat, unless he is the Chairperson or member of that authority or body.
- (3) The Vice-Chancellor shall have the power to convene meetings of any of the authorities, bodies or committees, as and when he considers it necessary to do so.
- (4) The Vice-Chancellor shall ensure that directions issued by the State Government are strictly complied with given time frame or, as the case may be, implemented.
- (5) It shall be the duty of the Vice-Chancellor to ensure that the directives of the State Government, if any, and the provisions of the Act, Statutes, Ordinances and Regulations are strictly observed and that the decisions of the authorities, bodies and committees which are not inconsistent with the Act, Statutes, Ordinances and Regulations are properly implemented.
- (6) The Vice-Chancellor may defer implementation of a decision taken or a resolution passed by any authority, body or committee of the university if, he is of the opinion that the same is not consistent with the directives of the State Government or with the provisions of the Act, Statutes, Ordinances and Regulations or that such decision or resolution is not in the interest of the university and at the earliest opportunity refer it back to the authority, body or committee concerned for reconsideration in its next meeting with reasons to be recorded in writing If differences persist, he shall within a week, giving reasons submit it to the State Government for decision and inform about having done so to the members of the authority, body or committee concerned After receipt of the decision of the State

Government, the Vice-Chancellor shall take action as directed by the State Government and inform the authority, body or committee concerned, accordingly.

- (7) If there are reasonable grounds for the Vice-Chancellor to believe that there is an emergency which requires immediate action to be taken, or if any action is required to be taken in the wide interest of the university, he shall take such action, as he thinks necessary, and shall at the earliest opportunity, report in writing the grounds for his belief that there was an emergency, and the action taken was inevitable by him, to such authority or body as shall, in the ordinary course, have dealt with the matter. In the event of a difference arising between the Vice-Chancellor and the authority or body whether there was in fact an emergency, or on the action taken where such action does not affect any person in the service of the University, or on both, the matter shall be referred to the State Government whose decision shall be final:

Provided that, where any such action taken by the Vice-Chancellor affects any person in the service of the university, such person shall be entitled to prefer, within thirty days from the date on which he receives notice of such action, an appeal to the Board of Management

Explanation - For the purposes of this sub-section, action taken by the Vice-Chancellor shall not include disciplinary action taken against any employee of the university

- (8) Where any matter is required to be regulated by the Statutes, Ordinances or Regulations, but no Statutes, Ordinances or Regulations are made in that behalf or where there is an exigency to amend Statutes, Ordinances or Regulations, the Vice-Chancellor may, for the time being, regulate the matter by issuing such directions as he thinks necessary, and shall, at the earliest opportunity thereafter, place them before the Board of Management or other authority or body concerned for approval. He shall, at the same time, place before such authority or body for consideration the draft of the Statutes, Ordinances or Regulations, as the case may be, required to be made in that behalf:

Provided that, such direction shall have to be converted into Statute, Ordinance or Regulations as the case may be, within six months of issuing of such direction failing which such direction shall automatically lapse

- (9) The Vice-Chancellor shall be the appointing and disciplinary authority for the university teaching and non-teaching staff. All the appointments shall be made by the Vice-Chancellor only after the approval of the Board of Management.
- (10) The Vice-Chancellor shall be the appointing and disciplinary authority for officers of the university of the rank of Assistant Registrar and of the rank equivalent thereto and above.
- (11) As the Chairperson of the authorities or bodies or committees of the university, the Vice-Chancellor shall be empowered to suspend member from the meeting of the authority, body or committee for persisting to

obstruct or stall the proceedings or for indulging in behaviour unbecoming of a member, and shall report the matter accordingly, to the State Government.

- (12) The Vice-Chancellor shall place before the Board of Management a report of the work of the university periodically as provided under the Ordinances.
- (13) The Vice-Chancellor shall have the powers to take decision up to Rs. 10 lakhs.
- (14) The Vice-Chancellor shall: -
 - (a) introduce and nurture innovations in the existing education teaching system through Choice Based Credit System (CBCS) and interdisciplinary, multidisciplinary, skill based approach so as to reflect robust intellectual and inexhaustible creativity.
 - (b) establish Academic Bank of Credits (ABC), a national-level facility which will be a bank for academic purposes with students as academic account holders, as per the guidelines issued by UGC under NEP-2020.
 - (c) have a robust mechanism to develop plan and strategies, encourage & motivate students for Research Internship with Faculty and Researchers at institutions as per guidelines issued by UGC under NEP-2020.
 - (d) make innovative pedagogies and to develop the linkage of Graduate Attributes with learning needs and pedagogical approaches to better serve towards achieving the vision of NEP-2020 as per the guidelines issued by UGC.
 - (e) develop various strategies and initiatives and provide an excellent opportunity through a wide array of activities for Internationalization such as internationally relevant curricula, brand building of Education Institutions in abroad, academic and research collaboration with foreign universities, credit recognition under twining arrangements, global citizenship approach and engaging with foreign alumni.
 - (f) develop Multiple Entry and Exit option as per UGC guidelines in academic programs which would remove rigid boundaries and create new possibilities for students to choose and learn the subject(s) of their choices.
 - (g) develop seamless student mobility, between or within degree-granting institutions through a formal system of credit recognition, credit accumulation, credit transfers and credit redemption as per the guidelines issued by UGC for NEP-2020.
 - (h) implement Multidisciplinary and Holistic Education in institutions as per the guidelines issued by UGC for NEP-2020.
 - (i) develop separate 'Centers of Adult Education' for achieving 100% literacy as per the guidelines issued by UGC for NEP-2020.
 - (j) include provision of IKS programs in their IDPs and offer IKS programs.
 - (k) establish teacher education programs within composite multidisciplinary programs and develop rigorous training for teachers in learner-centric pedagogy and on how to become high-quality online content creators

themselves using online teaching platforms and tools as per the guidelines issued by UGC for NEP-2020.

- (l) carry out all instructions, norms, regulations as and when issued by UGC from time to time.
- (15) The Vice-Chancellor shall have the power to, --
- (a) accord recognition to institutions of higher learning, research specialized studies in accordance with the provisions of the Act;
 - (b) accord recognition to autonomous colleges, empowered autonomous colleges or cluster of institutions and empowered skills development colleges in accordance with the provisions of the Act;
 - (c) accord recognition to private skills education providers in accordance with the provisions of the Act;
 - (d) accord recognition as qualified teachers to the well-known experts from the field of application oriented industries or companies and domain specific experts in various professional skills, working as training experts in private skills education providers and empowered skills development colleges, required for implementation of NEP-2020;
 - (e) approve the recommended panel of referees for thesis or dissertations for awarding post-graduate, doctorate, post-doctoral and higher degrees.
- (16)
- (a) The Vice-Chancellor shall have right to cause inspection to be made by the Registrar or such person or persons or body of persons as he may direct, of the university, its buildings, laboratories, libraries, museums, workshops and equipment and of affiliated, conducted or autonomous college, empowered autonomous colleges or cluster of institutions, recognized or autonomous institutions, empowered skills development colleges or private skills education provider, hall or hostel maintained or recognized by the university, and of the examinations, teachings and other work conducted by or on behalf of the university, and to cause an inquiry to be made in a like manner regarding any matter connected with the administration or finance of the university, affiliated, conducted or community or autonomous college, empowered autonomous colleges or cluster of institutions, recognized or autonomous institutions, empowered skills development colleges or private skills education provider:
Provided that, the Vice-Chancellor shall, in the case of affiliated or autonomous college, empowered autonomous colleges or cluster of institutions, recognized or autonomous institutions, empowered skills development colleges or private skills education provider, give notice to the management of such affiliated or autonomous college, empowered autonomous colleges or cluster of institutions, recognized or autonomous institutions, empowered skills development colleges or private skills education provider of his intention to cause an inspection or an inquiry to be so made:
Provided further that, the management shall have the right to make such representation to the Vice-Chancellor as it thinks necessary before such inspection or inquiry is made;

- (b) after considering such representation, if any, the Vice-Chancellor may cause such inspection or inquiry to be made or may drop the same;
 - (c) in the case of management when an inspection or inquiry has been caused to be made, the management, shall be entitled to appoint a representative, who shall have the right to be present and be heard at such inspection or inquiry;
 - (d) the Vice-Chancellor may, if the inspection or inquiry is made regarding any college or institution admitted to the privileges of the university, communicate to the management the result of such inspection or inquiry;
 - (e) the management shall communicate to the Vice-Chancellor such action, if any, as it proposes to take or has been taken by it;
 - (f) where the management, does not, within the time fixed by the Vice-Chancellor, take action to his satisfaction, the Vice-Chancellor shall be competent to impose a fine upon the management and direct the management to stop the fresh admissions to the colleges or institutions or to decide any other action to be taken in this behalf and the same shall be communicated to the management concerned for compliance.
- (17) The Vice-Chancellor shall forward to the State Government report on the recommendation of the Board of Management, regarding the temporary alternative arrangements, in the interest of students, to run the day to day academic and administrative activities, of the management of an affiliated college, institution or autonomous college or empowered autonomous college or cluster of institutions in case of dispute regarding the management of the affiliated college and where irregularities or commissions or omissions of criminal nature by the management of such college or institution or mismanagement of such college or institutions are, prima facie, evident to committee of inquiry appointed by the university and to make the necessary arrangements to run the day to day academic and administrative activities of such college till the dispute is statutorily resolved The decision of the State Government in this behalf shall be final and binding.
- (18) The Vice-Chancellor shall exercise such other powers and perform such other duties as may be conferred upon him by or under the Act.
- (19) When the office of the Vice-Chancellor falls vacant or the Vice-Chancellor is, by reason of illness or absence or any other cause, unable to perform the duties of his office for a period not exceeding six months, the State Government shall appoint a suitable in-charge Vice-Chancellor until the new Vice-Chancellor assumes duty or the Vice-Chancellor resumes duty, as the case may be. The State Government shall appoint a senior dean of that university as the in-charge Vice-Chancellor, for a period of not more than twelve months.

Enquiry committee for Vice-Chancellor to be appointed by the State Government.

4. There shall be an enquiry committee to be appointed by the State Government for disciplinary actions against the Vice-Chancellor:
- (1) Retired judge of the Gujarat High Court;
 - (2) Retired Vice-Chancellor of the University;

(3) Senior Advocate of the Gujarat High Court.

5. (1) The Dean/s shall be a senior most professor of affiliated college/ conducted college/constituent college/ recognized institutions/ Learners Support Centres nominated by the Vice-Chancellor. In case an eligible senior most professor is not available, the senior most principal of affiliated college/ constituent college/ conducted college/ recognized institutions/ Learners Support Centres can be nominated for the position of the Dean/s.
- (2) There should be not more than 20 Dean/s of Faculties/ Director/s of School of Studies in a University. After completion of five years' tenure other Dean/s of Faculties/ Director/s of School of Studies shall be appointed on the basis of rotation.
- (3) There shall be rotation amongst subjects of same faculty for the appointment of Dean.
- (4) Appointment of the Dean/s of Faculties/ Director/s of School of Studies shall be for a term of five years or till he attains the age of superannuation, whichever is earlier and he shall not be eligible for re-appointment in that university:
- (5) Provided that, the new Vice-Chancellor may continue his services as a Dean/s till the new Dean/s is duly appointed:
- (6) Provided further that, in case vacancy occurs in the office of the Vice-Chancellor because of death, resignation or otherwise, the dean/s shall continue to hold the post till the end of that academic year
- (7) The Vice-Chancellor may nominate Associate Dean/s for the particular group of related board of studies, as may be required, for assistance, support and co-ordination and the minimum qualifications and experience for such nomination shall be at par with the post of Dean/s.
- (8) The Director of the School of Study by virtue will be the ex-officio Dean of the Faculty.

**Dean/s of
Faculties/
Director/s of
School of
Studies.**

6. (1) The Dean/s shall, —

- (i) for The Maharaja Sayajirao University of Baroda, admission shall be under the purview of Dean/s;
- (ii) be responsible for academic planning and academic audit of the programs and implementation of academic policies approved by the Academic Council in respect of academic development, maintenance of quality of education including standards of teaching and research and training of teachers within his faculty He shall work directly under the superintendence, direction and control of the Vice-Chancellor;
- (iii) be responsible for development and application of quality benchmarks or parameters for various academic and administrative activities of higher education, ranking and implementation of The National Education Policy (NEP) – 2020;
- (iv) facilitate the creation of a learner-centric environment conducive for quality education;

**Powers and
Duties of
Dean/s.**

- (v) arrange for feedback responses from the students, the teachers, non-teaching staff, the parents and the other stakeholders on quality-related institutional processes;
- (vi) ensure appropriate actions, as are needed for maintenance of quality of teaching spelt out by the Centre for Internal Quality Assurance (CIQA);
- (vii) ensure that the teachers appraisal by students is carried out and the reports thereof are sent to the university authorities concerned;
- (viii) be responsible for dissemination of information on the various quality parameters of higher education, as may be defined by various national level bodies dealing with assessment and accreditation of quality in educational institutions;
- (ix) organize inter-institutional and intra-institutional workshops, seminars on quality related themes and promotion of quality circles;
- (x) co-ordinate quality-related activities, including adoption and dissemination of good practices, development and maintenance of institutional database, through management information system for the purposes of maintaining or enhancing the institutional quality;
- (xi) be responsible for development of quality culture in higher education;
- (xii) prepare Annual Quality Assurance Report of programs within his faculty, based on the national and international ranking/ accreditation quality parameters or assessment criteria, developed by the relevant quality assurance bodies, in the prescribed format;
- (xiii) be responsible for bi-annual development of quality parameters and ranking of integral units of higher education based on the Annual Quality Assurance Report;
- (xiv) interact with State Quality Assurance Cell in the pre-accreditation and post-accreditation quality assessment and ranking, sustenance and enhancement endeavours;
- (xv) recommend to the Board of Management proposals for the institution of fellowship, travelling fellowship, scholarship, studentship, medals and prizes and making Regulations for their award;
- (xvi) recommend to the Board of Management through the Academic Council, proposals for the conduct of inter-faculty and area or regional studies, common facilities, such as instrumentation centres, knowledge resource centres, Science and Technology Parks, entrepreneurship development and industry incubation centre, start-ups, innovation, intellectual property rights centre, workshops, hobby centres, museums, etc;
- (xvii) control, regulate and co-ordinate research activities to maintain standards of teaching and research in the university departments, post-graduate departments in colleges and recognized institutions;

- (xviii) recommend to the Academic Council proposals for conduct of post-graduate courses in university departments, post-graduate departments in colleges and recognized institutions;
- (xix) recommend to the Academic Council the norms of recognition of post-graduate teachers and research guides in post-graduate departments in colleges, autonomous colleges and institutions, empowered autonomous colleges, cluster of institutions and recognized institutions;
- (xx) recommend to the Academic Council the norms of recognition of under-graduate teachers and project guides in under-graduate departments in colleges, autonomous colleges and institutions, empowered autonomous colleges, cluster of institutions and recognized institutions;
- (xxi) recommend to the Academic Council the norms of recognition of experts working in industries or private professional skills development companies or private skills development institutions, as recognized teachers for the certificate or diploma or advanced diploma or associate degree programs which may be run by colleges, institutions, autonomous colleges and institutions, empowered autonomous colleges or cluster of institutions, empowered skills development colleges and private skills education provider, as recommended by the university authorities;
- (xxii) be responsible for ensuring standards of under-graduate and post-graduate teaching and research in the faculty;
- (xxiii) be responsible for successful implementation of key reforms of NEP-2020 in the university with the approval of Academic Council Board;
- (xxiv) be responsible to decide various courses and their credits runs under university with the approval of Academic Council Board
- (xxv) be responsible for ensuring academic development of the faculty under his purview and proper implementation of the decisions of the Board of Studies, Faculty, Academic Council, Board of Management and the Board of Examinations and Evaluation in respect of his faculty;
- (xxvi) be responsible for creation of a repository of questions with model answers which shall be continuously updated and expanded;
- (xxvii) enquire into any malpractices committed in any academic programs in the faculty by a university department, affiliated or conducted or community or autonomous, empowered autonomous colleges or cluster of institutions or recognized institutions, on being directed by the Academic Council and submit a report of the findings to the Academic Council;
- (xxviii) render necessary assistance for redressal of grievances of the students in the faculty;
- (xxix) prepare proposals for award of fellowship, scholarship and other distinctions in the faculty for submission to the Academic Council;

- (a) prepare reports as required by the various authorities or bodies of the university, the State Government, the Central Government, the Central Educational Commissions or Councils, Commission and any such other body;
- (b) exercise such other powers and perform such other duties as prescribed by or under the Act or assigned to him by the Vice-Chancellor from time to time.

Selection committee for the post of Registrar.

7. (1) The Selection Committee for the post of Registrar in the University shall have the following composition.
- (2) The Vice Chancellor shall be the Chairperson of the Selection Committee.
- (a) One senior professor nominated by the State Government from other University - Member.
 - (b) One nominee of the Board of Management – Member
 - (c) One expert (not below the rank of Professor or its equivalent) representing SC/ ST/ SEBC/ Minority/ Women/ Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.

Removal of Registrar.

8. (1) When the office of the Registrar falls vacant on account of one reason or the other such as long illness or long absence or resignation, the Vice - Chancellor may appoint an officiating Registrar or Joint Registrar/Deputy Registrar/Assistant Registrar after taking the approval from the State Government:
- Provided that, the registrar's post is being administrative, the charge of Registrar shall be given to Joint Registrar, Deputy Registrar, Assistant Registrar, Controller of Examination, Chief Account Officer or the University Engineer.
- (2) If at any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance of the Registrar is not in the interest of the University, the Vice - Chancellor may request the State Government, in writing stating the reasons therein, for the removal of the Registrar. Before taking such action, the Registrar shall be given an opportunity of being heard. The State Government shall put up the matter for the consideration of the Board of Management whose decision shall be final.

Powers and Duties of Registrar.

9. (1) The Registrar shall, —
- (a) be entitled to a motor car including its maintenance, repairs and fuel required thereof, and all other sanities to act as a Registrar of the University and other facilities as may be determined by the State Government from time to time;
 - (b) shall be entitled to unfurnished residential accommodation as also a free telephone service (with STD facility) at his/her residence;

- (c) act as a Member-Secretary of the Board of Management, Academic Council and such other authorities, bodies and committees, as prescribed by or under the Act;
- (d) be the appointing and the disciplinary authority of the employees of the university other than the teachers, non-vacation academic staff and officers of the rank of Assistant Registrar and other officers holding posts equivalent thereto or above. An appeal by a person aggrieved by the decision of the Registrar may be preferred within thirty days from the date of communication of such decision, to the Vice-Chancellor;
- (e) shall continue to be governed by the same retirement benefit scheme, (namely Provident Fund/ Contributory Provident Fund/ Pension/ Gratuity/ Transfer TA) to which he was entitled prior to his appointment as Registrar and till he/she continues to hold his/her lien on that post;
- (f) shall be entitled to such leave, allowances, provident fund and other, terminal benefits as prescribed by the Government of Gujarat from time to time;
- (g) be the custodian of the records, the common seal and such other property of the university as the Board of Management may, commit to his charge;
- (h) prepare and update the Handbook of the Statutes and Regulations approved by the authorities, bodies or committees, from time to time, and make them available to all members of the authorities and officers of the university;
- (i) receive complaints and suggestions in regard to the improvement of administration and consider them for appropriate action;
- (j) render necessary assistance for inspection of the university, its buildings, class rooms, laboratories, libraries, knowledge resource centre, museums, workshops and equipment is made by such person or persons or body of persons, as directed by the Vice-Chancellor;
- (k) organize training and orientation of non-teaching employees in the university and affiliated colleges/ recognised institutions/ learner support centres;
- (l) The Registrar shall have the powers to take decision up to Rs. 5 lakh.
- (m) have the power to enter into agreements, sign documents and authenticate records on behalf of the university, subject to the decision of the authorities of the university;
- (n) place before the Board of Management a report of the development activities of the university every six months;
- (o) have the power to seek information in regard to any matter of the university, from the Dean/s, Finance and Accounts Officer and any other officer of the university for submission to the State Government/ Central Government and other external agencies.

10. (1) The Controller of Examination shall be a whole-time salaried officer appointed by the University as per University Grants Commission (UGC) norms on the basis of direct recruitment through all India advertisement and on the recommendation of a Selection Committee constituted for the

**Controller of
Examination.**

purpose and shall be placed in the scale of pay as per University Grants Commission (UGC) norms.

Provided that the Controller of Examinations shall retire on attaining the age as prescribed by Government of Gujarat.

- (2) Where an employee of this university or any other Institution/ Government and its organisations is appointed as Controller of Examinations, he/she shall continue to be governed by the same retirement benefit scheme, (namely Provident Fund/ Contributory Provident Fund/ Pension/ Gratuity/ Transfer TA) to which he was entitled prior to his appointment as Controller of Examinations and till he/she continues to hold his/her lien on that post.
- (3) The Selection Committee for the post of Controller of Examination in the University shall have the following composition.
 - (a) Vice Chancellor Chairperson;
 - (b) Dean (Academics and Research) Member;
 - (c) One senior professor nominated by the Board of Management from other University – Member;
 - (d) One expert to be nominated from national importance institutions by Vice Chancellor Member;
 - (e) Registrar Member Secretary;
 - (f) One expert representing SC/ST/SEBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.
- (4) Appointment of the Controller of Examination shall be for a term of five years or till he attains the age of superannuation, whichever is earlier and he shall not be eligible for re-appointment in that university.
- (5) If the services of the Controller of Examination are borrowed from Government or any other organization/institution, the terms and conditions of his/her services shall be governed by the Deputation Rules of the Government of Gujarat.
- (6) When the office of the Controller of Examination is vacant or when the Controller of Examination is, by reason of illness, absence or may 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.
- (7) A Controller of Examination on Deputation may be repatriated earlier than the stipulated period by the Board of Management on the recommendations of the Registrar and Vice Chancellor.
- (8) The Controller of Examination shall be entitled to unfurnished residential accommodation as also a free telephone service (with STD facility) at his/her residence.
- (9) The Controller of Examination shall be entitled to such leave, allowances, provident fund and other, terminal benefits as prescribed by the Government of Gujarat from time to time.
- (10) The Controller of Examination shall be entitled to the facility of staff car between the Office and his/her residence.

- (11) The Controller of Examination shall –
- (a) The Controller of Examination will be responsible for the preparation of the programmes and the conduct of University Examinations at different centres as may be fixed by the university and it shall be his/her duty to make arrangements connected with the printing of the question papers of the University Examinations.
 - (b) He shall also be in charge of preparation and publication of results of the University examinations with approval/direction of Registrar.
 - (c) He shall undertake such projects regarding research and reforms in Examinations as may be approved by the Executive Council and the Academic Council.
 - (d) He shall be the custodian of all the question papers, mark-sheets and all other confidential records connected with Examinations.
 - (e) He shall arrange to prepare every year panels of teachers in the University area and of suitable teachers in other universities in the state eligible for appointment as examiner/paper setter/moderator in each subject at different University Examinations and shall place them for approval of the respective Boards of Studies/Faculty/Examiner Committee/Academic Council and Vice-Chancellor.
 - (f) He shall carry out such duties regarding examinations as may be assigned to him by the Vice Chancellor or the Registrar.
 - (g) He shall take necessary steps for ICT enabled examination process or digitalization of examination process with prior approval of Registrar and Vice-Chancellor.
 - (h) He shall also make all necessary arrangements regarding the convocation and the award of Degrees, Diplomas, medals and prizes etc.

11. (1) The Director of Board of Examinations shall be a whole-time salaried officer appointed by the University as per University Grants Commission (UGC) norms on the basis of direct recruitment through all India advertisement and on the recommendation of a Selection Committee constituted for the purpose and shall be placed in the scale of pay as per University Grants Commission (UGC) norms.
- (2) He shall work directly under the directions and control of the Vice-Chancellor He shall discharge his functions under the superintendence, direction and guidance of the Board of Examinations and Evaluation, and shall be concerned with the implementation of the policies and directives given by the Board of Examinations and Evaluation
 - (3) The qualifications and experience for the purpose of selection of the Director of Board of Examinations shall be as may be specified by the UGC or State Government, by an order published in the Official Gazette
 - (4) The Director of Board of Examinations shall be appointed by the Vice-Chancellor on the recommendation of the selection committee constituted for the purpose under the Act:

**Director of
Board of
Examinations.**

Provided that, in appointing the Director of Board of Examinations preference shall be given to the persons with proven capacity of use of technology in delivery of education

- (5) The Selection Committee for the post of Director of Board of Examinations in the University shall have the following composition.
 - (a) The Vice Chancellor shall be the Chairperson of the Selection Committee.
 - (b) One senior professor nominated by the Board of Management from other University - Member.
 - (c) Two experts in the concerned subject nominated by the Vice-Chancellor out of the panel of names approved by the Board of Management – Member
 - (d) One of the Dean nominated by the Vice-Chancellor – Member
 - (e) One of the Head of Department nominated by the Vice-Chancellor - Member
 - (f) The Registrar – Member Secretary
 - (g) An academician representing SC/ST/SEBC/EWS/Women/Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.
- (6) Appointment of the Director of Board of Examinations shall be for a term of five years or till he attains the age of superannuation, whichever is earlier and he shall not be eligible for re-appointment in that university.
- (7) The Director of Board of Examinations shall, —
 - (a) be the principal officer-in-charge of the conduct of university examinations, tests and evaluation, and declaration of their results;
 - (b) be the Member-Secretary of the Board of Examinations and Evaluation and of the committees appointed by the Board except the committees constituted for appointment of paper-setters, examiners and moderators;
 - (c) be responsible for making all arrangements necessary for holding examinations, tests and evaluation, and for timely declaration of results;
 - (d) evolve and implement in consultation with the Board of Examinations and Evaluation, processes for proper and smooth conduct of examinations and evaluation;
 - (e) prepare and announce in advance the programme of examinations, after seeking approval of the Board of Examinations and Evaluation;
 - (f) arrange for printing of question papers;
 - (g) to recommend Vice-Chancellor regarding disciplinary action wherever necessary against the candidates, paper setters, examiners, moderators, or any other persons connected with examinations and evaluation, found guilty of malpractices in relation to the examinations and evaluation, as in the statutes, ordinances or State Government Policy;
 - (h) review, from time to time, the results of university examinations and evaluation, and forward reports thereon to the Board of Examinations and Evaluation;

- (i) strive to declare the results of every examination and evaluation conducted by the University within thirty days from the last date of the examination for that particular course and shall in any case declare the results latest within forty-five days as provided in section of Admissions, Examinations, Evaluation and other matters relating to students and in case of delay, prepare a detailed report outlining the reasons;
 - (j) take all steps for implementation of all academic and administrative decisions taken by the Board of Examinations and Evaluation;
 - (k) implement decisions taken by the various university authorities, connected with the examination and evaluation process;
 - (l) implement all policy and operative decisions with reference to the choice based credit system and NEP-2020, both at the under-graduate, post-graduate levels and in other teaching programs;
 - (m) organize workshops for teachers in the subjects concerned, in order to acquaint them with new trends in the assessment processes, such as cognitive and summative assessment, creation and use of repository of questions, use of technology in paper setting and conduct of examinations, tests and evaluation;
 - (n) ensure innovative and effective use of information and communication technology in the entire process of the conduct of examinations and evaluation;
 - (o) arrange for proper assessment of performance of candidates at the examinations and process the results;
 - (p) ensure that answer books for all degree examinations are assessed through the central assessment system with proper monitoring and Guidance;
 - (q) ensure that every teaching and non-teaching employee in the university, affiliated or conducted college or recognized institution renders necessary assistance and service on compulsory basis in respect of examinations of the university and in evaluation process;
 - (r) carry out all other duties and functions assigned to him by the Board of Examinations and Evaluation;
 - (s) undertake any other task assigned to him by the university authorities to carry out the objectives of the Board of Examinations and Evaluation, and to ensure that the objects of the university are accomplished;
 - (t) exercise such other powers and perform such other duties as prescribed by or under the Act or assigned to him by the Vice-Chancellor and other authorities or state government from time to time
- (8) When the office of the Director of Board of Examinations is vacant or when the Director of Board of Examinations is, by reason of illness, absence or may 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.
- (9) A Director of Board of Examinations on deputation may be repatriated earlier than the stipulated period by the Board of Management on the recommendations of the Vice-Chancellor.

**Finance and
Accounts
officer.**

12. (1) The Finance and Accounts Officer be a whole-time salaried officer appointed by the University as per University Grants Commission (UGC) norms on the basis of direct recruitment through all India advertisement and on the recommendation of a Selection Committee constituted for the purpose and shall be placed in the scale of pay as per University Grants Commission (UGC) norms.
- (2) He shall work directly under the superintendence, direction and control of the Vice-Chancellor.
- (3) Where an employee of this university or any other Institution/ Government and its organisations is appointed as Finance and Accounts Officer, he/she shall continue to be governed by the same retirement benefit scheme, (namely Provident Fund/ Contributory Provident Fund/ Pension/ Gratuity/ Transfer TA) to which he was entitled prior to his appointment as Finance and Accounts Officer and till he/she continues to hold his/her lien on that post.
- (4) In case the person possessing the qualifications and experience as specified in sub-section (1) cannot be appointed, the Finance and Accounts Officer may be appointed from amongst the Government Officers of the State Finance and Accounts Service, holding the post not below the rank of Deputy Director
- (5) The Finance and Accounts Officer shall be appointed by the Vice-Chancellor on the recommendation of the Selection Committee constituted for the purpose under the Act
- (6) The Selection Committee for the post of Finance and Accounts Officer in the University shall have the following composition.
- (a) Vice Chancellor Chairperson
- (b) One senior professor nominated by the Board of Management from other University - Member.;
- (c) Two experts to be nominated by the Vice-Chancellor;
- (d) Registrar
- (e) One expert representing SC/ST/SEBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.
- (7) The appointment of the Finance and Accounts Officer shall be for a term of five years or till the age of superannuation, whichever is earlier, and he shall not be eligible for re-appointment in that university
- (8) The Finance and Accounts Officer shall, —
- (a) exercise general supervision over the funds of the university and advise the Vice-Chancellor as regards the finances of the university;
- (b) hold and manage the funds, property and investments, including university corpus and endowed property, for furthering the objects of the university, with the approval of the Vice-Chancellor;
- (c) ensure that the limits fixed by the university for recurring and non-recurring expenditure for a year are not exceeded, and that all allocations are expended for the purposes for which they are granted or allotted;
- (d) keep watch on the state of the cash and bank balances and investments;

- (e) ensure effective revenue management by keeping watch on the process and progress of collection of revenue, and advise the Vice-Chancellor on the methods to be employed in this regard;
 - (f) get the accounts of the university audited, regularly;
 - (g) ensure that the registers of buildings, land, equipment, machinery and other assets are maintained up-to-date and that the physical verification and reconciliation of these assets and other consumable material in all offices, conducted colleges, workshops and stores of the university are conducted regularly;
 - (h) propose to the Vice-Chancellor that explanation be called for unauthorized expenditure or other financial irregularities from any academic member or non- vacation academic staff or an officer of the university of the rank of Assistant Registrar or equivalent and above;
 - (i) propose to the Registrar that explanation be called from any non-academic member of the university, other than the teacher, non-vacation academic staff and an officer of the university of the rank of Assistant Registrar or equivalent and above, for unauthorized expenditure or irregularities in any particular case, and recommend disciplinary action against the persons in default;
 - (j) call for, from any office, center, laboratory, conducted college, department of the university or university institution, any information and returns that he thinks necessary for the proper discharge of his financial responsibilities with prior approval of office of the Vice-Chancellor or the Registrar;
 - (k) maintain the minutes of the meetings of the Finance and Accounts Committee;
 - (l) be responsible for preparation and maintenance of accounts by double entry accounting system, on cash basis, presenting the annual financial estimates (budget), statement of accounts and audit reports, to the Finance and Accounts Committee and to the Board of Management;
 - (m) prepare financial reports as required by the various authorities or bodies of the university, the State Government, the Central Government, the Central Educational Commissions or Councils, Commission, University Grants Commission and any such body providing funds to the university;
 - (n) exercise such other powers and perform such other duties as prescribed by or under the Act or assigned to him by the Vice-Chancellor or by the Registrar, from time to time
- (9) When the office of the Finance and Accounts Officer is vacant or when the Finance and Accounts Officer is, by reason of illness, absence or may 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.
- (10) A Finance and Accounts Officer on Deputation may be repatriated earlier than the stipulated period by the Board of Management on the recommendations of the Registrar and Vice Chancellor.

Director of Research.

13. (1) The Director of Research shall be a whole-time salaried officer appointed by the university as per University Grants Commission (UGC) on the basis of direct recruitment through all India advertisement and on the recommendation of a Selection Committee constituted for the purpose and shall be placed in the scale of pay as per University Grants Commission (UGC).

(2) He shall work directly under the superintendence, direction and control of the Vice-Chancellor.

(3) The Selection Committee for the post of Director of Research in the University shall have the following composition.

(a) The Vice Chancellor shall be the Chairperson of the Selection Committee.

(b) One senior professor nominated by the Board of Management from other University - Member.

(c) Two experts in the concerned subject nominated by the Vice-Chancellor out of the panel of names approved by the Board of Management – Member

(d) One of the Dean nominated by the Vice-Chancellor – Member

(e) One of the Head of Department nominated by the Vice-Chancellor - Member

(f) The Registrar – Member Secretary

An academician representing SC/ST/SEBC/EWS/Women/Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.

(4) Appointment of the Director of Research shall be for a term of five years or till he attains the age of superannuation, whichever is earlier and he shall not be eligible for re-appointment in that university.

(5) When the office of the Director of Research is vacant or when the Director of Research is, by reason of illness, absence or may 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) A Director of Research on Deputation may be repatriated earlier than the stipulated period by the Board of Management on the recommendations of the Registrar and Vice Chancellor.

(7) The Director of Research shall be capable of maintaining the confidence and cooperation of members engaged for research, managing effectively and efficiently the research program and administrative affairs of the university and creating an environment conducive to intellectual and research growth.

(8) The Director of Research shall –

(a) be responsible for providing research leadership, which normally includes promoting and facilitating leading-edge research, including collaborative and interdisciplinary research, in areas related to the goals of the university;

(b) build and provide sufficient support for, a community of innovative researchers to enhance research capacity at the university and to increase

- internal and external research opportunities for faculty, post-doctoral fellows and graduate students;
- (c) develop networks between the research centre of the university and researchers in the field in the public and private sectors, locally, nationally and internationally;
 - (d) act as the nexus between the university and the community with respect to research initiatives of mutual benefit; where applicable, developing mutually beneficial linkages with industry in order to develop partnerships and collaborative research;
 - (e) transfer knowledge to society through outreach (e.g. collaborative research; seminars; workshops; lectures; websites; publications) and, where applicable, through technology transfer (e.g. collaborative research; contract work; and commercialization of intellectual property);
 - (f) develop strong linkages with appropriate academic departments and units and adding value to line departments through aiding faculty and student recruitment and retention by enriching the research environment; advancing curriculum; informing the teaching of colleagues; mounting workshops and seminars; providing interdisciplinary research training and mentoring for undergraduate and graduate students; and regular communication of research centre activities and opportunities for faculty and students' involvement;
 - (g) lead strategic planning for the research centre to ensure that the research objectives are aligned with the university's Strategic Plan objectives;
 - (h) oversee the proper discharge of administrative duties of the university research including supervising personnel, financial management, and operations;
 - (i) work effectively with the university's governance committee(s);
 - (j) pursue the equity goals of the university in the operations of the research;
 - (k) manage the research plan effectively and efficiently, ensuring that accepted standards of research and ethical behaviour are met;
 - (l) manage the space needs for the research in cooperation with appropriate university authorities;
 - (m) represent the interests of the university research internally with senior academic administration;
 - (n) enhance the reputation of the university by undertaking quality research and communicating that research to the society and encourage and support the raising of funds for research conducted by the university, capital and operating funds, including cooperation with the Alumni and Development Department's fund raising initiatives.
14. (1) The Director of Sub-campus/ Regional Centres shall be a full time salaried officer who shall work under the superintendence, direction and control of the Vice-Chancellor.
- (2) The Director of Sub-campus/ Regional Centres shall be a person who is holding the post of professor or principal or equivalent position in any university or institute of national repute engaged in teaching, research and

**Director of
Sub-Campus
University/
Regional
Centres.**

- development activities, with not less than fifteen years teaching or research or administrative experience.
- (3) The Director of Sub-campus/ Regional Centres shall be appointed by the University as per University Grants Commission (UGC) norms on the basis of direct recruitment through all India advertisement and on the recommendation of a Selection Committee constituted for the purpose and shall be placed in the scale of pay as per University Grants Commission (UGC) norms.
 - (4) When the office of the Director of Sub- Campus is vacant or when the Director of Sub-Campus is, by reason of illness, absence or may 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.
 - (5) A Director of Sub-Campus on Deputation may be repatriated earlier than the stipulated period by the Board of Management on the recommendations of the Registrar and Vice Chancellor.
 - (6) The Selection Committee for the post of Director of Sub-campus/ Regional Centres in the University shall have the following composition:
 - (a) The Vice Chancellor shall be the Chairperson of the Selection Committee.
 - (b) One senior professor nominated by the Board of Management from other University - Member.
 - (c) Two experts in the concerned subject nominated by the Vice-Chancellor out of the panel of names approved by the Board of Management – Member
 - (d) One of the Dean nominated by the Vice-Chancellor – Member
 - (e) One of the Head of Department nominated by the Vice-Chancellor - Member
 - (f) The Registrar – Member Secretary
An academician representing SC/ST/SEBC/EWS/Women/Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.
 - (7) The Appointment of the Director of Sub-campus/ Regional Centres shall be for a term of five years or till he attains the age of superannuation, whichever is earlier and he shall not be eligible for re-appointment in that university.
 - (8) The Director of Sub-campus/ Regional Centres shall, —
 - (a) be the chief academic and administrative officer of the Sub-Campus/ Regional Centres;
 - (b) oversee and monitor the administration of the academic programs of the colleges and recognized institutions in the district;
 - (c) oversee and monitor general administration of the Sub-Campus/ Regional Centres of the university and ensure efficiency and good order of the university departments or schools or institutions on the Sub-Campus/ Regional Centres;

- (d) act as a link between the university, colleges and recognized institutions in the district, as well as departments, schools or institutions on the Sub-Campus/ Regional Centres of the university;
- (e) ensure that appropriate actions as are needed for maintenance of quality of teaching, as specified by the Centre for Internal Quality Assurance (CIQA) and the university authorities, are initiated, records thereof are maintained, teacher's appraisal by students is carried out and reports thereof are sent to university authorities;
- (f) co-ordinate evaluation, academic training workshops or seminars, quality measurement and other academic, administrative, financial and related activities in the district and on the Sub-Campus/ Regional Centres;
- (g) ensure establishment of inter-institutional and intra-institutional information and communication technology linkages among the affiliated colleges/ recognised institutions/ learner support centres and recognized institutions in the district;
- (h) ensure that the decisions of the colleges or university departments, schools, institutions on the Sub-Campus/ Regional Centres and their functioning is not inconsistent with the Act, Statutes and Regulations;
- (i) organize workshops and training programs for the benefit of the teaching and support staff in the district and on the Sub-Campus/ Regional Centres;
- (j) ensure that financial discipline is maintained and expenditures of the campus are within the budgetary provisions recommended by the Sub-Campus/ Regional Centres committee and sanctioned by the Finance and Accounts Committee of the university;
- (k) ensure that the annual audited accounts related to the Sub-Campus/ Regional Centres are prepared and sent to the university at the end of each financial year;
- (l) undertake any other task that may be assigned to him by the university authorities to ensure that the objectives of the university are accomplished;
- (m) exercise such other powers and perform such other duties as prescribed by or under the Act or assigned to him by the Vice-Chancellor, from time to time.

15. (1) The Director of Innovation, Start-ups, Internship, Incubation, Collaborations Technology and Linkages shall be a full time salaried officer who shall be responsible for creation and cultivation of an enabling environment to propagate the concept of innovation, for converting innovative ideas into working models through a process of incubation which shall finally lead to creation of an enterprise and to cultivate, establish, maintain and strengthen the link of the university with premier national and international universities and institutions He shall work directly under the superintendence, direction and control of the Vice-Chancellor.

(2) The Director of Innovation, Start-ups, Internship, Incubation, Collaborations Technology and Linkages shall be appointed by the University as per

**Director of
Innovation,
Start-ups,
Internship,
Incubation,
Collaborations
Technology
and Linkages.**

University Grants Commission (UGC) norms on the basis of direct recruitment through all India advertisement and on the recommendation of a Selection Committee constituted for the purpose and shall be placed in the scale of pay as per University Grants Commission (UGC) norms.

- (3) The Selection Committee for the post of Director of Innovation, Start-ups, Internship, Incubation, Collaborations Technology and Linkages in the University shall have the following composition:
 - (a) The Vice Chancellor shall be the Chairperson of the Selection Committee.
 - (b) One senior professor nominated by the Board of Management from other University - Member.
 - (c) Two experts in the concerned subject nominated by the Vice-Chancellor out of the panel of names approved by the Board of Management – Member
 - (d) One of the Dean nominated by the Vice-Chancellor – Member
 - (e) One of the Head of Department nominated by the Vice-Chancellor - Member
 - (f) The Registrar – Member Secretary
An academician representing SC/ST/SEBC/EWS/Women/Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.
- (4) The Appointment of the Director of Innovation, Start-ups, Internship, Incubation, Collaborations Technology and Linkages shall be for a term of five years or the age of superannuation, whichever is earlier, and he shall not be eligible for re-appointment in that university.
- (5) When the office of the Director of Innovation, Start-ups, Internship, Incubation, Collaborations Technology and Linkages is vacant or when the Director of Innovation, Start-ups, Internship, Incubation, Collaborations Technology and Linkages is, by reason of illness, absence or may 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) A Director of Innovation, Start-ups, Internship, Incubation, Collaborations Technology and Linkages on Deputation may be repatriated earlier than the stipulated period by the Board of Management on the recommendations of the Registrar and Vice Chancellor.
- (7) The Director of Innovation, Start-ups, Internship, Incubation, Collaborations Technology and Linkages shall, —
 - (a) be the principal officer who shall lead and provide vision to the Centre for Innovation, Incubation and Enterprise with his dynamism and enterprise;
 - (b) spearhead the awareness and training programs for imparting education on intellectual property rights and aspects associated therewith;
 - (c) organize training programs for creating awareness on the importance of entrepreneurship, start-ups, and research;

- (d) organize and create support system for cultivation and incubation of good ideas into a scalable mode that would eventually culminate into the establishment of small, medium and large industry;
 - (e) work towards creating a liaison with national and international bodies and agencies involved in creating and developing entrepreneurial skills in students;
 - (f) take all steps to facilitate colleges to establish linkages with knowledge based and other types of industries;
 - (g) conduct training programs to guide the young entrepreneurs in operational aspects, legal aspects, intellectual property rights, patent related issues, business model creation and financial aspects;
 - (h) implement the policies and strategies for promotion of international linkages with premier national and international universities and institutions, as envisaged by the Board of National and International Linkages and the university authorities;
 - (i) process applications for visits of teachers and students from university departments, institutions, conducted colleges, colleges and recognized institutions to national and international universities or institutions and assist them on logistic support for such visits;
 - (j) oversee and monitor administration of Foreign Students Assistance Cell which gives facility of a Single Window Admission Operation to the foreign students;
 - (k) process the applications received from foreign students for their visits to other parts of India;
 - (l) supervise the working of the Migrant Indian Students' Cell established for providing Single Window Operation for students coming from other parts of the country;
 - (m) undertake any other task that may be assigned to him by the university authorities, to ensure that the objectives of the Board for Innovation, Start-ups, Internship, Incubation, Collaborations Technology and Enterprise and Board of National and International Linkages are accomplished;
 - (n) exercise such other powers and perform such other duties, as prescribed by or under the Act or assigned to him by the Vice-Chancellor, from time to time.
- 16. (1)** The Director Knowledge Resource Centre shall be a full time salaried officer of the university and he shall be appointed by the University as per University Grants Commission (UGC) norms on the basis of direct recruitment through all India advertisement and on the recommendation of a Selection Committee constituted for the purpose and shall be placed in the scale of pay as per University Grants Commission (UGC) norms. He shall work directly under the superintendence, direction and control of the Vice-Chancellor.
- (2)** The Selection Committee for the post of Director Knowledge Resource Centre in the University shall have the following composition:
- (a) The Vice Chancellor shall be the Chairperson of the Selection Committee.

**Director
Knowledge
Resource
Centre.**

- (b) One senior professor nominated by the Board of Management from other University - Member.
 - (c) Two experts in the concerned subject nominated by the Vice-Chancellor out of the panel of names approved by the Board of Management – Member
 - (d) One of the Dean nominated by the Vice-Chancellor – Member
 - (e) One of the Head of Department nominated by the Vice-Chancellor - Member
 - (f) The Registrar – Member Secretary
An academician representing SC/ST/SEBC/EWS/Women/Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.
- (3) The Appointment of the Director Knowledge Resource Centre shall be for a term of five years or the age of superannuation, whichever is earlier, and he shall not be eligible for re-appointment in that university.
- (4) When the office of the Director Knowledge Resource Centre is vacant or when the Director Knowledge Resource Centre is, by reason of illness, absence or may 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.
- (5) A Director Knowledge Resource Centre on Deputation may be repatriated earlier than the stipulated period by the Board of Management on the recommendations of the Registrar and Vice Chancellor.
- (6) The Director Knowledge Resource Centre shall, —
- (a) be a Member-Secretary of the Knowledge Resource Centre Committee and shall ensure proper implementation of the decisions taken by the Knowledge Resource Centre Committee;
 - (b) be the custodian of all books, periodicals, manuscripts, journals in print, audio and digital format, and all equipment in the Knowledge Resource Centre;
 - (c) evolve and implement such processes and procedures to ensure that the books, periodical, manuscripts, journals and equipment in the Knowledge Resource Centre are not lost or damaged, and no irregularities take place in the Knowledge Resource Centre;
 - (d) cause periodical verification of stock, prepare appropriate report that includes losses, and place it before the Knowledge Resource Centre Committee;
 - (e) be responsible for the development, modernization, up keeping and management of university Knowledge Resource Centre;
 - (f) render assistance and guidance to the concerned officer at Knowledge Resource Centre on the Sub-Campus of the university;
 - (g) render assistance and advice to libraries and librarians of affiliated colleges/ recognised institutions/ learner support centres by conducting annual meeting of the librarians of affiliated colleges/ recognised institutions/ learner support centres;

- (h) conduct training programs and workshops to update the skills and knowledge of librarians of affiliated colleges/ recognised institutions/ learner support centres;
- (i) create awareness among the students of various departments of the university regarding the availability of resources, information, search techniques and databases through the information literacy programme;
- (j) undertake any other task assigned to him by the university authorities to ensure that the objectives of Knowledge Resource Centre are accomplished;
- (k) exercise such other powers and perform such other duties as prescribed by or under the Act or assigned to him by the Vice-Chancellor, from time to time.

17. (1) The Director of Lifelong Learning and Extension shall be a full time salaried officer of the university and shall be responsible to carry out the activities of the Board of Lifelong Learning and Extension. He shall work directly under the superintendence, direction and control of the Vice-Chancellor.
- (2) The Director of Lifelong Learning and Extension shall be appointed by the University as per University Grants Commission (UGC) norms on the basis of direct recruitment through all India advertisement and on the recommendation of a Selection Committee constituted for the purpose and shall be placed in the scale of pay as per University Grants Commission (UGC) norms.
- (3) The Selection Committee for the post of Director of Lifelong Learning and Extension in the University shall have the following composition:
- (a) The Vice Chancellor shall be the Chairperson of the Selection Committee.
 - (b) One senior professor nominated by the Board of Management from other University - Member.
 - (c) Two experts in the concerned subject nominated by the Vice-Chancellor out of the panel of names approved by the Board of Management – Member
 - (d) One of the Dean nominated by the Vice-Chancellor – Member
 - (e) One of the Head of Department nominated by the Vice-Chancellor - Member
 - (f) The Registrar – Member Secretary
An academician representing SC/ST/SEBC/EWS/Women/Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.
- (4) The Appointment of the Director of Lifelong Learning and Extension shall be for a term of five years or the age of superannuation, whichever is earlier, and he shall not be eligible for re-appointment in that university.
- (5) When the office of the Director of Lifelong Learning and Extension is vacant or when the Director of Lifelong Learning and Extension is, by reason of illness, absence or may other cause, unable to perform the duties

**Director of
Lifelong
Learning and
Extension.**

of his office, the duties of the office shall be performed by such person as the Vice Chancellor may appoint for the purpose.

- (6) A Director of Lifelong Learning and Extension on Deputation may be repatriated earlier than the stipulated period by the Board of Management on the recommendations of the Registrar and Vice Chancellor.
- (7) The Director of Lifelong Learning and Extension shall be the ex-officio head of the Department of Lifelong Learning and Extension.
- (8) The Director of Lifelong Learning and Extension shall, —
 - (a) be responsible for implementation of policies and recommendations of the Board of Lifelong Learning and Extension;
 - (b) promote research in the field of lifelong learning, value education, Indian Knowledge System, life skills for adults and senior citizens, and for longevity;
 - (c) organize lower level skills development programs for training female and male nurses to handle elderly patients or terminally ill patients;
 - (d) organize the teaching programs which include credit based certificate and diploma programs for graduate students and advanced diploma programs at post-graduate level in value education and longevity;
 - (e) organize post-graduate teaching programs exclusively in the domain of value education and life skills for adults and senior citizens;
 - (f) organize and co-ordinate awareness activities for adults and senior citizens on life skills for coping with old age, information on social organization and Government Schemes for elderly persons and briefing on home for the aged;
 - (g) undertake any other task as may be assigned by the university authorities, State Government so as to carry out objectives of the Board for Lifelong Learning and Extension;
 - (h) exercise such other powers and perform such other duties as prescribed by or under the Act or assigned to him by the Vice-Chancellor, from time to time.

Director of Students' Development and Director of National Service Scheme.

18. (A) The Director of Students' Development:

- (1) The Director of Students' Development shall be nominated by the Vice-Chancellor, from amongst the teachers having minimum aggregate teaching experience of ten years and desired exposure in the field of extra-curricular and extension activities. He shall work directly under the superintendence, directions and control of the Vice-Chancellor.
- (2) The Vice-Chancellor shall invite applications from the eligible aspiring candidates and shall nominate a suitable person as the Director of Students' Development from amongst them.
- (3) The person nominated as the Director of Students' Development shall continue to draw from the original establishment the same pay-scale which he was drawing in his previous service on the date of nomination as the Director of Students' Development.
- (4) Nomination of the of the Director of Students' Development shall be for a term of three years or till he attains the age of superannuation, whichever is

earlier and he shall not be eligible for re-nomination. Age of the Director of Students' Development shall not be more than 45 years at the time of nomination.

- (5) When the office of the Director of Students' Development is vacant or when the Director of Students' Development is, by reason of illness, absence or may 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) A Director of Students' Development on Deputation may be repatriated earlier than the stipulated period by the Board of Management on the recommendations of the Registrar and Vice Chancellor.
- (7) The Director of Students' Development shall, —
 - (a) work towards promotion of cultural, recreational and welfare activities of students in colleges, institutions and university departments;
 - (b) conduct leadership training programs for students;
 - (c) ensure that there are mentors and counselling cells for the young students in colleges, institutions and university departments;
 - (d) organize anti-ragging committees and squads and ensure that all necessary measures are taken to prevent ragging in the university, colleges and the institutions;
 - (e) look into the grievances and general welfare of the students;
 - (f) help in building-up the all-round personality of students and to groom them to be future leaders and confident adults;
 - (g) organize cultural and recreational activities jointly with regional, national and international bodies;
 - (h) promote the interest of the youth and develop their skills for appreciation of the fine and performing arts, pure arts and literary skills;
 - (i) organize university, state, national and international level competitions, skills development workshops and interactive programs in various fields for the students;
 - (j) train the students for state, national and international level competitions in various cultural activities;
 - (k) undertake any other task assigned to him by the university authorities to carry out objectives of the Students' Development;
 - (l) exercise such other powers and perform such other duties as prescribed by or under the Act or assigned to him, by the Vice-Chancellor, from time to time.
- (8) Terms and conditions for the service of Director of Students' Development shall be, —
 - (a) Terms and conditions of service of the Director of Students' Development shall be the same as the terms and conditions of service of his original post and shall not be altered to his disadvantage during his tenure as the Director of Students' Development.
 - (b) On nomination as the Director of Students' Development, the pay last drawn by him on his original substantive post, shall be protected.

- (c) The person nominated as the Director of Students' Development shall hold a lien on the substantive post held by him prior to the nomination and he shall stand retired from his original post in accordance with the terms and conditions of service of that post.
- (d) The Director of Students' Development shall work directly under the supervision and control of the Vice-Chancellor.
- (e) The Director of Students' Development may, by writing under his signature addressed to the Vice-Chancellor, after giving one month's notice resign from his office and shall cease to hold his office on the acceptance of his resignation by the Vice-Chancellor or from the date of expiry of the said notice period, whichever is earlier.
- (f) The Director of Students' Development may be relieved from his office by the Vice-Chancellor by giving one month's notice in writing.

(B) The Director of National Service Scheme:

- (1) The Director of National Service Scheme shall be nominated by the Vice-Chancellor from amongst the teachers having minimum aggregate teaching experience of ten years, experience of at least three years as NSS Programme Officer and desired exposure in the field of National Service Scheme activities.
- (2) The Vice-Chancellor shall invite applications from the eligible aspiring candidates and shall nominate a suitable person as the Director of National Service Scheme from amongst them.
- (3) The person nominated as the Director of National Service Scheme shall continue to draw from the original establishment the same pay-scale which he was drawing in his previous service on the date of nomination as the Director of National Service Scheme.
- (4) Nomination of the Director of National Service Scheme shall be for a term of three years or till he attains the age of superannuation, whichever is earlier and he shall not be eligible for re-nomination. Age of the Director of National Service Scheme shall not be more than 45 years at the time of nomination.
- (5) Terms and conditions for the service of Director of National Service Scheme shall be, —
 - (a) Terms and conditions of service of the Director of National Service Scheme shall be the same as the terms and conditions of service of his original post and shall not be altered to his disadvantage during his tenure as the Director of National Service Scheme.
 - (b) On nomination as the Director of National Service Scheme, the pay last drawn by him on his original substantive post, shall be protected.
 - (c) The person nominated as the Director of National Service Scheme shall hold a lien on the substantive post held by him prior to the nomination and he shall stand retired from his original post in accordance with the terms and conditions of service of that post.
 - (d) The Director of National Service Scheme shall work directly under the supervision and control of the Vice-Chancellor.

- (e) The Director of National Service Scheme may, by writing under his signature addressed to the Vice-Chancellor, after giving one month's notice resign from his office and shall cease to hold his office on the acceptance of his resignation by the Vice-Chancellor or from the date of expiry of the said notice period, whichever is earlier.
- (f) When the office of the Director of National Service Scheme is vacant or when the Director of National Service Scheme is, by reason of illness, absence or may 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.
- (g) A Director of National Service Scheme on Deputation may be repatriated earlier than the stipulated period by the Board of Management on the recommendations of the Registrar and Vice Chancellor.
- (h) The Director of National Service Scheme may be relieved from his office by the Vice-Chancellor by giving one month's notice in writing.
- (6) The Director of National Service Scheme shall, —
 - (a) work towards promotion, co-ordination and conduct of different activities under National Service Scheme in colleges, institutions and university departments;
 - (b) organize university, State, National and International level workshops, seminars, camps, competitions for National Service Scheme volunteers;
 - (c) train the students for State, National and International competition;
 - (d) undertake any other task assigned to him by the State National Service Scheme coordinator, State Government and the university authorities to carry out the objectives of National Service Scheme;
 - (e) exercise such other powers and perform such other duties as prescribed by or under the Act or assigned to him by the Vice-Chancellor, from time to time.

Director of Sports and Physical Education.

- 19. (1) The Director of Sports and Physical Education shall be a full time Director, and Physical Education salaried officer responsible for promoting the culture of sports and supervising sports related activities in the university, colleges and recognized institutions. He shall work under the superintendence, direction and control of the Vice-Chancellor.
- (2) The Director of Sports and Physical Education shall be appointed by the University as per University Grants Commission (UGC) norms on the basis of direct recruitment through all India advertisement and on the recommendation of a Selection Committee constituted for the purpose and shall be placed in the scale of pay as per University Grants Commission (UGC) norms.
- (3) The Selection Committee for the post of Director of Sports and Physical Education in the University shall have the following composition:
 - (a) The Vice Chancellor shall be the Chairperson of the Selection Committee.
 - (b) One senior professor nominated by the Board of Management from other University - Member.

- (c) Two experts in the concerned subject nominated by the Vice-Chancellor out of the panel of names approved by the Board of Management – Member
- (d) One of the Dean nominated by the Vice-Chancellor – Member
- (e) One of the Head of Department nominated by the Vice-Chancellor - Member
- (f) The Registrar – Member Secretary
- (g) An academician representing SC/ST/SEBC/EWS/Women/Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.
- (4) The Appointment of the Director of Sports and Physical Education shall be for a term of five years or the age of superannuation, whichever is earlier, and he shall not be eligible for re-appointment in that university.
- (5) When the office of the Director of Sports and Physical Education is vacant or when the Director of Sports and Physical Education is, by reason of illness, absence or may 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) A Director of Sports and Physical Education on Deputation may be repatriated earlier than the stipulated period by the Board of Management on the recommendations of the Registrar and Vice Chancellor.
- (7) The Director of Sports and Physical Education shall, —
 - (a) cultivate excellence in various domains of sports and also to promote a spirit of healthy competition;
 - (b) promote sports, culture and organize activities in the field of sports in colleges, institutions and university departments;
 - (c) co-ordinate and organize activities related to various sports jointly with regional and national bodies;
 - (d) organize university level competitions, sports skill development camps in various sports on the university campus;
 - (e) train students for regional, national and international competitions in various sports;
 - (f) to prepare the report of the Board of Sports and Physical education to be submitted before the Board of Management;
 - (g) undertake any other task that may be assigned to him by the university authorities, so as to carry out objectives of the Board of Sports and Physical education;
 - (h) exercise such other powers and perform such other duties as prescribed by or under the Act or assigned to him by the Vice-Chancellor, from time to time.

**University
Legal Officer.**

20. (1) The University Legal Officer shall be a full time salaried officer responsible for administrating, maintaining and handling plan, guide and monitor, handle all the legal issues, court cases arising between various departments, colleges and within university.

- (2) The University Legal Officer shall be appointed by the University as per University Grants Commission (UGC) norms on the basis of direct recruitment through all India advertisement and on the recommendation of a Selection Committee constituted for the purpose and shall be placed in the scale of pay as per University Grants Commission (UGC) norms.
- (3) Where an employee of this university or any other Institution/ Government and its organisations is appointed as University Legal Officer on permanent basis, he/she shall continue to be governed by the same retirement benefit scheme, (namely Provident Fund/ Contributory Provident Fund/ Pension/ Gratuity/ Transfer TA) to which he was entitled prior to his appointment as University Legal Officer and till he/she continues to hold his/her lien on that post.
- (4) When the office of the University Legal Officer is vacant or when the University Legal Officer is, by reason of illness, absence or may 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.
- (5) A University Legal Officer on Deputation may be repatriated earlier than the stipulated period by the Board of Management on the recommendations of the Registrar and Vice Chancellor.
- (6) The Selection Committee for the post of University Legal Officer in the University shall have the following composition:
 - (a) The Vice Chancellor shall be the Chairperson of the Selection Committee.
 - (b) One senior professor nominated by the Board of Management from other University - Member.
 - (c) Two experts in the concerned subject nominated by the Vice-Chancellor out of the panel of names approved by the Board of Management – Member
 - (d) One of the Dean nominated by the Vice-Chancellor – Member
 - (e) One of the Head of Department nominated by the Vice-Chancellor - Member
 - (f) The Registrar – Member Secretary
 - (g) An academician representing SC/ST/SEBC/EWS/Women/Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.
- (7) The Appointment of the University Legal Officer shall be for a term of five years or the age of superannuation, whichever is earlier, and he shall not be eligible for re-appointment in that university.
- (8) The University Legal Officer shall, -
 - (a) keep a track of legal activities/ projects undertaken by District Legal Service Authority;
 - (b) take initiatives for the development of Legal Aid activities in the University;
 - (c) prepare an annual budget of all financial expenses to be incurred during the academic year The records of such expenses shall be maintained;

- (d) undertake any other task that may be assigned to him by the university authorities, so as to carry out objectives of the University Legal Committee;
- (e) exercise such other powers and perform such other duties as prescribed by or under the Act or assigned to him by the Vice-Chancellor, from time to time.

CHAPTER III
AUTHORITIES OF THE UNIVERSITY
(Under Section 13, 20 (c) and 20 (n) of the Act)

Board of Management.

21. (A) Members of the Board of Management:

- (a) For the member as prescribed in **14(5)(e)** of the Act, provided that for Dr. Babasaheb Ambedkar Open University the Board of Management shall have one head, to be nominated by the Chairperson from amongst the heads of departments, on seniority basis, by rotation and also on the basis of additional criteria as may be prescribed by the Statutes.
- (b) For the member as prescribed in **14(5)(g)** of the Act, provided that for Dr. Babasaheb Ambedkar Open University the Board of Management shall have two persons representing Open and Distance Learning to be selected by the Chairperson, out of whom one shall be selected from Scheduled Castes or Scheduled Tribes or De-Notified Tribes (Vimukta Jatis) or Nomadic Tribes or Other Backward Class categories, by rotation.
- (c) For the member as prescribed in **14(5)(h)** of the Act, provided that for Dr. Babasaheb Ambedkar Open University the Board of Management shall have two representatives of college managements of the Learner Support Centres to be nominated by the Chairperson from amongst the representatives of management, and further provided that same management shall not have second consecutive institutional representation: Provided that, out of the two representatives, one member shall be selected by rotation, from amongst the Scheduled Castes or Scheduled Tribes, or De-Notified Tribes (Vimukta Jatis) or Other Backward Class, if any.

(B) Mandatory Criteria for Nomination of Members of the Board of Management:

The members nominated by the Chairperson shall be from autonomous/affiliated/conducted/constituent colleges/Learner Support Centres of the concerned university which must be accredited by the National Assessment and Accreditation Council (NAAC) or National Board of Accreditation (NBA).

(C) Seniority Criteria for Nomination of Members of the Board of Management:

- (1) Seniority for nomination shall be on the basis of the date of permanent appointment from the concerned cadre.

- (2) The sequence in which a permanent appointment is made determines the seniority.
- (3) The date of commencement of duty in the institution in a permanent capacity, determines seniority. An exception to this is on a statutory absence when appointed to the post e.g. maternity leave, adoptive leave etc.
- (4) If two or more members commence duty on the same day following an interview process, their order of seniority shall be based on the order the members were ranked in the interview process. i.e. the member who was ranked highest following the interview process should be given the higher seniority ranking.
- (5) If a member leaves the institution either voluntarily or is redeployed and is subsequently reappointed to the institution in a permanent capacity at a later date, then the member's seniority shall commence from the date of re-commencement of employment in a permanent capacity. However, it is provided that if a member is sent on deputation to some other institution or posting with the consent of the parent department specifically keeping the lien on the existing post then the seniority will remain unaffected.

(D) Additional Criteria for Nomination of Members of the Board of Management:

- (a) Head or Director
 - (i) He/ She should be a permanent Professor and Head of Department at the University level.
 - (ii) He/ She should be a Ph.D. Guide and at least 3 students should have completed their Ph.D. Degree under his/her guideship.
 - (iii) He/ She should have at least 10 years of experience as permanent teaching faculty at the university level.
 - (iv) He/ She should have at least 12 research papers published in a peer-reviewed journal.
- (b) Dean
 - (i) He/ She should be a permanent Professor/Head of Department at the University level.
 - (ii) He/ She should be a Ph.D. Guide and at least 3 students should have completed their Ph.D. Degree under his/her guideship.
 - (iii) He/ She should have at least 10 years of experience as permanent teaching faculty at the university level.
 - (iv) He/ She should have at least 12 research papers published in a peer-reviewed journal.
- (c) Teachers (who are not Principals)
 - (i) He/ She should be a permanent faculty approved by the respective university.
 - (ii) He/ She should be a Ph.D. Guide.
 - (iii) He/ She should have at least 10 years of experience as permanent teaching faculty approved by the respective university.

- (iv) He/ She should have at least 5 research papers published in a peer-reviewed journal.
- (d) Teachers of affiliated/ constituent college/ Learner Support Centre
 - (i) He/ She should be a permanent faculty at affiliated/ constituent college/ Learner Support Centre of University.
 - (ii) He/ She should be a Ph.D. Guide.
 - (iii) He/ She should have at least 10 years of experience as permanent teaching faculty at affiliated/ constituent college/ Learner Support Centre of the University.
 - (iv) He/ She should have at least 5 research papers published in a peer-reviewed journal.
- (e) Members of the Academic Council
 - (i) He/ She should be a permanent faculty approved by the respective university and a member of the Academic Council.
 - (ii) He/ She should be a Ph.D. Guide.
 - (iii) He/ She should have at least 10 years of experience as permanent teaching faculty approved by the respective university.
 - (iv) He/ She should have at least 5 research papers published in a peer-reviewed journal.
- (f) All the members of the Board of Management shall be nominated by the Chairperson as per the provisions of section 14 of the Act.**
- (g) At least one-third of the total members to be nominated by the Chairperson of the Board of Management shall be invariably women.**
- (h) Meetings of the Board of Management:**

The Board of Management shall meet as and when required but not less than two times a year.
- (i) Notice of the Meeting for the Board of Management:**

The Registrar shall issue a notice of meeting of the Board of Management at least fifteen clear days before the date of the meeting. He shall issue an agenda of the meeting to all the members of the Board of Management at least ten clear days prior to the date of the meeting:

Provided that the Chairperson shall have the power to waive the period of notice in case of an emergency meeting:

Provided further that in case of emergency, the proposal not included in the agenda of the meeting, may be taken up for consideration, as a table agenda with the consent of the Chairperson.
- (j) Quorum for the Board of Management:**

The quorum for the meeting of the Board of Management shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.
- (k) Conduct of Business for the Board of Management:**
 - (1) Each member before he takes his place, shall register his attendance in a book placed for the purpose at the entrance of the place of the meeting.

- (2) The Chairperson, or in his absence, the senior most person selected by the members present from amongst themselves shall preside at the meeting.
- (3) Once the meeting commences the first business to be transacted shall be reading and signing the minutes of the previous meeting. Along with this Action Taken Report and Compliance Report of the previous meeting shall be reviewed invariably.
- (4) After reviewing the Action Taken Report and Compliance Report of the previous meeting, if work seems not to be done as per the agenda item then discussions shall be held for it. On the basis of the discussion the Chairperson shall take the decision to continue or discontinue with the said agenda item.
- (5) Recommendations, if they are part of the business to be entertained at the meeting by the three members selected by the Chairperson.
- (6) The Chairperson has the authority to maintain order and may caution or exclude any member disrupting the meeting's decorum.
- (7) All members should conduct themselves in a professional manner, respecting the right of others to speak.
- (8) Members must declare any conflicts of interest at the start of the meeting or before the discussion of the relevant agenda item. Members with a conflict of interest should recuse themselves from the discussion and decision-making on that item.
- (9) Accurate minutes must be kept of each meeting, recording the decisions made and, where appropriate, the reasons for those decisions. Minutes do not need to be a verbatim record but must accurately reflect the discussions held and decisions made.
- (10) The Board may establish sub-committees or working groups to deal with specific issues. These groups will report back to the Board, and their recommendations will be subject to the Board's approval.
- (11) Periodically, the Board shall review the effectiveness of its meetings to ensure they are well organized, and efficiently run, and that they encourage open communication and meaningful contribution from all members.
- (12) The Board of Management may refer any of the subjects within its purview to the relevant authority/public body of the University. The report of such authority/body shall be considered by the Board of Management.
- (13) The decision of the Board of Management shall be recorded in the form of a resolution. However, any dissent specifically asked by the member/s for being so recorded shall be recorded.
- (14) The members of the Board of Management shall be under obligation to safeguard the interest of the University and honour the resolutions.
- (15) The consideration of the Annual Report, Annual Accounts, and financial estimates and resolutions thereon, when they are part of the business to be entertained at the meeting.
- (16) The consideration of Ordinances, matters for making, amending, and repealing Statutes, and proposals recommending amendments in the Act.

- (17) Any matter for a change in the order of business, provided that such matter shall not affect the order hereinabove indicated or give priority to any item of business over the items mentioned above; or any of them.
 - (18) Any business and matters of which due notice has been given; in the order in which such business and matters are entered in the statements of business; and matters to be brought forward subject to the provisions of the said Act.
 - (19) Where necessary, meetings may be conducted through teleconferencing or video conferencing. Such digital meetings must adhere to all the procedural requirements.
 - (20) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have one casting vote. The Member Secretary of the Board of Management shall have the right to participate in the deliberations but shall not have the right to vote. The permanent invitees shall have the right to participate in the deliberations relating to the particular subject matter only and shall not have the right to vote.
- (I) Minutes of the Meeting for the Board of Management:**
- (1) The Registrar shall submit the minutes of the meeting of the Board of Management within three days from the date of the meeting to the Chairperson for his approval.
 - (2) The minutes of the meeting shall be circulated to all the members of the Board of Management along with the agenda of the subsequent meeting within 10 days without fail.
 - (3) On approval of the minutes by the Chairperson, the Registrar or the officers concerned may proceed with the implementation of the resolutions of the Board of Management. The action taken report on the resolutions shall be reported to the Board of Management in its succeeding meeting. The Registrar shall ensure that the action taken on every resolution of the Board of Management is duly reported to the Board of Management as soon as the action thereon is completed.
 - (4) The agenda of the meeting of the Board of Management along with its enclosures and the minutes of the meeting shall be treated as confidential, till the actions on the resolutions are completed.

22. (A) Members of the Executive Council:

Executive Council.

- (a) For the member as prescribed in **16(v)** of the Act, provided that for Dr. Babasaheb Ambedkar Open University the Executive Council shall have three Heads of University Departments, to be nominated by the Vice-Chancellor taking into consideration the overall seniority, by rotation and also on the basis of additional criteria as may be type of the university and prescribed by the Statutes.
- (b) For the member as prescribed in **16(vi)** of the Act, provided that for Dr. Babasaheb Ambedkar Open University the Executive Council shall have four Principals of recognized Learner Support Centres, to be nominated by the Vice-Chancellor taking into consideration, by rotation and also on the

basis of additional criteria like overall performance of the Learner Support Centres, student strength at the Learner Support Centres, courses being offered at the Learner Support Centres, Student support at Learner Support Centres etc. as may be prescribed by the Statutes.

- (c) For the member as prescribed in 16(viii) of the Act, provided that for Dr. Babasaheb Ambedkar Open University the Executive Council shall have four teachers of Learner Support Centres, to be nominated by the Vice-Chancellor taking into consideration, by rotation and also on the basis of criteria as may be prescribed by the Statutes.
- (d) In addition to the members as prescribed in 16 of the Act, for Dr. Babasaheb Ambedkar Open University the Executive Council shall have two members from the Open and Distance Learning/Online Learning institutes/expertise.

(B) Mandatory Criteria for Nomination of Members of the Executive Council:

The members nominated by the Chairperson shall be from autonomous/affiliated/conducted/constituent colleges/Learner Support Centres of the concerned university which must be accredited by the National Assessment and Accreditation Council (NAAC) or National Board of Accreditation (NBA).

(C) Seniority Criteria for Nomination of Members of the Executive Council:

- (1) Seniority for nomination shall be on the basis of the date of permanent appointment from the concerned cadre.
- (2) The sequence in which a permanent appointment is made determines the seniority.
- (3) The date of commencement of duty in the institution in a permanent capacity, determines seniority. An exception to this is on a statutory absence when appointed to the post e.g. maternity leave, adoptive leave etc.
- (4) If two or more members commence duty on the same day following an interview process, their order of seniority shall be based on the order the members were ranked in the interview process. i.e. the member who was ranked highest following the interview process should be given the higher seniority ranking.
- (5) If a member leaves the institution either voluntarily or is redeployed and is subsequently reappointed to the institution in a permanent capacity at a later date, then the member's seniority shall commence from the date of re-commencement of employment in a permanent capacity. However, it is provided that if a member is sent on deputation to some other institution or posting with the consent of the parent department specifically keeping the lien on the existing post then the seniority will remain unaffected.

(D) Additional Criteria for Nomination of Members of the Executive Council:

- (a) Head

- (i) He/ She should be a permanent Professor/Head of Department at the University level.
 - (ii) He/ She should be a Ph.D. Guide and at least 5 students should have completed their Ph.D. Degree under his/her guideship.
 - (iii) He/ She should have at least 15 years of experience as permanent teaching faculty at the university level.
 - (iv) He/ She should have at least 7 research papers published in a peer-reviewed journal.
- (b) Principal
- (i) He/ She should be a permanent Principal of a college, confirmed by the respective university.
 - (ii) He/ She should be a Ph.D. Guide and at least 3 students should have completed their Ph.D. Degree under his/her guideship.
 - (iii) He/ She should have at least 15 years of experience as permanent teaching faculty at college.
 - (iv) He/ She should have at least 10 research papers published in a peer-reviewed journal.
- (c) Teachers (other than Head of Department)
- (i) He/ She should be a permanent faculty approved by the respective university.
 - (ii) He/ She should be a Ph.D. Guide.
 - (iii) He/ She should have at least 10 years of experience as permanent teaching faculty approved by the respective university.
 - (iv) He/ She should have at least 5 research papers published in a peer-reviewed journal.
- (d) Teachers of affiliated/ constituent college/ Learner Support Centre
- (i) He/ She should be a permanent faculty at affiliated/ constituent college/ Learner Support Centre of University.
 - (ii) He/ She should be a Ph.D. Guide.
 - (iii) He/ She should have at least 10 years of experience as permanent teaching faculty at affiliated/ constituent college/ Learner Support Centre of the University.
 - (iv) He/ She should have at least 5 research papers published in a peer-reviewed journal.
- (e) **All the members of the Executive Council shall be nominated by the Chairperson as per the provisions of section 16 of the Act.**
- (f) **At least one-third of the total members to be nominated by the Chairperson of the Executive Council shall be invariably women.**
- (g) **Meetings of the Executive Council:**
The Executive Council shall meet every two months and as and when required.
- (h) **Notice of the Meeting for the Executive Council:**
The Registrar shall issue a notice of the meeting of the Executive Council at least fifteen clear days prior to the day of meeting. He shall send the agenda for the meeting to all the members of the Executive Council at least ten clear days before the meeting.

Provided that the Chairperson shall have the power to waive the period of notice in case of an emergency meeting:

Provided further that in case of emergency, the proposal not included in the agenda of the meeting, may be taken up for consideration, as a table agenda with the consent of the Chairperson.

(i) Quorum for the Executive Council:

The quorum for the meeting of the Executive Council shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.

(j) Conduct of Business for the Executive Council:

- (1) Each member before he takes his place, shall register his attendance in a book placed for the purpose at the entrance of the place of the meeting.
- (2) The Vice-Chancellor, or in his absence, the senior most person selected by the members present from amongst themselves shall preside at the meeting.
- (3) Once the meeting commences the first business to be transacted shall be reading and signing the minutes of the previous meeting. Along with this Action Taken Report and Compliance Report of the previous meeting shall be reviewed invariably.
- (4) After reviewing the Action Taken Report and Compliance Report of the previous meeting, if work seems not to be done as per the agenda item then discussions shall be held for it. On the basis of the discussion the Chairperson shall take the decision to continue or discontinue with the said agenda item.
- (5) Recommendations, if they are part of the business to be entertained at the meeting by the three members selected by the Chairperson.
- (6) The Chairperson has the authority to maintain order and may caution or exclude any member disrupting the meeting's decorum.
- (7) All members should conduct themselves in a professional manner, respecting the right of others to speak.
- (8) Members must declare any conflicts of interest at the start of the meeting or before the discussion of the relevant agenda item. Members with a conflict of interest should recuse themselves from the discussion and decision-making on that item.
- (9) Accurate minutes must be kept of each meeting, recording the decisions made and, where appropriate, the reasons for those decisions. Minutes do not need to be a verbatim record but must accurately reflect the discussions held and decisions made.
- (10) The Executive Council may establish sub-committees or working groups to deal with specific issues. These groups will report back to the Executive Council, and their recommendations will be subject to the Executive Council's approval.
- (11) Periodically, the Executive Council shall review the effectiveness of its meetings to ensure they are well organized, and efficiently run, and that they

encourage open communication and meaningful contribution from all members.

- (12) The business at the meeting of the Executive Council shall be transacted in accordance with the agenda issued for the purpose and the various proposals placed on the agenda shall be considered, unless otherwise decided at the meeting.
- (13) The decision of the Executive Council shall be recorded in the form of resolution. It shall not contain the deliberations and discussions. However, any dissent specifically asked by the member/s for being so recorded, shall be recorded.
- (14) Any matter for a change in the order of business, provided that such matter shall not affect the order hereinabove indicated or give priority to any item of business over the items mentioned above; or any of them.
- (15) Any business and matters of which due notice has been given; in the order in which such business and matters are entered in the statements of business; and matters to be brought forward subject to the provisions of the said Act.
- (16) Where necessary, meetings may be conducted through teleconferencing or video conferencing. Such digital meetings must adhere to all the procedural requirements.
- (17) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have one casting vote.

(k) Minutes of the Meeting for the Executive Council:

- (1) The Registrar shall submit the minutes of the meeting of the Executive Council within seven days from the date of the meeting to the Chairperson for his approval.
- (2) The minutes of the meeting shall be circulated to all the members of the Executive Council along with the agenda of the subsequent meeting without fail.
- (3) On approval of the minutes by the Chairperson, the Registrar or the officers concerned may proceed with the implementation of the resolutions of the Executive Council. The Registrar shall ensure that the action taken on every resolution of the Executive Council is duly reported to the Executive Council as soon as the action thereon is completed.

Academic Council.

23. (A) Members of the Academic Council:

- (a) the Vice-Chancellor - Chairperson;
- (b) the Registrar – Member-Secretary;
- (c) Deans of Faculties and Associate Deans (if any);
Provided that for The Maharaja Sayajirao University of Baroda, the Vice-Chancellor shall nominate 5 Deans of Faculties, by rotation, on the basis of seniority and also on the basis of additional criteria.
- (d) the Controller of Examination;
- (e) the Finance and Accounts Officer;

- (f) the Vice-Chancellor shall nominate the following members, as per the recommendations of a special committee appointed by him on seniority basis and also on the basis of additional criteria: —
- (i) eight Principals of conducted, autonomous or affiliated/constituent colleges which are accredited B+ grade by the National Assessment and Accreditation Council (NAAC) or National Board of Accreditation (NBA), as the case may be, out of whom one shall be woman and one shall be a person belonging Scheduled Castes or Scheduled Tribes or De-Notified Tribes (*Vimukta Jatis*) or Nomadic Tribes or Other Backward Class, by rotation, on seniority basis:
- Provided that for The Maharaja Sayajirao University of Baroda; one Principal of constituent colleges which are accredited by the National Assessment and Accreditation Council (NAAC) or National Board of Accreditation (NBA), as the case may be;
- Provided that for Dr. Babasaheb Ambedkar Open University the Academic Council shall have four Principals from Learner Support Centres approved/recognized by Babasaheb Ambedkar Open University which are accredited B+ grade by the National Assessment and Accreditation Council (NAAC) or National Board of Accreditation (NBA), as the case may be, out of whom one shall be woman and one shall be a person belonging Scheduled Castes or Scheduled Tribes or De-Notified Tribes (*Vimukta Jatis*) or Nomadic Tribes or Other Backward Class, by rotation, on seniority basis.
- (ii) two university professors, out of whom one shall be a person belonging Scheduled Castes or Scheduled Tribes or De-Notified Tribes (*Vimukta Jatis*) or Nomadic Tribes or Other Backward Class, by rotation, on seniority basis;
- (iii) one head of a recognised institution, by rotation, on seniority basis;
- (g) two teachers, representing each faculty, with not less than fifteen years of teaching experience to be nominated by the Vice-Chancellor, out of whom one shall be a person belonging Scheduled Castes or Scheduled Tribes or De-Notified Tribes (*Vimukta Jatis*) / Nomadic Tribes or Other Backward Class provided that the reservation per faculty shall be decided by drawing lots:
- Provided that, out of the teachers representing each faculties, under this clause, one shall be a woman, to be decided by the Board of Management;
- (h) one representative of management nominated by the Board of Management:
- Provided that for The Maharaja Sayajirao University of Baroda this clause shall not be applicable;
- (i) Eight eminent experts from the institutes or organisations of national repute, such as Indian Institute of Technology, Indian Institute of Science Education and Research, Indian Institute of Management, Indian Space Research Organisation, Institute of Chartered Accountants of India, Institute of Cost Accountants of India, Institute of Company Secretaries of India, Indian Council for Social Research, Industrial Associations, Indian

Olympic Association and allied fields and as much as possible representing all the faculties, nominated by Vice-Chancellor in consultation with the State Government;

- (j) Chairpersons of Board of Studies;
- (k) an eminent person from The Gujarat Chamber of Commerce and Industry [GCCCI] in the field of business and industry can be a member, as nominated by the Vice-Chancellor.
- (l) In addition to the members as prescribed in 18(4) of the said Act, for Dr. Babasaheb Ambedkar Open University the Academic Council shall have four representatives of Open and Distance Learning/Online Learning institute/expertise.

(B) Mandatory Criteria for Nomination of Members of the Academic Council:

The members nominated by the Chairperson shall be from autonomous/affiliated/conducted/constituent colleges/Learner Support Centres of the concerned university which must be accredited by the National Assessment and Accreditation Council (NAAC) or National Board of Accreditation (NBA).

(C) Seniority Criteria for Nomination of Members of the Academic Council:

- (1) Seniority for nomination shall be on the basis of the date of permanent appointment from the concerned cadre.
- (2) The sequence in which a permanent appointment is made determines the seniority.
- (3) The date of commencement of duty in the institution in a permanent capacity, determines seniority. An exception to this is on a statutory absence when appointed to the post e.g. maternity leave, adoptive leave etc.
- (4) If two or more members commence duty on the same day following an interview process, their order of seniority shall be based on the order the members were ranked in the interview process. i.e. the member who was ranked highest following the interview process should be given the higher seniority ranking.
- (5) If a member leaves the institution either voluntarily or is redeployed and is subsequently reappointed to the institution in a permanent capacity at a later date, then the member's seniority shall commence from the date of re-commencement of employment in a permanent capacity. However, it is provided that if a member is sent on deputation to some other institution or posting with the consent of the parent department specifically keeping the lien on the existing post then the seniority will remain unaffected.

(D) Additional Criteria for Nomination of Members of the Academic Council:

- (a) Principal
 - (i) He/ She should be a permanent Principal of a college, confirmed by the Commissioner of Higher Education and the respective university.

- (ii) He/ She should be a Ph.D. Guide and at least 3 students should have completed their Ph.D. Degree under his/her guideship.
 - (iii) He/ She should have at least 15 years of experience as permanent teaching faculty at a college or the university level.
 - (iv) He/ She should have at least 10 research papers published in a peer-reviewed journal.
- (b) University Professor
- (i) He/ She should be a permanent Professor at the University level.
 - (ii) He/ She should be a Ph.D. Guide and at least 3 students should have completed their Ph.D. Degree under his/her guideship.
 - (iii) He/ She should have at least 10 years of experience as permanent teaching faculty at the university level.
 - (iv) He/ She should have at least 12 research papers published in a peer-reviewed journal.
- (c) Head
- (i) He/ She should be a permanent Professor and Head of Department at the University level.
 - (ii) He/ She should be a Ph.D. Guide and at least 5 students should have completed their Ph.D. Degree under his/her guideship.
 - (iii) He/ She should have at least 10 years of experience as permanent teaching faculty at the university level.
 - (iv) He/ She should have at least 12 research papers published in a peer-reviewed journal.
- (d) All the members of the Academic Council shall be nominated by the Chairperson as per the provisions of section 18 of the Act.**
- (e) At least one-third of the total members to be nominated by the Chairperson of the Academic Council shall be invariably women.**
- (f) Meetings of the Academic Council:**
The Academic Council shall meet as and when required, but not less than four times a year.
- (g) Notice of the Meeting for the Academic Council:**
The Registrar shall issue a notice of the meeting of the Academic Council at least fifteen clear days prior to the day of meeting. He shall send the agenda for the meeting to all the members of the Academic Council at least ten clear days before the meeting.
Provided that the Chairperson shall have the power to waive the period of notice in case of an emergency meeting:
Provided further that in case of emergency, the proposal not included in the agenda of the meeting, may be taken up for consideration, as a table agenda with the consent of the Chairperson.
- (h) Quorum for the Academic Council:**
The quorum for the meeting of the Academic Council shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no

quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.

(i) Conduct of Business for the Academic Council:

- (1) Each member before he takes his place, shall register his attendance in a book placed for the purpose at the entrance of the place of the meeting.
- (2) The Vice-Chancellor, or in his absence, the senior most person selected by the members present from amongst themselves shall preside at the meeting.
- (3) Once the meeting commences the first business to be transacted shall be reading and signing the minutes of the previous meeting. Along with this Action Taken Report and Compliance Report of the previous meeting shall be reviewed invariably.
- (4) After reviewing the Action Taken Report and Compliance Report of the previous meeting, if work seems not to be done as per the agenda item then discussions shall be held for it. On the basis of the discussion the Chairperson shall take the decision to continue or discontinue with the said agenda item.
- (5) Recommendations, if they are part of the business to be entertained at the meeting by the three members selected by the Chairperson.
- (6) The Chairperson has the authority to maintain order and may caution or exclude any member disrupting the meeting's decorum.
- (7) All members should conduct themselves in a professional manner, respecting the right of others to speak.
- (8) Members must declare any conflicts of interest at the start of the meeting or before the discussion of the relevant agenda item. Members with a conflict of interest should recuse themselves from the discussion and decision-making on that item.
- (9) Accurate minutes must be kept of each meeting, recording the decisions made and, where appropriate, the reasons for those decisions. Minutes do not need to be a verbatim record but must accurately reflect the discussions held and decisions made.
- (10) The Academic Council may establish sub-committees or working groups to deal with specific issues. These groups will report back to the Academic Council, and their recommendations will be subject to the Academic Council's approval.
- (11) Periodically, the Academic Council shall review the effectiveness of its meetings to ensure they are well organized, and efficiently run, and that they encourage open communication and meaningful contribution from all members.
- (12) The business at the meeting of the Academic Council shall be transacted in accordance with the agenda issued for the purpose and the various proposals placed on the agenda shall be considered, unless otherwise decided at the meeting.
- (13) The decision of the Academic Council shall be recorded in the form of resolution. It shall not contain the deliberations and discussions. However,

any dissent specifically asked by the member/s for being so recorded, shall be recorded.

- (14) Any matter for a change in the order of business, provided that such matter shall not affect the order hereinabove indicated or give priority to any item of business over the items mentioned above; or any of them.
- (15) Any business and matters of which due notice has been given; in the order in which such business and matters are entered in the statements of business; and matters to be brought forward subject to the provisions of the said Act.
- (16) Where necessary, meetings may be conducted through teleconferencing or video conferencing. Such digital meetings must adhere to all the procedural requirements.
- (17) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have one casting vote.

(j) Minutes of the Meeting for the Academic Council:

- (1) The Registrar shall submit the minutes of the meeting of the Academic Council within seven days from the date of the meeting to the Chairperson for his approval.
- (2) The minutes of the meeting shall be circulated to all the members of the Academic Council along with the agenda of the subsequent meeting without fail.
- (3) On approval of the minutes by the Chairperson, the Registrar or the officers concerned may proceed with the implementation of the resolutions of the Academic Council. The Registrar shall ensure that the action taken on every resolution of the Academic Council is duly reported to the Academic Council as soon as the action thereon is completed.

(k) Powers and Duties of Academic Council

- (1) The Academic Council shall have the following powers and duties, namely:
—
 - (i) to ensure that the university becomes a vibrant hub for promotion of research and development, interactions and linkages with industries, foreign universities, cultivation of intellectual property rights and entrepreneurship and incubation of knowledge linked industries;
 - (ii) to consider and approve with modifications, if any, the matters referred to it by the Board of Studies through the faculty;
 - (iii) to ensure that there is choice based credit systems for all certificates, diplomas, degrees, post-graduate programs and other academic distinctions through implementation of the National Education Policy (NEP) – 2020;
 - (iv) to ensure that the spirit of research and entrepreneurship percolates to all colleges and recognized institutions of the university;
 - (v) to approve fees, other fees and charges as recommended by the Board of Deans;

- (vi) to recommend to the Board of Management, the institution of degrees, diplomas, certificates and other academic distinctions;
- (vii) to propose draft of Ordinances relating to the academic matter to the Board of Management;
- (viii) to make, amend or repeal Ordinances and Regulations relating to academic matters;
- (ix) to allocate subjects to the faculties;
- (x) to prescribe qualifications and norms for appointment of paper-setters, examiners, moderators and others, concerned with the conduct of examinations and evaluation;
- (xi) to consider and make recommendations to the Board of Management for creation of posts of university teachers and non-vacation academic staff, required by the university from the funds of the university and from the funds received from other funding agencies and prescribe their qualifications, experience and pay-scales;
- (xii) to prescribe norms for recognition of any member of the staff of an affiliated college or recognized institution as a teacher of the university, in consonance with the norms of the University Grants Commission and the State Government;
- (xiii) to prescribe norms for granting affiliation, continuation of affiliation, extension of affiliation to colleges, and recognition, continuation of recognition, extension of recognition to institutions of higher learning and research or specialized studies;
- (xiv) to grant affiliation to colleges or institutions in accordance with the provisions of the Act, the Statutes, Ordinances and Regulations;
- (xv) to accord recognition to various certificate, diploma, advanced diploma and degrees programs run by private skills education providers and empowered autonomous skills development colleges, in consonance with the norms of the University Grants Commission and the State Government;
- (xvi) to recommend to the State Government the comprehensive perspective plan as prepared by the Board of Deans and recommended by the Board of Management;
- (xvii) to approve annual plan for the location of colleges and institutions of higher learning, as prepared by the Board of Deans and recommended by the Board of Management;
- (xviii) to recommend to the Board of Management conferment of autonomous status on institutions, departments, affiliated or conducted colleges and recognized institutions in accordance with the provisions of the Statutes;
- (xix) to approve new courses, interdisciplinary courses and short-term training programs referred to it by the Board of Deans;

- (xx) to approve the course syllabi, course credit, paper-setters, examiners and moderators paper-setters, and evaluation schemes of various courses recommended by the faculty concerned;
 - (xxi) to advise the university on all academic matters and submit to the Board of Management feasibility reports on academic programs;
 - (xxii) to create policy, procedure and practice for multidisciplinary, research and all programs recommended by the National Education Policy (NEP) – 2020;
 - (xxiii) to create policy for mobility of students among various universities of the State and also lay down the policy for giving flexibility to choose and learn different course modules among different faculties in a university or other universities in the State as recommended by UGC, State and Central Government and other regulating agencies under the National Education Policy (NEP) – 2020;
 - (xxiv) to work out the procedures, policies and practices to introduce more flexible approach to education and of ‘adaptive pace of learning’ with minimum and maximum duration for completion of a degree and other academic programs;
 - (xxv) to ensure that the research projects are an integral part of post-graduate programs as recommended by the National Education Policy (NEP) – 2020;
 - (xxvi) to prepare academic calendar of the university for the subsequent academic year as per the guidelines from the University Grants Commission and the State Government, three months before the expiry of the current academic year;
 - (xxvii) to recommend to the Board of Management establishment of departments, colleges, schools, centers, institutions of higher learning, research and specialized studies with the approval of the State Government;
 - (xxviii) to exercise such other powers and perform such other duties as may be conferred or imposed on it by or under the Act, the Statutes, Ordinances and Regulations and the State Government;
 - (xxix) to work in accordance with the goals and objectives outlined in NEP-2020 as per guidelines issued by NEP-2020
- (2) The Academic Council shall refer all matters or decisions involving financial implications to the Board of Management for approval

24. (1) There shall be a Board of Deans/ Directors of School of Studies to co-ordinate, oversee, implement and to supervise the academic activities of the university. It shall be responsible to plan the development of the university in academics, research and development, entrepreneurship, intellectual property rights, incubation of industries and linkages with industries for integrated planning It shall also plan, monitor, guide and co-ordinate undergraduate and post-graduate academic programs and development of affiliated colleges/ recognised institutions/ learner support centres.

**Board of
Deans/
Directors
School of
Studies.**

- (2) The Board of Deans/ Directors of School of Studies shall consist of the following members, namely: —
- (a) the Vice-Chancellor, Chairperson;
 - (b) the Deans of faculties;
 - (c) the Director of Innovation, Startups, Internship, Incubation, Collaborations Technology and Linkages;
 - (d) the Director of Research;
 - (e) the Director of IQAC.

(A) Powers and Duties of Board of Deans/ Directors of School of Studies

- (1) The Board of Deans/ Directors of School of Studies shall have the following powers and duties, namely: —
- (a) to make recommendations to the Academic Council for the conduct of post-graduate courses in university departments and post-graduate departments in colleges and recognized institutions;
 - (b) to consider and recommend to the Academic Council, new courses, interdisciplinary courses and short-term training programmes referred to it by the faculty;
 - (c) to recommend to the Academic Council, the norms of recognition of post-graduate teachers and research guides in colleges and recognized institutions;
 - (d) to grant recognition to the post-graduate teachers and research guides as recommended by the Research and Recognition Committee in accordance with the norms prescribed by the Academic Council;
 - (e) to recommend to the Vice-Chancellor recognition of private skills education providers and empowered autonomous skills education colleges by following the procedure as prescribed under the Act;
 - (f) to consider and recommend to the Academic Council the proposals submitted by the private skills education providers and empowered autonomous skills development colleges in respect of starting new certificate, diploma, advanced diploma and degree programs and designing the curricula thereof;
 - (g) to prepare a comprehensive perspective plan of five years for integrating therein the plan of Development in a manner ensuring equitable distribution of facilities for higher education, as per the guidelines framed by the Commission;
 - (h) to prepare the annual plan for the location of colleges and institutions of higher learning, in consonance with the perspective plan;
 - (i) to conduct academic audit of the university departments, institutions, affiliated colleges/ recognised institutions/ learner support centres, autonomous university departments and institutions, empowered autonomous colleges, cluster of institutions, empowered autonomous skills development colleges and recognized institutions, which shall be carried out by an Academic Audit Committee, having an equal number of internal and external members;

- (j) to oversee the continuation of affiliation to colleges and continuation of recognition to institutions through a system of academic audit;
- (k) to recommend proposals to the Academic Council for the establishment of conducted colleges, schools, departments, institutions of higher learning, research and specialized studies, academic services units, libraries, laboratories and museums in the university;
- (l) to consider and make recommendations to the Academic Council for creation of posts of university teachers and non-vacational academic staff required by the university, from the funds of the university and from the funds received from other funding agencies, and prescribe their qualifications, experience and pay-scales;
- (m) to make proposal to the Board of Management for the institution of fellowship, travelling fellowship, scholarship, studentship, medals and prizes and make regulations for their award;
- (n) to recommend to the Board of Management through the Academic Council, the proposal for the conduct of inter-faculty and area or regional studies, common facilities, such as instrumentation centers, workshops, hobby centers, museums, etc;
- (o) to recommend to the Academic Council the proposals to prescribe fees, other fees and charges;
- (p) to draft Ordinances and place them before the Management;
- (q) to draft regulations and place them before the Board of Management and the Academic Council, as the case may be, for its approval
- (2) The Board of Deans/ Directors of School of Studies shall appoint a Research and Recognition Committee for each Board of Studies, -
 - (a) The Research and Recognition Committee shall consist of the following members, namely: -
 - (i) the Vice-Chancellor, Ex-officio Chairman;
 - (ii) Dean of the faculty concerned and Associate Dean of the concerned group of subjects, if any;
 - (iii) the Chairperson, Board of Studies;
 - (iv) two experts in the subject, to be nominated by the Vice-Chancellor, not below the rank of Professor, who have successfully guided at least three Doctorate of Philosophy (PhD) students and have published research work in recognized or reputed national or international journals, anthologies, etc, one of whom shall be from outside the university;
 - (b) the Research and Recognition Committee shall have the following powers and duties, namely: —
 - (i) to approve the topic of thesis or dissertation in the subject;
 - (ii) to recommend to the Vice-Chancellor a panel of referees for thesis or dissertations for awarding post-graduate, doctorate and higher degrees, based on the criteria as approved by the Academic Council;
 - (iii) to recommend to the Board of Deans/ Directors of School of Studies, by following appropriate process, names of post-graduate teachers, research scientists in the recognized research and other institutions, active research

and development experts having of not less than ten years' experience in research and development laboratories or centres in variety of industries, for recognition as approved research guides;

- (iv) to undertake any other task in academic and research and development matters, as may be assigned to it by the Board of Deans/ Directors of School of Studies, the Faculty and the Academic Council

(3) Meetings of the Board of Deans/ Directors of School of Studies:

The Board of Deans/ Directors of School of Studies shall meet at least twice a year or on requisition of one-third of its sitting members.

(4) Notice of the Meeting of the Board of Deans/ Directors of School of Studies:

The notice of at least eight clear days along with the agenda for the meeting shall be given to the members.

(5) Quorum of the Board of Deans/ Directors of School of Studies:

The quorum for the meeting of the Board of Deans/ Directors of School of Studies shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.

(6) Conduct of Business for the Board of Deans/ Directors of School of Studies:

- (1) The Vice Chancellor shall be the Chairperson or in his absence, a person selected by the members present from amongst themselves shall preside at the meeting.
- (2) The business at the meeting of the Board of Deans/ Directors of School of Studies shall be transacted in accordance with the agenda issued for the purpose and the various proposals placed in the agenda shall be considered serially, unless otherwise decided at the meeting.
- (3) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have the casting vote.
- (4) The decision of the Board of Deans/ Directors of School of Studies shall be recorded in the form of resolution.

(7) Minutes of the Meeting for the Board of Deans/ Directors of School of Studies:

- (1) The minutes of the meeting of the Board of Deans/ Directors of School of Studies shall be prepared immediately after the meeting is concluded and shall be submitted to the Chairperson for his approval.

- (2) On approval of the minutes by the Chairperson, the officers concerned may proceed with the implementation of the resolutions of the Board of Deans/ Directors of School of Studies.
- (3) The action taken on the resolutions shall be reported to the Board of Deans/ Directors of School of Studies in the succeeding meeting.
- (4) If required, the Chairperson may invite members of the Centre for Internal Quality Assurance (CIQA) to the meetings of the Board of Deans/ Directors of School of Studies for assistance or seeking inputs on any matter. The member(s) so invited would be treated as an invitee and shall not have the right to vote on any decision of the Board of Deans/ Directors of School of Studies.

25. (1) There shall be a Board of Studies for every subject or group of subjects. The Board of Studies shall be the primary academic body of the university

Board of Studies.

(2) The Board of Studies shall consist of the following members, namely: —

(a) head of the university department or institution in the relevant subject:

Provided that, where there is no university department in the subject, the Board shall, at its first meeting co-opt the head of the department who is recognized for imparting teaching to post graduate students in an affiliated college or a recognized institution having post graduate teaching in that subject;

(b) six teachers having minimum ten years teaching experience, nominated by the Vice-Chancellor in consultation with the Dean of the respective faculty, from the following categories, namely: —

(i) two teachers from amongst the full time teachers of the university departments in the relevant subject, from which one should be the senior most teacher;

(ii) two teachers from amongst recognized post-graduate teachers in affiliated/ constituent colleges, or recognized institutions or post-graduate centres offering post-graduate programme in the concerned subject;

(iii) three teachers from affiliated/ constituent colleges and recognized institutions other than heads of departments;

(c) three heads of departments from affiliated/ constituent colleges or recognized institutions to be nominated by the Vice-Chancellor in consultation with the Executive Council, from amongst the heads of departments of affiliated colleges/ recognised institutions/ learner support centres;

(d) the Board of Studies, at its first meeting, shall, -

(i) Subject to the provisions of Ineligibility for second consecutive term section, select one of the members as a chairperson of the board of the studies from amongst its members:

Provided that the member to be selected as a chairperson of Board of Studies shall be a post graduate recognized teacher imparting teaching to post graduate students; and thereafter co-opt —

(ii) one professor from other universities; and

(iii) four experts as under: -

- (A) a person holding a rank not lower than that of Assistant Director, in national laboratories or institutions; or recognized institutions or industry or experts in the related field having published at least one reference book in the subject; or at least three research papers in recognized national or international journals;
- (B) an eminent scholar in the subject;
- (C) an eminent person from the subject-related industries or association or professional body;
- (D) person having at least ten years working or ownership or advisory or consultancy experience in the field relevant to the subject
- (E) top rankers of the Final Year Graduate and Final Year Post Graduate examination of previous year of the concerned subject as invitee members for discussions on framing or revision of syllabus of that subject or group of subjects for one year

(A) Powers and Functions of Board of Studies:

- (1) The Board of Studies shall have the following powers and duties, namely:
- (a) to recommend to the Board of Management through the faculty or faculties concerned and the Academic Council, the introduction of new diplomas and degrees;
 - (b) to recommend to the Board of Management through the faculty or faculties concerned and the Academic Council, the discontinuation of diplomas and degrees which have become irrelevant;
 - (c) to recommend to the faculty concerned, the course syllabi, course structures and evaluation schemes of various courses;
 - (d) to recommended to the reference books or supplementary reading books and such other material useful for study of the course;
 - (e) to recommend to the faculty, modifications in respect of addition or deletion or updating of courses;
 - (f) to prepare the panels of paper-setters, examiners and moderators for the university examinations and evaluation, based on the criteria laid down by the Academic Council and recommend them to the Board of Examination and Evaluation;
 - (g) to suggest to the Dean of the faculty concerned, organization of orientation and refresher courses in the subject in the summer or winter vacations;
 - (h) to prepare the requirements with regard to library, laboratory, equipment in respect of courses concerned;
 - (i) to suggest extension programs with respect to the courses introduced;
 - (j) to understand the requirements of industry or corporate or society at large and to incorporate them into the syllabi to make the teaching-learning process relevant to the needs of the time;
 - (k) to encourage learning by collaboration and participation by using information and communication technology tools;

- (1) to design curricula, add vocational content to every discipline and to prescribe the minimum period to pursue skill development programme and the level of proficiency expected.
- (2) **Meetings for Board of Studies:**
The Board of Studies shall meet at least three times a year and or on requisition of one- third of its sitting members.
- (3) **Notice of the Meeting for Board of Studies:**
The notice of at least eight clear days along with the agenda for the meeting shall be given to the members.
- (4) **Quorum of Board of Studies:**
The quorum for the meeting of the Board of Studies shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.
- (5) **Selection of the Chairperson for Board of Studies:**
The Chairperson of the Board of Studies shall be the senior most member of Board of Studies as per appointment seniority.
- (6) **Co-option for the Board of Studies:**
Co-option of one head of the department who is recognized for imparting teaching to post-graduate students in an affiliated college or recognized institution having post-graduate teaching in that subject, when there is no University department in that subject, one professor from other University and four experts under the relevant provisions of the Act, shall take place in the first meeting of the Board of Studies in the manner decided by the Board of Studies in the first meeting.
- (7) **Conduct of Business for Board of Studies:**
 - (1) The Chairperson or in his absence, a person selected by the members present from amongst themselves shall preside at the meeting.
 - (2) Any two or more Boards may, and at the request of the Academic Council or the Board of Management, shall meet and act in concurrence and render a joint report upon any matter which lies within the purview of both or all of them. The quorum of a joint meeting of the Boards shall include a full quorum of each Board represented, no member present being counted on more than one separate quorum. The joint meeting shall select one of the Chairpersons of the Boards of Studies as the Chairperson.
 - (3) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have the casting vote.

- (4) If required, the Chairperson may invite members of the Centre for Internal Quality Assurance (CIQA) to the meetings of the Boards of Studies for assistance or seeking inputs on any matter. The member(s) so invited would be treated as an invitee and shall not have the right to vote on any decision of the Boards of Studies.

(8) Minutes of the Meeting for Board of Studies:

- (1) The minutes of the meeting of the Board of Studies shall be prepared immediately after the meeting is concluded and shall be submitted to the Chairperson for his approval.
- (2) On approval of the minutes by the Chairperson, the officers concerned may proceed with the implementation of the resolutions of the Board of Studies.

**Board of
Post-
Graduate
Education
in Colleges.**

26. (1) There shall be a Board of Post-Graduate Education in Colleges with broad objectives of initiating and strengthening of quality post-graduate programs in various disciplines of learning in colleges
- (2) The Board of Post-Graduate Education in Colleges shall meet not less than four times in a year, two of which shall necessarily be in the month of September or October and December or January, each year
- (3) The Board of Post-Graduate Education in Colleges shall consist of the following members, namely: —
- (a) the Vice-Chancellor - Chairperson;
 - (b) the Deans of faculties and Associate Deans, if any;
 - (c) one faculty-wise expert from other universities, nominated by the Vice-Chancellor, each having minimum experience of five years as a professor;
 - (d) at least three faculty-wise senior most heads of departments in colleges/ learner support centres, with minimum experience of five years as a recognized post-graduate teacher, from post- graduate centers in colleges, preferably from different districts to be nominated by the Vice-Chancellor;
 - (e) Directors of all sub-campus;
 - (f) Deputy Registrar of the administrative section concerned, shall act as the Secretary of the Board
- (4) The Board of Post-Graduate Education in Colleges shall have the following powers and duties, namely: —
- (a) to recommend creation of a new post-graduate centre in a particular discipline or a new course in the existing post-graduate centre in an affiliated college;
 - (b) to create synergy for the growth of the post-graduate centers at district level through district sub-campus;
 - (c) to initiate and encourage the use of technology in a blended form of education in the post-graduate centers;
 - (d) to propagate and keep track of quality enhancement in post-graduate centers by initiating teacher's capacity enhancement activities;
 - (e) to initiate research and development activities in post-graduate centers;

- (f) to undertake any other task as may be assigned by the university authorities so as to carry out objectives of the Board of Post-Graduate Education in Colleges.

(A) Meetings for Post- Graduate Education in Colleges:

The Board of Post-Graduate Education in Colleges shall meet at least four times a year, two of which shall necessarily be in the month of September or October and December or January of the year.

(B) Notice of the Meeting for Post- Graduate Education in Colleges:

The notice of at least eight clear days along with the agenda for the meeting shall be given to the members.

(C) Quorum of Post- Graduate Education in Colleges:

The quorum for the meeting of the Board of Post-Graduate Education in Colleges shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.

(D) Conduct of Business of Post- Graduate Education in Colleges:

- (1) The Vice Chancellor shall be the Chairperson or in his absence, one of the Deans selected by the member's present shall preside at the meeting.
- (2) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have the casting vote.

(E) Minutes of the Meeting for Post- Graduate Education in Colleges:

- (1) The minutes of the meeting of the Board of Post-Graduate Education in Colleges shall be prepared immediately after the meeting is concluded and shall be submitted to the Chairperson for his approval.
- (2) On approval of the minutes by the Chairperson, the officers concerned may proceed with the implementation of the resolutions of the Board of Post-Graduate Education in Colleges.
- (3) If required, the Chairperson may invite members of the Centre for Internal Quality Assurance (CIQA) to the meetings of the Board of Post-Graduate Education in Colleges for assistance or seeking inputs on any matter. The member(s) so invited would be treated as an invitee and shall not have the right to vote on any decision of the Board of Post-Graduate Education in Colleges.

27. (1) The Board of Examinations and Evaluation shall oversee the conduct of examinations in the autonomous colleges, institutions, university departments, affiliated colleges/ recognised institutions/ learner support centres and all other educational institutions and university institutions and

**Board of
Examinations and
Evaluation.**

be the authority to deal with all matters relating to examinations and evaluation. The Board of Examinations and Evaluation shall also oversee the conduct of examinations in the autonomous colleges, institutions, university departments and university institutions

- (2) The Board of Examinations and Evaluation shall meet at least twice in an academic year
- (3) The Board of Examinations and Evaluation shall consist of the following members, namely: —
 - (a) the Vice-Chancellor - Chairperson;
 - (b) the Deans of Faculties and Associate Deans, if any;
 - (c) two Principals other than Dean, nominated by the Board of Management;
 - (d) one professor of the university departments, to be nominated by the Board of Management, on the basis of seniority and rotation;
 - (e) one teacher from affiliated/ constituent Colleges/ Learner Support Centres other than heads of Departments or Principals with the minimum teaching experience of fifteen years to be nominated by Board of Management;
 - (f) one expert in the field of evaluation in computerized environment, nominated by the Vice-Chancellor;
 - (g) one expert not below the rank of Deputy Registrar of other Statutory University from the State of Gujarat who has experience related to examination work in computerized environment as an invitee to be nominated by Vice-Chancellor;
 - (h) Controller of Examination - Member-Secretary

(A) Powers and Duties of Board of Examinations and Evaluation:

- (1) The Board of Examinations and Evaluation shall have the following powers and duties, namely: —
 - (a) to devise policy, mechanism and operational strategies to do the tasks relating to assessment of performance of students efficiently and in a time bound manner;
 - (b) to ensure proper organization of examinations and tests of the university, including moderation, tabulation, evaluation and timely declaration of results:

Provided that, the Board of Examinations and Evaluation shall, for the purposes of this clause, give effect to the recommendations of the Board of Students' Development and the Board of Sports and Physical Education, regarding alternative arrangements
 - (c) to prepare the financial estimates relating to examinations and evaluation for incorporation in the annual financial estimates (budget) of the university and shall submit the same to the Finance and Accounts Committee;
 - (d) to arrange for strict vigilance during the conduct of examinations so as to avoid use of unfair means by the students, teachers, invigilators, supervisors, etc;
 - (e) to establish procedures and devise operative mechanism for credit assessment in the modular structure by the teachers and use computer

- technology for the entire process of assessment and evaluation including creating and effectively using a repository of question banks;
- (f) to ensure that the assessment of answer books for award of degrees, diplomas or certificates shall be done centrally through central assessment system by following system of masking and de-masking of answer books or any other alternative system for ensuring the objective of secrecy;
 - (g) to undertake examination and evaluation reforms in order to make examination and evaluation system more efficient;
 - (h) to appoint paper-setters, examiners and moderators from amongst the persons included in the panels prepared by the respective Boards of Studies and, where necessary, having regard to the recommendations made by the committee under clause (b) of sub-section (5), remove them or debar them;
 - (i) to approve detailed programme of examinations and evaluation as prepared by the Director, Board of Examinations and Evaluation;
 - (j) to consider the reports of review of results of university examinations forwarded by the Director, Board of Examinations and Evaluation;
 - (k) to hear and decide the complaints relating to conduct of examinations and evaluation;
 - (l) to exercise such other powers in relation to examinations and evaluation as may be assigned to it by or under the Act
- 1) In case of any emergency requiring immediate action to be taken, the Chairperson of the Board of Examinations and Evaluation or any other officer or person authorized by him in that behalf, shall take such action as he thinks fit and necessary, and shall report the action taken by him at the next meeting of the Board
- (2)
- (a) In order to appoint paper-setters, examiners and moderators, the Board of Examinations and Evaluation shall constitute committees for every subject consisting of, -
 - (i) the Dean of the concerned faculty - Chairperson;
 - (ii) Associate Dean, if any;
 - (iii) the Chairperson of the Board of Studies concerned;
 - (iv) two members of the Board of Studies, nominated by it from amongst its members of whom at least one shall be a post-graduate teacher;
 - (v) the Director of Board of Examinations and Evaluation shall act as a Secretary of such committee
 - (b) The committee shall prepare lists of persons for various examinations and tests, included in the panels to be prepared by the Board of Studies and shall submit them to the Vice-Chancellor, who shall submit the same with his recommendations, if any, to the Board of Examinations and Evaluation, which shall then appoint paper-setters, examiners and moderators, and where necessary referees
 - (c) No member of the Board of Examinations and Evaluation or the committees constituted under this section shall be appointed as a paper-setter, examiner, moderator or referee:

Provided that, the Vice-Chancellor shall have power to appoint a member of the Board of Examinations and Evaluation or the committees constituted under this section, as a paper-setter, examiner, moderator or referee where no teacher relating to such subject who is not a member of the Board of Examinations and Evaluation or the committees is available

- (3) It shall be obligatory on every teacher and on the non-teaching employee of the University, affiliated, conducted colleges, community colleges or recognized institutions to render necessary assistance and service in respect of examinations of the university and evaluation of students as prescribed by these statutes. If any teacher or non-teaching employee fails to comply with the order of the university or college or institution, in this respect, it shall be treated as misconduct and the employee shall be liable for disciplinary action. In case of failure on the part of the teacher or non-teaching employee of any affiliated college, conducted college, community college or recognized institution, to comply with the order of the university in this respect, the Vice-Chancellor shall have power to take an appropriate action against them, which may include imposing penalties including suspension of approval to the appointment of a teacher, as may be prescribed by the Statutes

(4)

- (a) In order to investigate and take disciplinary action for failure to comply with the order of the university for rendering assistance or service in respect of examinations by or on behalf of the university or evaluation of students or formal practices and lapses on the part of candidates, paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of examinations including the pre-examination stage and the post-examination stage or at any stage whatsoever, the Board of Examinations and Evaluation shall constitute a committee of not more than five persons of whom one shall be the Chairperson;
- (b) Such committee shall submit its report and recommendations to the Vice-Chancellor, who may direct the Director, Board of Examinations and Evaluation, the disciplinary action to be taken against the person or persons involved in the malpractices, directly or indirectly, and the Director, Board of Examinations and Evaluation shall proceed to implement the decision of the Vice-Chancellor.

(5) Meetings of Board of Examinations and Evaluation:

The Board of Examinations and Evaluation shall meet at least twice in an academic year.

(6) Notice of the Meeting for Board of Examinations and Evaluation:

The notice of at least eight clear days along with the agenda for the meeting shall be given to the members.

(7) Quorum for Board of Examinations and Evaluation:

The quorum for the meeting of the Board of Examinations and Evaluation shall be one- third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.

(8) Conduct of Business for Board of Examinations and Evaluation:

- (1) The Vice-Chancellor shall be the Chairperson or in his absence, a person selected by the members present from amongst themselves shall preside at the meeting.
- (2) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have the casting vote.
- (3) The decision of the Board of Management shall be recorded in the form of resolution. It shall not contain the deliberations and discussions. However, any dissent specifically asked by the member/s for being so recorded, shall be recorded.

(9) Minutes of the Meeting of Board of Examinations and Evaluation:

- (1) The minutes of the meeting of the Board of Examinations and Evaluation shall be prepared immediately after the meeting is concluded and shall be submitted to the Chairperson for his approval.
- (2) On approval of the minutes by the Chairperson, the officers concerned may proceed with the implementation of the resolutions of the Board of Examinations and Evaluation.
- (3) The action taken on the resolutions shall be reported to the Board of Examinations and Evaluation in its succeeding meeting.

28. (1) There shall be a Board of Research to cultivate, promote and strengthen research activities and also to plan, co-ordinate, supervise and to raise finances for research activities in university departments, colleges and recognized institutions, as recommended in the National Education Policy (NEP) – 2020

- (2) The Board of Research shall consist of the following members, namely: -
 - (a) the Vice-Chancellor - Chairperson;
 - (b) the Deans of faculties and Associate Deans, if any;
 - (c) four eminent researchers, of national or international repute nominated by the Vice-Chancellor, with proven experience; one each from pure and applied sciences and technology, humanities, commerce, accounts and finances, and interdisciplinary studies;
 - (d) two research teachers, to be nominated by the Vice-Chancellor from university departments;
 - (e) two teachers, to be nominated by the Vice-Chancellor, from affiliated/ constituent colleges or recognized research institutions having a strong base in research culture;

**Board of
Research.**

- (f) eight eminent persons from different areas of Science, Commerce, Agriculture, Banking, Finance, Industry, Intellectual Property Rights, etc., who are conversant with the global trends as well as regional issues to be nominated by Board of Management;
- (g) the Director of Research – Member-Secretary
- (3) The Board of Research shall meet at least three times in a year

(A) Powers and Duties of Board of Research

- (1) The Board of Research shall have the following powers and duties, namely:

-

- (a) to work on long term policy and strategy for promotion of research culture in the university, colleges and recognized institutions;
- (b) to advise and encourage the teachers to take up research in emerging areas at individual and group level;
- (c) to promote interdisciplinary research programs by coordinating amongst teachers and also to make and articulate policies for sharing of research and development infrastructure, among state universities;
- (d) to control, regulate and co-ordinate research activities to maintain standards of teaching and research in the university departments and post-graduate departments in colleges and recognized institutions;
- (e) to encourage the university departments, colleges and recognized institutions to hold research seminars in all disciplines for the research students;
- (f) to publish research journals, monographs for different disciplines;
- (g) to decide upon policy for maintenance of standards of research for PhD degrees, in consonance with the norms of the University Grants Commission and other regulatory bodies;
- (h) to work on creation of research and development data base for work done in university departments, colleges and recognized institutions in a stand-alone mode or as group activity or in collaboration with industries and other research and development laboratories;
- (i) to work out and initiate research in delivery of education, pedagogy of face-to-face and e-learning, impact of e-learning and virtual classrooms on learning and understanding of students, open distance learning and conventional education;
- (j) to make efforts and also assist the teachers, university departments, colleges and recognized institutions to raise the funds for research activities;
- (k) to work out the budget for research activities of the university;
- (l) to mobilize money from the industry for enhancing research activities;
- (m) to identify problems and issues related to the region within the jurisdiction of the university and to take special initiative to address such issues through systematic research;
- (n) to work on long-term policies and strategies for creating synergy between researchers and industries resulting into promotion of knowledge and technology transfer and productive conversion of research;

- (o) to encourage industries to promote, adopt and participate in the basic and applied research projects;
- (p) to establish central research laboratories with the help of participation of national and international industries;
- (q) to undertake any other task as may be assigned by the university authorities so as to carry out objectives of the Board of Research

(2) Meetings of Board of Research:

The Board of Research shall meet at least three times a year or at such other times as may be convened by the Chairperson.

(3) Notice of the Meeting for Board of Research:

The notice of at least eight clear days along with the agenda for the meeting shall be given to the members.

(4) Quorum of Board of Research:

The quorum for the meeting of the Board of Research shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.

(5) Conduct of Business for Board of Research:

- (1) The Vice-Chancellor shall be the Chairperson or in his absence, a person selected by the members present from amongst themselves shall preside at the meeting.
- (2) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have the casting vote.

(6) Minutes of the Meeting of Board of Research:

- (1) The minutes of the meeting of the Board of Research shall be prepared immediately after the meeting is concluded and shall be submitted to the Chairperson for his approval.
- (2) On approval of the minutes by the Chairperson, the officers concerned may proceed with the implementation of the resolutions of the Board of Research.
- (3) The action taken on the resolutions shall be reported to the Board of Research in its succeeding meeting.

29. (1) The faculty shall be the principal academic coordinating authority of the university in respect of studies and research in relation to the subjects included in the respective faculty and also in respect of studies and research in multi-faculties

- (2) The university may have the following faculties, namely: —
 - (a) Faculty of Arts;

Faculty.

- (b) Faculty of Education;
 - (c) Faculty of Science;
 - (d) Faculty of Law;
 - (e) Faculty of Medicine;
 - (f) Faculty of Science and Technology;
 - (g) Faculty of Commerce;
 - (h) Faculty of Management;
 - (i) Faculty of Forestry;
 - (j) Faculty of Tribal Studies;
 - (k) Faculty of Homoeopathy;
 - (l) Faculty of Architecture;
 - (m) Faculty of Humanities and Social Sciences;
 - (n) Faculty of Interdisciplinary Studies.
 - (o) Faculty of Vocational Studies;
 - (p) Faculty of Computer Science;
 - (q) Faculty of Engineering and Technology;
 - (r) Faculty of Rural Studies;
 - (s) Faculty of Vocational Studies and training;
 - (t) Faculty of Home Science;
 - (u) Faculty of Social Studies;
 - (v) Faculty of Life-Sciences;
 - (w) Faculty of Dentistry;
 - (x) Faculty of Nursing;
 - (y) Faculty of Environment;
 - (z) Faculty of Performing Arts;
 - (aa) Faculty of Fine Arts;
 - (bb) Faculty of Journalism and Communications;
 - (cc) Faculty of Family and Community Sciences;
 - (dd) Faculty of Pharmacy;
 - (ee) Faculty of Social Work;
 - (ff) any other faculties to be decided by Academic Council, Executive Council and Board of Management of the university and with prior approval of the State Government.
- (3) A faculty shall consist of the following members, namely: —
- (a) the Dean of the faculty - ex-officio Chairperson;
 - (b) the Associate Dean, if nominated by the University;
 - (c) Chairpersons of each Board of Studies for the subjects comprised in the faculty;
 - (d) one person, nominated by each Board of Studies, who is an approved teacher and is otherwise eligible to be nominated as a member of the Board of Studies;
 - (e) five special invitees, who are eminent scholars with proven academic achievements and industrial or professional exposure in the subjects within the faculty, to be nominated by the Vice-Chancellor in consultation with the Dean of the faculty.

(A) Powers and Duties of Faculty:

- (1) The faculty shall have the following powers and duties, namely: —
- (a) to consider the report on any matter referred to it by the Board of Management, Academic Council or Board of Deans;
 - (b) to create time bound operative mechanism for implementation of the academic policy decisions;
 - (c) to consider and recommend with modifications, if any, to the Academic Council, the matters referred to it by the Board of Studies;
 - (d) to recommend to the Academic Council the course syllabi, course structures and evaluation schemes of various courses, as forwarded by the Board of Studies;
 - (e) to study and certify the curricula made by the autonomous colleges, empowered autonomous colleges or cluster of institutions;
 - (f) to recommend to the Board of Deans the requirements regarding the conduct of post-graduate or under-graduate teaching, research, training and instruction, in university departments or institutions, affiliated colleges/ recognised institutions/ learner support centres, including the manpower requirement;
 - (g) to consider and recommend to the Board of Deans, new courses, interdisciplinary courses and short-term training programs referred to it by the Boards of Studies or the Board of University Departments and Interdisciplinary Studies;
 - (h) to ensure that guidelines framed by the Academic Council in relation to teaching, research, training and instruction are implemented;
 - (i) to plan and organize inter-departmental and inter-faculty programs in consultation with the Board of Deans, Boards of Studies and the Board of University Departments and Interdisciplinary Studies;
 - (j) to recommend to the Academic Staff College and the Academic Council, conduct of refresher and orientation programs for teachers of affiliated colleges/ recognised institutions/ learner support centres and university departments, especially for the revised or newly introduced or interdisciplinary courses of study, training and advance training, field exposure and deputation;
 - (k) to prepare and submit the annual report of the functioning of the faculty to the Vice-Chancellor;
 - (l) to undertake any other task in respect of studies and research in relation to the subjects included in the faculty and also in multi-faculties, as may be assigned to it by the university authorities.

(2) Meetings of Faculty:

The Faculty shall meet at least twice a year or on requisition of one-third of its sitting members.

(3) Notice of the Meeting for Faculty:

The Dean of the Faculty concerned shall issue a notice of at least eight clear days along with the agenda for the meeting to all members of the Faculty.

(4) Quorum for Faculty:

The quorum for the meeting of the Faculty shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.

(5) Conduct of Business for Faculty:

- (1) The Dean shall be the Chairperson or in his absence, a person selected by the members present from amongst themselves shall preside at the meeting.
- (2) The business at the meeting of the Faculty shall be transacted in accordance with the agenda issued for the purpose and the various proposals placed on the agenda shall be considered serially, unless otherwise decided at the meeting.
- (3) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have the casting vote.

(6) Minutes of the Meeting for Faculty:

- (1) The minutes of the meeting of the Faculty shall be prepared immediately after the meeting is concluded and shall be submitted to the Chairperson for his approval.
- (2) On approval of the minutes by the Chairperson, the officers concerned may proceed with the implementation of the resolutions of the Faculty.
- (3) The action taken on the resolutions shall be reported to the Faculty in its succeeding meeting.

School of Studies.**30. School of Studies:**

There shall be the following Schools of Studies in the University:

- (1) School of Humanities and Social Sciences;
- (2) School of Computer Science;
- (3) School of Commerce and Management;
- (4) School of Education, Distance Education and Educational technology;
- (5) any other School of Studies as may be prescribed by the Ordinances.

The powers and functions of the Schools of Studies shall be as prescribed by the Ordinances.

Board of Sub-Campuses/ Regional Centres of University.

31. (1) There shall be a Board of sub-campuses/ Regional Centres of the university to organize the task and activities of the sub-campuses It shall consist of the following members, namely: —

- (a) the Vice-Chancellor, Chairperson;
- (b) the Deans of faculties;
- (c) the Finance and Accounts Officer;
- (d) the Directors of all Sub-Campuses;

- (e) the Director of Innovation, Incubation, Collaborations, Technology and Linkages;
 - (f) two members of the Board of Management, to be nominated by the Vice-Chancellor, one of whom shall be a principal and the other shall be a representative of the management;
 - (g) the Director, Board of Examinations and Evaluation;
 - (h) the Director, Board of Students' Development;
 - (i) the Director, Sports and Physical Education;
 - (j) one Principal, one Teacher, one management representative from the affiliated/ constituent, autonomous colleges within the jurisdiction of each sub-campus to be nominated by the Board of Management;
 - (k) the Registrar - Member-Secretary
- (2) The Board of sub-campuses/ Regional Centres of the university shall meet at least three times in a year.

(A) Powers and Duties of Board of sub-campuses/ Regional Centres of the University:

- (1) The Board of sub-campuses/ Regional Centres of the university shall have the following powers and duties, namely: —
 - (a) to co-ordinate the under-graduate and post-graduate educational activities in the district;
 - (b) to ensure implementation of various academic, administrative and governance mechanisms of the parent university;
 - (c) to co-ordinate the intra-institutional and inter-institutional information and communication technology linkages among the institutions of higher education in the district;
 - (d) to carry out in association with colleges workshops and training programmes for the benefit of teachers and non-teaching employees;
 - (e) to co-ordinate the examination and evaluation related activities in the district;
 - (f) to co-ordinate creation of research plans, development plans and other fund raising activities for the colleges and institutions in the district and establish links with the central office of the parent university;
 - (g) to co-ordinate teaching and learning activities at post-graduate level amongst the colleges and institutions, and render necessary assistance in this regard;
 - (h) to work as a district level gateway of the university for all academic and administrative tasks of students, research students, teachers, supporting staff and other members of the society;
 - (i) to prepare financial needs and annual financial estimates (budget) for the financial year and submit it to the central office of the parent university;
 - (j) to undertake any other task as may be assigned by the university authorities so as to carry out objectives of the university.

(B) Meetings of Board of sub-campuses/ Regional Centres of the University:

The Board of sub-campuses/ Regional Centres shall meet at least three times a year and at other times, when convened by the Chairperson.

(C) Notice of the Meeting for Board of sub-campuses/ Regional Centres of the University:

The notice of at least eight clear days along with the agenda for the meeting shall be given to the members.

(D) Quorum of Board of sub-campuses/ Regional Centres of the University:

The quorum for the meeting of the Board of sub-campuses/ Regional Centres shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.

(E) Conduct of Business for Board of sub-campuses/ Regional Centres of the University:

- (1) The Vice Chancellor shall be the Chairperson or in his absence, one of the Deans selected by the member's present shall preside at the meeting.
- (2) The business at the meeting of the Board of sub-campuses/ Regional Centres shall be transacted in accordance with the agenda issued for the purpose and the various proposals placed on the agenda shall be considered serially, unless otherwise decided at the meeting.
- (3) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have the casting vote.

(F) Minutes of the Meeting for Board of sub-campuses/ Regional Centres of the University:

- (1) The minutes of the meeting of the Board of sub-campuses/ Regional Centres shall be prepared immediately after the meeting is concluded and shall be submitted to the Chairperson for his approval.
- (2) On approval of the minutes by the Chairperson, the officers concerned may proceed with the implementation of the resolutions of the Board of sub-campuses/ Regional Centres.
- (3) The action taken on the resolutions shall be reported to the Board of sub-campuses/ Regional Centres in its succeeding meeting.

**Board of
University
Departments
and
Interdiscipli
nary studies.**

32. (1) There shall be a Board of University Departments and Interdisciplinary Studies to promote interdisciplinary education and research on campus and also network with national and international institutions and create an academic and research and development environment that allows free flow of ideas amongst several disciplines

- (2) The Board of University Departments and Interdisciplinary Studies shall consist of the following members, namely: -
- (a) the Vice-Chancellor, Chairperson;
 - (b) the Deans of faculties and Associate Deans, if any;
 - (c) four experts, to be nominated by the Vice-Chancellor from other universities or national level research and development laboratories, one each having minimum experience of five years as a professor or equivalent position in research and development laboratories, in each of the disciplines of science, technology, humanities, commerce and management and interdisciplinary studies;
 - (d) four heads of departments or senior professors representing various subjects or disciplines in an equitable manner, to be nominated by the Vice-Chancellor.
- (3) The Dean of Faculty of Interdisciplinary Studies shall act as a Member-Secretary.
- (4) The Board shall meet at least three times a year.

(A) Powers and Duties of Board of University Departments and Interdisciplinary studies:

- (1) The Board of University Departments and Interdisciplinary Studies shall have the following powers and duties, namely: —
- (a) to devise long term policy and strategy for promotion of quality post-graduate education on university campus;
 - (b) to prepare a comprehensive development plan for post-graduate education in university departments;
 - (c) to work on annual financial estimates (budget) for university departments;
 - (d) to co-ordinate the research and development activities with the Board of Research;
 - (e) to establish linkages with foreign and Indian premier teaching and research and development institutions or universities for strengthening of teaching and research and development activities on the campus of the university;
 - (f) to work in tandem with the Board of National and International Linkages to collaborate with national and international agencies, universities (including deemed or self-financed universities) and institutions for sharing of academic resources, running joint teaching programs, running joint degree programs with national and international universities or institutions;
 - (g) to promote interdisciplinary teaching programs on the campus by coordinating amongst teachers and also to make policy for sharing of academic and research and development infrastructure;
 - (h) to promote the choice based credit system in the university departments, the affiliated colleges/ recognised institutions/ learner support centres;
 - (i) to work out and initiate use of technology in delivery of education;
 - (j) to promote the face-to-face and e-learning process in classroom teaching, use of mini-research and maxi research projects as an integral part of post-graduate learning;

- (k) to initiate new approaches and methodology for assessing learning by students as a continuous online process;
- (l) to recommend to the Vice-Chancellor, —
 - (i) the posts of university teachers (including aided posts and the posts for the purposes of sub-section (2) of Prior approval of the State Government and powers to issue notifications section of the Act) to be filled by selection, who possess the prescribed minimum and additional qualification;
 - (ii) emoluments and the number of posts to be filled; and
 - (iii) the number of posts under sub-clause (i), which may be reserved for the persons belonging to the Scheduled Castes or Scheduled Tribes, Vimukta Jatis (De-Notified Tribes) or Nomadic Tribes or Other Backward Classes.
- (m) to undertake any other task as may be assigned by the university authorities to carry out the objectives of the Board of University Departments and Interdisciplinary Studies and of the university.

(2) Meetings of Board of University Departments and Interdisciplinary studies:

The Board of University Departments and Inter-Disciplinary Studies shall meet at least three times a year and at other times, when convened by the Chairperson.

(3) Notice of the Meeting for Board of University Departments and Interdisciplinary studies:

The notice of at least eight clear days along with the agenda for the meeting shall be given to the members.

(4) Quorum of Board of University Departments and Interdisciplinary studies:

The quorum for the meeting of the Board of University Departments and Inter-Disciplinary Studies shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.

(5) Conduct of Business for Board of University Departments and Interdisciplinary studies:

- (1) The Vice Chancellor shall be the Chairperson or in his absence, one of the Deans selected by the member's present shall preside at the meeting.
- (2) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have the casting vote.

(6) Minutes of the Meeting for Board of University Departments and Interdisciplinary studies:

- (1) The minutes of the meeting of the Board of University Departments and Inter-Disciplinary Studies shall be prepared immediately after the meeting is concluded and shall be submitted to the Chairperson for his approval.
- (2) On approval of the minutes by the Chairperson, the officers concerned may proceed with the implementation of the resolutions of the Board of University Departments and Inter-Disciplinary Studies.
- (3) If required, the Chairperson may invite members of the Centre for Internal Quality Assurance (CIQA) to the meetings of the Board of University Departments and Inter-Disciplinary Studies for assistance or seeking inputs on any matter. The member(s) so invited would be treated as an invitee and shall not have the right to vote on any decision of the Board of University Departments and Inter-Disciplinary Studies.

33. (1) There shall be a Board for Lifelong Learning and Extension to create skilled and learned human power through its various degree level programmes and skills development programmes.

- (2) The Board for Lifelong Learning and Extension shall meet at least twice in a year.
- (3) The Board for Lifelong Learning and Extension shall consist of the following members, namely: —
 - (a) the Vice-Chancellor - Chairperson;
 - (b) the Deans of faculties;
 - (c) three eminent experts, nominated by the Vice-Chancellor, working in the domain of lifelong learning skills, value education and in field of longevity;
 - (d) two teachers from university departments, nominated by the Vice-Chancellor, who are actively engaged in innovation, research and development;
 - (e) two teachers from the affiliated/ constituent colleges/ learner support centres, nominated by the Vice-Chancellor, who are actively engaged in innovation, research and development and extension;
 - (f) the Director, Centre of Lifelong Learning and Extension – Member-Secretary.

**Board of
Lifelong
Learning
and
Extension.**

(A) Powers and Duties of Board of Lifelong Learning and Extension:

- (1) The Board of Lifelong Learning and Extension shall have the following powers and duties, namely: -
 - (a) to create synergy at policy and operative level mechanism for co-existence and co-operation between various teaching, research and development institutions and various regional and national bodies and governmental agencies in the domain of lifelong learning, value education and life skills for senior citizens;

- (b) to supervise and monitor the activities of an independent Centre for Lifelong Learning and Extension that shall be set up by the university to carry out the objectives of the Board;
 - (c) to look into budgets and financial needs of the Centre for Lifelong Learning and Extension;
 - (d) to prepare an annual programme of activities of the Centre for Lifelong Learning and Extension and to review the same periodically;
 - (e) to submit an annual report to the Board of Management;
 - (f) to undertake any other task that may be assigned by the university authorities to carry out the objectives of the Board of Lifelong Learning and Extension.
- (2) There shall be a Department of Lifelong Learning and Extension headed by the Director, to carry out the objectives of the Board of Lifelong Learning and Extension.
- (3) Meetings of Board of Lifelong Learning and Extension:**
The Board of Lifelong Learning and Extension shall meet at least twice a year.
- (4) Notice of the Meeting for Board of Lifelong Learning and Extension:**
The notice of at least eight clear days along with the agenda for the meeting shall be given to the members.
- (5) Quorum for Board of Lifelong Learning and Extension:**
The quorum for the meeting of the Board of Lifelong Learning and Extension shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.
- (6) Conduct of Business for Board of Lifelong Learning and Extension:**
- (1) The Vice-Chancellor shall be the Chairperson or in his absence, a person selected by the members present from amongst themselves shall preside at the meeting.
 - (2) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have the casting vote.
- (7) Minutes of the Meeting for Board of Lifelong Learning and Extension:**
- (1) The minutes of the meeting of the Board of Lifelong Learning and Extension shall be prepared immediately after the meeting is concluded and shall be submitted to the Chairperson for his approval.
 - (2) On approval of the minutes by the Chairperson, the officers concerned may proceed with the implementation of the resolutions of the Board of Lifelong Learning and Extension.

- (3) If required, the Chairperson may invite members of the Centre for Internal Quality Assurance (CIQA) to the meetings of the Board of Lifelong Learning and Extension for assistance or seeking inputs on any matter. The member(s) so invited would be treated as an invitee and shall not have the right to vote on any decision of the Board of Lifelong Learning and Extension.

- 34.** (1) There shall be a Board of Information Technology to create an umbrella structure to professionally manage the selection, deployment and use of application software and technology in Academics, Finances and Administration, paperless governance, address the issues relating to use of the right kind of technology, software, hardware and connectivity to deploy technology in all domains of activities and associated tasks of the university and to project the funds required for that purpose.
- (2) The Board of Information Technology shall meet at least three times in a year.
- (3) The Board of Information Technology shall consist of the following members, namely: —
- (a) the Vice-Chancellor - Chairperson;
 - (b) the Deans of faculties and Associate Deans, if any;
 - (c) the Director of Board of Examinations and Evaluation;
 - (d) the Finance and Accounts Officer;
 - (e) one professor from university departments having knowledge and expertise in the domain of software and hardware, nominated by the Vice-Chancellor;
 - (f) two experts in the field of information and communication technology, nominated by the Vice-Chancellor, one of whom shall be an expert in software and the other in the field of hardware;
 - (g) the Registrar;
 - (h) the Dean of Faculty of Computer Science / Director – School of Computer Science shall act as a Member-Secretary.

**Board of
Information
Technology.**

(A) Powers and Duties of Board of Information Technology:

- (1) The Board of Information Technology shall have the following powers and duties, namely: —
- (a) to plan information technology services through information technology infrastructure;
 - (b) to decide the annual budget of the university for creating technology related infrastructure;
 - (c) to devise strategy for creation of virtual classrooms and laboratory infrastructure;
 - (d) to lay down the policy for networking in the various campuses of the university;
 - (e) to lay down the policy for generating financial resources in the field of higher education, research and development and allied projects or programs;

- (f) to advise and assist the university to create inter-university and intra-university networks for connecting university administration, departments and colleges;
- (g) to assist the university to be part of the national knowledge grid;
- (h) to assist the university network, for connecting it with other universities in the State;
- (i) to ensure quality and efficiency in the various levels of information technology infrastructure and services within parameters defined by the university;
- (j) to devise a policy and strategy plan for use of technology in all aspects connected with academics, evaluation, finances and administration;
- (k) to monitor use of technology in administration, finances and evaluation activities of the university;
- (l) to devise strategy and technology, financial requirement and operative level mechanism for use of information-flow-line for integrating face-to-face and e-learning objects and also for creation of virtual lecture and laboratory infrastructure;
- (m) to work out an approach and operating plan for creation of a repository of data on students, teachers, technical and other staff and other relevant information;
- (n) to advise on purchase of software, hardware and networking for university departments and university system as a whole;
- (o) to assist and advise the use of technology in blended learning, making of e-learning objects, and teachers training in use of multi-media;
- (p) to work out appropriate policy and procedure for creation of a Data Repository Cell for creation, up-gradation and maintenance of data on students, teachers as well as other staff members in the institutions and give a Unique Identification Number;
- (q) to undertake any other task as may be assigned by the university authorities so as to carry out objectives of the Board of Information Technology.

(2) Meetings for Board of Information Technology:

The Board of Information Technology shall meet at least three times a year.

(3) Notice of the Meeting of Board of Information Technology:

The notice of at least eight clear days along with the agenda for the meeting shall be given to the members.

(4) Quorum of Board of Information Technology:

The quorum for the meeting of the Board of Information Technology shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.

(5) Conduct of Business for Board of Information Technology:

- (1) The Vice-Chancellor shall be the Chairperson or in his absence, a person selected by the members present from amongst themselves shall preside at the meeting.
- (2) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have the casting vote.

(6) Minutes of the Meeting for Board of Information Technology:

- (1) The minutes of the meeting of the Board of Information Technology shall be prepared immediately after the meeting is concluded and shall be submitted to the Chairperson for his approval.
- (2) On approval of the minutes by the Chairperson, the officers concerned may proceed with the implementation of the resolutions of the Board of Information Technology.
- (3) The action taken on the resolutions shall be reported to the Board of Information Technology in its succeeding meeting.

35. (1) There shall be a Board of National and International Linkages to cultivate, establish, maintain and strengthen the link of the university with premier national and international universities and institutions.

- (2) The Board shall meet at least three times in a year.
- (3) The Board of National and International Linkages shall consist of the following members, namely: -
 - (a) the Vice-Chancellor - Chairperson;
 - (b) the Deans of faculties and Associate Deans, if any;
 - (c) one member of the Board of Management, from amongst its selected members, nominated by the Vice-Chancellor;
 - (d) one senior professor, nominated by the Vice-Chancellor from the university post-graduate Department;
 - (e) two principals, of whom one shall be from autonomous or empowered autonomous colleges or empowered autonomous institutions and one shall be from affiliated/ constituent colleges/ learner support centre to be nominated by the Vice-Chancellor;
 - (f) one expert from industries having proven expertise about National and International linkages to be nominated by Commission;
 - (g) the Director, Innovation, Incubation, Collaborations, Technology and Linkages – Member-Secretary.

**Board of
National
and
Internation
al Linkages.**

(A) Powers and Duties of Board of National and International Linkages:

- (1) The Board of National and International Linkages shall have the following powers and duties, namely: —
 - (a) to work on long term policy and strategy for promotion of inter-linkages, establishment of foreign universities in Gujarat with premier national and international universities and institutions, as per the policy of UGC, State and Central Government;

- (b) to evolve a process to collaborate with national and international agencies, universities, colleges and institutions for sharing of academic resources, exchange programs of students and teachers, running joint research and development and teaching programs, running joint degree programs with national and international universities, colleges and institutions;
- (c) to evolve mechanism for visits of teachers or research and development scientists or experts from industry and other entities, to the university departments, colleges and institutions and vice-versa, and also to work out the details on logistic support for such visitors;
- (d) to evolve mechanism for visits of teachers and students from university departments, colleges and institutions to national and international universities, colleges or institutions and vice-versa, and also to work out details on budgetary provisions and logistic support for such visits;
- (e) to evolve a mechanism to assist foreign students and migrant Indian students, their admissions and completion of other statutory formalities;
- (f) to organize cultural and other activities such as visits of foreign students and migrant Indian students to other parts of India;
- (g) to make arrangements for other logistic infrastructure, if any, created by the university for foreign students, foreign universities and migrant Indian students;
- (h) to work out budgetary provision for activities of the Board and for providing various services to foreign students and migrant Indian students;
- (i) to undertake any other task as may be assigned by the university authorities so as to carry out objectives of the Board of National and International Linkages and State Government.

(2) Meetings of Board of National and International Linkages:

The Board of National and International Linkages shall meet at least three times a year.

(3) Notice of the Meeting for Board of National and International Linkages:

The notice of at least eight clear days along with the agenda for the meeting shall be given to the members.

(4) Quorum of Board of National and International Linkages:

The quorum for the meeting of the Board of National and International Linkages shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.

(5) Conduct of Business for Board of National and International Linkages:

- (1) The Vice-Chancellor shall be the Chairperson or in his absence, a person selected by the members present from amongst themselves shall preside at the meeting.
- (2) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have the casting vote.

(6) Minutes of the Meeting for Board of National and International Linkages:

- (1) The minutes of the meeting of the Board of National and International Linkages shall be prepared immediately after the meeting is concluded and shall be submitted to the Chairperson for his approval.
- (2) On approval of the minutes by the Chairperson, the officers concerned may proceed with the implementation of the resolutions of the Board of National and International Linkages.
- (3) The action taken on the resolutions shall be reported to the Board of National and International Linkages in its succeeding meeting.

36. (1) There shall be a Board of Innovation, Incubation and Enterprise for creation and cultivation of an enabling environment to propagate the concept of innovation and to convert the innovative ideas into working models through a process of incubation which shall finally lead to the creation of enterprise.

(2) The university shall establish an independent Centre for Innovation, Incubation and Enterprise to carry out the objectives of the Board for Innovation, Start-ups, Internship, Incubation, Collaborations Technology and Enterprise. The Centre shall exercise the powers and perform the duties as may be assigned by the Board, from time to time.

(3) The Board for Innovation, Start-ups, Internship, Incubation, Collaborations Technology and Enterprise shall consist of the following members, namely:

-
- (a) the Vice-Chancellor - Chairperson;
 - (b) the Deans of faculties and Associate Deans, if any;
 - (c) five prominent industrialists, nominated by Board of Management from manufacturing, information and communication technology, bio-sciences and technology, agro industries and service industries;
 - (d) one senior manager from the lead bank of the District in which head quarter of the University is located to be nominated by Vice-Chancellor;
 - (e) two teachers from university departments or university institutions, who are active in innovation, research and development nominated by the Vice-Chancellor;
 - (f) two teachers, nominated by the Vice-Chancellor, from affiliated/ constituent colleges/ learner support centres who are active in innovation, research and development;

**Board of
Innovation,
Incubation
and
Enterprise.**

- (g) the Director, Innovation, Incubation, Collaborations, Technology and Linkages - Member-Secretary.
- (4) There shall be minimum three meetings of the Board to be conducted in the year.

(A) Power and Duties of Board of Innovation, Incubation and Enterprise:

- (1) The Board of Innovation, Incubation and Enterprise shall have the following powers and duties, namely: -
 - (a) to create synergy at policy and operative level mechanism for co-existence and co-operation between various research and development activities in university departments, colleges and various industries in the State and in other States;
 - (b) to create synergy through operative policy mechanism and support system for incubation of good ideas such as product, process, service and innovation, into a scalable mode so as to establish small, medium and large industries;
 - (c) to establish a system to support protection of intellectual property rights at national and global level;
 - (d) to establish a system so as to guide and help young entrepreneurs in operational, legal, business model creation and financial support;
 - (e) to project and plan the activities to be carried out by the Centre for Innovation, Incubation and Enterprise;
 - (f) to prepare annual programs of activities of the Centre for Innovation, Incubation and Enterprise and review the same periodically;
 - (g) to prepare the annual budget of the Centre for Innovation, Incubation and Enterprise;
 - (h) to oversee and monitor the activities of the Centre for Innovation, Incubation and Enterprise;
 - (i) to submit an annual report of working of Centre for Innovation, Incubation and Enterprise to the Board of Management;
 - (j) to undertake any other task as may be assigned by the university authorities to carry out the objectives of the Board for Innovation, Start-ups, Internship, Incubation, Collaborations Technology and Enterprise.

(2) Meetings of Board of Innovation, Incubation and Enterprise:

The Board of Innovation, Incubation and Enterprise shall meet at least twice a year.

(3) Notice of the Meeting for Board of Innovation, Incubation and Enterprise:

The notice of at least eight clear days along with the agenda for the meeting shall be given to the members.

(4) Quorum for Board of Innovation, Incubation and Enterprise:

The quorum for the meeting of the Board of Innovation, Incubation and Enterprise shall be one-third of the number of the sitting members. If there

is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.

(5) Conduct of Business for Board of Innovation, Incubation and Enterprise:

- (1) The Vice-Chancellor shall be the Chairperson or in his absence, a person selected by the members present from amongst themselves shall preside at the meeting.
- (2) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have the casting vote.

(6) Minutes of the Meeting for Board of Innovation, Incubation and Enterprise:

- (1) The minutes of the meeting of the Board of Innovation, Incubation and Enterprise shall be prepared immediately after the meeting is concluded and shall be submitted to the Chairperson for his approval.
- (2) On approval of the minutes by the Chairperson, the officers concerned may proceed with the implementation of the resolutions of the Board of Innovation, Incubation and Enterprise.
- (3) The action taken on the resolutions shall be reported to the Board of Innovation, Incubation and Enterprise in its succeeding meeting.

37. (1) There shall be a Board of Students' Development to plan and oversee the various cultural and welfare activities of the students in colleges, institutions and university departments. The activities of the Board of Student's Development shall be carried out by the Director of Students' Development.

- (2) The Board of Students' Development shall consist of the following members, namely: -
 - (a) the Vice-Chancellor - Chairperson;
 - (b) one professional, nominated by the Vice-Chancellor, in the field of Performing Arts;
 - (c) one professional, nominated by the Vice-Chancellor in the field of Art and Fine Arts;
 - (d) two teachers, nominated by the Vice-Chancellor involved in cultural or welfare activities out of whom one shall be woman;
 - (e) Director of National Service Scheme (NSS) of the University;
 - (f) the Director, Board of Students' Development, Member-Secretary

(A) Powers and Duties of Board of Student's Development:

- (1) The Board of Students Development shall have the following powers and duties, namely: -

**Board of
Students'
Development.**

- (a) to take necessary steps for promotion of culture and students' development activities in colleges and university departments;
 - (b) to establish links with regional and national bodies in the various cultural activities and to promote various activities jointly with them;
 - (c) to take up activities in colleges and university departments to promote interest and skills for appreciation in the field of performing arts, pure art and painting skills;
 - (d) to hold university level competitions, skills development workshops, interactive activities in order to bring the society closer to the colleges, institutions and university;
 - (e) to establish rapport with groups (excluding political parties), societies and other professional bodies so as to involve them in the activities of Board of Students Development;
 - (f) to devise, develop and implement innovative schemes of students' development including Earn and Learn Scheme, Education Loan, Vice-Chancellors Aid Fund, Endowment Schemes, Student Exchange Schemes, etc.;
 - (g) to devise a mechanism of grievance redressal of student and prevention of sexual harassment and ragging of students and to prepare and submit the Annual Report of the Board to Board of management for approval;
 - (h) to devise a mechanism to implement recommendations of the Commission as regards students' development and culture;
 - (i) to take necessary measures to ensure participation of well-trained teams in various regional, national and international level competitions, and cultural, recreational and other activities;
 - (j) to devise, develop and implement schemes of career counselling, psychological counselling and rehabilitation and upliftment of differently-abled students;
 - (k) to co-ordinate activities of National Service Scheme (NSS) and National Cadet Corps (NCC) in university and affiliated colleges/ recognised institutions/ learner support centres;
 - (l) to recommend to competent authority to make alternative arrangements regarding examinations for students participating in the inter-university or national or international sports, cultural competitions or NCC, NSS events during the relevant schedules of examinations as prescribed by Ordinances;
 - (m) to undertake any other task as may be assigned by the university authorities so as to carry out objectives of the Board of Students' Development and Students' Development Cell.
- (2) There shall be a Students' Development Cell and Students Grievance Redressal Cell in the university and in the colleges and recognized institutes to devise an operational level mechanism to assist the Students and provide for prompt redressal of student's grievances These Cells shall be as under,
-

(a) Students' Development Cell -

To assist students on the issues and difficulties in various facets related to their day to day life and other aspects connected with their academic world,

personality development and healthy campus life Such cell in the university shall be headed by Director, Students' Development. The Cell shall consist of other seven members nominated by Vice-Chancellor from amongst the Teachers on the Campus to be the ex-officio members. There shall be Students' Development Cell in each college and recognized Institution which shall be headed by Vice-Principal or Senior Teacher Nominated by the Principal and other four members shall be nominated by the Principal to include Teachers, Female Teacher, Social Worker and Counsellor to be the ex-officio members.

(b) Students Grievance Redressal Cell –

There shall be Students Grievance Redressal Cell at the University and each college and recognized institutions to resolve the Grievances of Students and to suggest to the higher authorities' different ways and means to minimize and prevent such grievances The functional mechanism of working of Students Grievance Redressal Cell shall be prepared in accordance with the provisions of the University Grants Commission (Grievance Redressal) Regulations, 2012, or any other regulations for the time being in force. (Redressal of Grievances of Students) Regulations, 2023, or any other regulations for the time being in force.

(3) Meetings for Board of Student's Development:

The Board of Students' Development shall meet at least twice a year or at such other times as may be convened by the Chairperson.

(4) Notice of the Meeting for Board of Student's Development:

The Director of Students' Development shall issue a notice of the meeting to the members at least eight clear days before the date of the meeting, along with the agenda for the meeting.

(5) Quorum of Board of Student's Development:

The quorum for the meeting of the Board of Students' Development shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.

(6) Conduct of Business for Board of Student's Development:

- (1) The Vice-Chancellor shall be the Chairperson or in his absence, a person selected by the members present from amongst themselves shall preside at the meeting.
- (2) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have the casting vote.

(7) Minutes of the Meeting for Board of Student's Development:

- (1) The Director of Students' Development shall prepare the minutes of the meeting immediately after the meeting is concluded and shall submit the same to the Chairperson for his approval.
- (2) On approval of the minutes by the Chairperson, the officers concerned may proceed with the implementation of the resolutions of the Board of Students' Development.
- (3) The action taken on the resolutions shall be reported to the Board of Students' Development in its succeeding meeting.
- (4) If required, the Chairperson may invite members of the Centre for Internal Quality Assurance (CIQA) to the meetings of the Board of Students' Development for assistance or seeking inputs on any matter. The member(s) so invited would be treated as an invitee and shall not have the right to vote on any decision of the Board of Students' Development.

Board of Sports and Physical Education.

38. (1) There shall be a Board of Sports and Physical Education in the university to promote the culture of sports and look after sports related activities. The activities of the Board shall be carried out by the Director of Sports and Physical Education.
- (2) The Board of Sports and Physical Education shall consist of the following members, namely: -
 - (a) the Vice-Chancellor - Chairperson;
 - (b) three professionals, nominated by the Vice-Chancellor with established actual credibility in different fields of sports;
 - (c) one permanent regular teacher from the university department of Physical Education, nominated by the Board of Management;
 - (d) two permanent regular sports teachers, from affiliated/ constituent, conducted or autonomous colleges/ learner support centres, nominated by the Board of Management;
 - (e) Zonal or Divisional president (principal of the host college/ learner support centre) and secretary (director physical education of the host college/ learner support centre), nominated by the Vice-Chancellor, with the tenure of one year;
 - (f) the Director, Sports and Physical Education - Member-Secretary.

(A) Powers and Duties of Board of Sports and Physical Education:

- (1) The Board of Sports and Physical Education shall have the following powers and duties, namely: -
 - (a) to take necessary steps for promotion of sports culture and activities in the field of sports in colleges and university departments;
 - (b) to establish links with regional and national bodies in the various sports and to promote various activities jointly with them;
 - (c) to establish rapport with groups, societies and other professional bodies so as to involve them in the activities of Board of Sports and Physical Education;

- (d) to take up activities in colleges, recognized institutions and university departments to promote interest and also skills in various sports as per the policy of the university and also national policies in the field of sports;
- (e) to hold university level competitions, sports skills development camps, interactive activities and also training workshops in various sports in order to bring the society closer to the colleges, institutions and university;
- (f) to encourage participation in regional, national and international level activities and competitions through well trained teams in various sports;
- (g) to recommend to competent authority to make alternative arrangements regarding examinations of students participating in the inter-university or national or international sports tournaments or events during the relevant schedules of examinations as prescribed by Ordinances;
- (h) to undertake any other task as may be assigned by the university authorities so as to carry out the objectives of the Board of Sports and Physical Education;
- (i) to frame rules for the conduct of Inter class/collegiate/ university sports, tournaments, and physical education activities like physical fitness tests, traditional games, relay games, recreational games, coaching, training camp, etc;
- (j) to prepare the budget for presenting to the finance committee;
- (k) to conduct Inter-university/ national/ state competitions/ tournaments/ events/ camps etc;
- (l) to allow funds towards the expenses of the tournaments and competitions;
- (m) to decide whether the university should participate in various inter-university/National/state etc. competitions and to prepare the budget for the expenses involved in such participation;
- (n) to conduct/ organize inter-university/ national/ state-competitions / tournaments/ events/ programs/ seminars/ workshops/ symposia etc.;
- (o) to conduct yoga activities;
- (p) to provide coaching/training in various games and sports;
- (q) to provide advanced coaching and training for adventure sports/events and self-defence activities such as karate, horse riding, civil defence, mountaineering training, disaster management training, environmental-related activities, and coastal/ border/marine-related activities;
- (r) to develop multi-sided physical education, health care, and promotion of the international system of youthfulness adventure and readiness to participate in services related to the defence of peace and International understanding;
- (s) to establish facilities, programs, and activities of research, training, and extension services that promote the highest aims of physical education, sports, and yoga;
- (t) to provide/create an academic program /Course in Physical Education, Sports, yoga, and allied sciences as per the norms of UGC /NCTE, makes and defined by value education, global outlook, and interdisciplinary;

(u) to develop the sports facility in the University and generally to take such other steps as may be found necessary for fulfilment of objects of the board/University, the due discharge of its responsibilities.

(2) Meetings of Board of Sports and Physical Education:

The Board of Sports and Physical Education shall meet at least twice a year or at such other times as may be convened by the Chairperson.

(3) Notice of the Meeting for Board of Sports and Physical Education:

The Director of Sports and Physical Education shall issue a notice of the meeting to the members at least eight clear days before the date of the meeting, along with the agenda for the meeting.

(4) Quorum for Board of Sports and Physical Education:

The quorum for the meeting of the Board of Sports and Physical Education shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.

(5) Conduct of Business for Board of Sports and Physical Education:

- (1) The Vice-Chancellor shall be the Chairperson or in his absence, a person selected by the members present from amongst themselves shall preside at the meeting.
- (2) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have the casting vote.

(6) Minutes of the Meeting of Board of Sports and Physical Education:

- (1) The minutes of the meeting of the Board of Sports and Physical Education shall be prepared immediately after the meeting is concluded and shall be submitted to the Chairperson for his approval.
- (2) On approval of the minutes by the Chairperson, the officers concerned may proceed with the implementation of the resolutions of the Board of Sports and Physical Education.

**Joint Board
of Vice-
Chancellors.**

39. (1) There shall be a Joint Board of Vice-Chancellors to co-ordinate, oversee, implement and to supervise the overall activities being carried out at the Public Universities of the Gujarat State. It shall be responsible to plan the overall development of the university in various fields like research and development, entrepreneurship, intellectual property rights, incubation of industries and linkages with industries for integrated planning, academics, skill development, internship, establishment of foreign educational centres and other.

- (2) The Joint Board of Vice-Chancellors shall consist of the following members, namely: —
- (a) the senior most Vice-Chancellor from amongst all the Vice-Chancellor's of public universities under the Gujarat Public Universities Act-2023, as Chairperson;
 - (b) the next senior most Vice-Chancellor shall be the Vice-Chairperson;
 - (c) the remaining Vice-Chancellor's of all the public universities under the Gujarat Public Universities Act-2023, Members;
 - (d) the Registrar of the Public University from which the Vice-Chancellor is a Chairperson, shall be Member-Secretary.

(A) Powers and Duties of Joint Board of Vice-Chancellors:

The Joint Board of Vice-Chancellors shall have the following powers and duties namely:-

- (a) to ensure that all the public universities of Gujarat State becomes a vibrant hub for promotion of various activities related to education namely; promotion of research and development, interactions and linkages with industries, foreign universities, cultivation of intellectual property rights and entrepreneurship and incubation of knowledge linked industries;
- (b) to consider and approve with modifications, if any, the matters referred to it by the public universities/ State Government;
- (c) to present the Education system of Gujarat State around the globe as and when asked by the State Government;
- (d) to actively participate in various events related to Education;
- (e) to ensure that the spirit of education percolates to all colleges and recognized institutions of the university;
- (f) to ensure that all the public universities of Gujarat State participates for securing foremost rank for becoming world class universities;
- (g) to ensure that all the public universities of Gujarat State works smoothly both academically and financially;
- (h) to help the State Government educational programs and quality improvement;
- (i) to collect membership fees from the universities, to contribute the funds and to utilize the funds for various development activities of students and teachers, like, establishment of common facility for students, centralized admissions and examinations for all universities, preparing common structure in order to frame ordinances etc.;
- (j) to share the expertise of universities for various projects approved by the State Government and to ensure that all the universities are developed equally;
- (k) to propose grants from the State Government for various projects related to emerging technologies, skill development and education development of the state;
- (l) to conduct discussion on recommendations of a particular university and to suggest them workable solution/s;

- (m) to encourage strict implementation of the National Education Policy – 2020 & Standard Operating Procedure and to strictly follow the Uniform Model Statutes approved by the State Government;
- (n) to encourage all educational institutions/ universities for getting accreditation and to ensure that they participate for various accreditation procedures without gap or delay;
- (o) to take appropriate steps in order to develop common research projects and institutional development plans that shall contribute through education in the development of the country;
- (p) to develop their own agenda for common improvement of State Universities and solve major problems.

(B) Meetings of the Joint Board of Vice-Chancellors:

The Joint Board of Vice-Chancellors shall meet every two months and as and when required.

(C) Notice of the Meeting for the Joint Board of Vice-Chancellors:

The member-secretary shall issue a notice of the meeting of the Joint Board of Vice-Chancellors at least fifteen clear days prior to the day of meeting. He shall send the agenda for the meeting to all the members of the Joint Board of Vice-Chancellors at least ten clear days before the meeting.

Provided that the Chairperson shall have the power to waive the period of notice in case of an emergency meeting:

Provided further that in case of emergency, the proposal not included in the agenda of the meeting, may be taken up for consideration, as a table agenda with the consent of the Chairperson.

(D) Quorum for the Joint Board of Vice-Chancellors:

The quorum for the meeting of the Joint Board of Vice-Chancellors shall be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson on the same day or on a later date and no quorum shall be necessary for such adjourned meeting. No quorum shall be necessary on the following day of the continued meeting.

(E) Conduct of Business for the Joint Board of Vice-Chancellors:

- (a) Each member before he takes his place, shall register his attendance in a book placed for the purpose at the entrance of the place of the meeting.
- (b) The Chairperson, or in his absence, the Vice-Chairperson shall preside at the meeting.
- (c) Once the meeting commences the first business to be transacted shall be reading and signing the minutes of the previous meeting. Along with this Action Taken Report and Compliance Report of the previous meeting shall be reviewed invariably.
- (d) After reviewing the Action Taken Report and Compliance Report of the previous meeting, if work seems not to be done as per the agenda item then discussions shall be held for it. On the basis of the discussion the

Chairperson shall take the decision to continue or discontinue with the said agenda item.

- (e) Recommendations, if they are part of the business to be entertained at the meeting by the three members selected by the Chairperson.
- (f) All members should conduct themselves in a professional manner, respecting the right of others to speak.
- (g) The Chairperson has the authority to maintain order and may caution or exclude any member disrupting the meeting's decorum.
- (h) Members must declare any conflicts of interest at the start of the meeting or before the discussion of the relevant agenda item. Members with a conflict of interest should recuse themselves from the discussion and decision-making on that item.
- (i) Accurate minutes must be kept of each meeting, recording the decisions made and, where appropriate, the reasons for those decisions. Minutes do not need to be a verbatim record but must accurately reflect the discussions held and decisions made.
- (j) The Joint Board of Vice-Chancellors may establish sub-committees or working groups to deal with specific issues. These groups will report back to the Joint Board of Vice-Chancellors, and their recommendations will be subject to the Joint Board of Vice-Chancellors approval.
- (k) Periodically, the Joint Board of Vice-Chancellors shall review the effectiveness of its meetings to ensure they are well organized, and efficiently run, and that they encourage open communication and meaningful contribution from all members.
- (l) The business at the meeting of the Joint Board of Vice-Chancellors shall be transacted in accordance with the agenda issued for the purpose and the various proposals placed on the agenda shall be considered, unless otherwise decided at the meeting.
- (m) The decision of the Joint Board of Vice-Chancellors shall be recorded in the form of resolution. It shall not contain the deliberations and discussions. However, any dissent specifically asked by the member/s for being so recorded, shall be recorded.
- (n) Any matter for a change in the order of business, provided that such matter shall not affect the order hereinabove indicated or give priority to any item of business over the items mentioned above; or any of them.
- (o) Any business and matters of which due notice has been given; in the order in which such business and matters are entered in the statements of business; and matters to be brought forward subject to the provisions of the said Act.
- (p) Wherever necessary, meetings may be conducted through teleconferencing or video conferencing. Such digital meetings must adhere to all the procedural requirements.
- (q) All proposals on the agenda shall be decided by a majority of votes of the members present. The Chairperson shall have a vote. In case of equality of votes, the Chairperson shall have one casting vote.

(F) Minutes of the Meeting for the Joint Board of Vice-Chancellors:

- (a) The Member-Secretary shall submit the minutes of the meeting of the Joint Board of Vice-Chancellors within seven days from the date of the meeting to the Chairperson for his approval.
- (b) The minutes of the meeting shall be circulated to all the members of the Joint Board of Vice-Chancellors along with the agenda of the subsequent meeting without fail.
- (c) On approval of the minutes by the Chairperson, the member-secretary or the officers concerned may proceed with the implementation of the resolutions of the Joint Board of Vice-Chancellors. The Member-Secretary shall ensure that the action taken on every resolution of the Joint Board of Vice-Chancellors is duly reported to the Joint Board of Vice-Chancellors as soon as the action thereon is completed.

Cessation of Membership.

40. Notwithstanding anything contained in the Act or the Statutes made there under, where a person, selected, nominated, appointed or co-opted, as the case may be, as an officer of university or a member of any of the authority or bodies of the university by virtue of his being eligible to be so selected, nominated, appointed or co-opted as such an officer or a member under any of the categories of officers or members specified by or under the relevant provisions of the Act in relation to such office, authority or body, he shall cease to be such an officer of the university or a member of such an authority or a body as soon as he ceases to belong to such category and shall be deemed to have vacated his office as such officer or member.

Disqualification for Membership of Authority.

41. (1) A person shall be disqualified for being a member of any of the authorities, bodies and committee of university and voting to the authorities, bodies and committees, if he-
 - (a) is of unsound mind and stands so declared by a competent court; or
 - (b) is an undischarged insolvent; or
 - (c) has been convicted of any offence involving moral turpitude; or
 - (d) is conducting or engaging himself in private tuitions or private coaching classes; or
 - (e) has been punished for indulging in or promoting unfair practices in the conduct of any examination and evaluation, in any form, anywhere; or
 - (f) has wilfully omitted or refused to carry out the provisions of the Act, Statutes or Ordinances, or has acted in any manner detrimental to the interests of the university; or
 - (g) has been punished in any form, by the competent authority for committing a misconduct; or
 - (h) discloses or causes to disclose to the public, in any manner whatsoever, any confidential matter, in relation to the examination and evaluation, the knowledge of which he has come to be in possession, due to his official position:

Provided that, the right of voting of the person in respect of clauses (e) and (g) shall remain suspended during the term of punishment under the said clauses

42. (1) No person shall be a member of Board of Management or Chairman of Board of Studies, for a second consecutive term whether, as a selected, nominated or co-opted member, as the case may be:

Provided that, any person who was the member of the Board of Management of the university or Chairman of the Board of Studies, for the first time whether as selected, nominated or co-opted member, as the case may be, on the date of commencement of the Act, shall not be deemed to have enjoyed the consecutive term if he is nominated or selected or co-opted for the first time after the commencement of the Act.

- (2) If any of the member to be nominated proved guilty after due legal process, in the past then he/she should not be nominated/appointed in any of the Board/Council/Committee etc.

Ineligibility for second consecutive term and in any other Board/Council/Committee.

43. Save as otherwise provided by or under the provisions of the Act, each authority of the university while acting and exercising its powers and discharging functions or duties assigned to it by or under the provisions of the Act, shall have the exclusive jurisdiction to deal with and decide the matters assigned to it and discharging functions or duties assigned to it by or under the provisions of the Act.

Conclusive ness of Decision Authority.

44. (1) A member, other than an ex-officio member, may resign by writing under his signature. A nominee of the State Government may resign by addressing to the State Government, and any other member may resign by addressing to the Vice-Chancellor. The person shall cease to be a member upon his resignation being accepted by the State Government or the Vice-Chancellor, as the case may be, or upon expiry of thirty days from the date of resignation, whichever is earlier.

- (2) If a person nominated, selected, appointed or co-opted to any authority or body remains absent without prior permission of the authority or body for three consecutive meetings, he shall be deemed to have vacated his membership and he shall cease to be a member from the date of the third such meeting in which he has remained absent:

Provided that, such member should have attended at least one meeting in the previous year

Resignation of Membership.

45. If the position/ place of any category/ member of Board/Council/Committee etc remains/falls vacant then the next senior most member shall be nominated, till completion of the respective authorities/board/council/committee etc till the expiry of that respective body:

Provided that, the vacancy in any authorities should be filled with next senior person from respective cadre within 30 days.

Casual vacancy and standing committee to fill vacancies.

Authorities competent to give administrative and financial approval.

46. (1) Universities shall make the appropriate regulations in respect of the delegation of powers as per the provisions of section 24 (1) (e) of the Act. The financial powers of authorities, other than Vice-Chancellor and Registrar, of the University shall be decided by the Board of Management.
- (2) The Board of Management shall decide the number of paid posts to be sanctioned at various positions, with prior approval of the State Government.
- (3) The tenure of any Board, Committee, Authority or any position shall be finalized by the Board of Management, if not mentioned in the Statutes.

**CHAPTER IV
FUNCTIONAL OMBUDSPERSON SEARCH MECHANISM
COMMITTEE OF WORKING COMPOSITION OF STUDENTS'
ON TO BE GRIEVANCE REVISITED REDRESSAL CELL**

Mandatory publication of prospectus, its contents and pricing.

47. (1) Every university or college or recognized institution shall publish and upload on its website, before expiry of preferably at least sixty days prior to the date of commencement of the admission process to any of its courses or programs of study, a prospectus containing the following for the information of person intending to seek admission to such university or college or recognized institution and the general public, namely:—
- (a) the list of programs of study and courses offered along with the broad outlines of the syllabus specified by the appropriate statutory authority or by the university, as the case may be, for every course or program of study, including teaching hours, practical sessions and other assignments;
- (b) each component of the fee, deposits and other charges payable by the students admitted to such university or college or recognized institution for pursuing a course or program of study, and the other terms and conditions of such payment;
- (c) the number of seats approved by the appropriate statutory authority in respect of each course or program of study for the academic year for which admission is proposed to be made;
- (d) the conditions of educational qualifications and eligibility including the minimum and maximum age limit of persons for admission as a student to a particular course or program of study, specified by the university or college or recognized institution;
- (e) the process of selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or program of study and the amount of fee prescribed for the admission test;
- (f) rules or regulations for imposition and collection of any fines specified heads or categories, minimum and maximum fine may be imposed.

- (g) the percentage of tuition fee and other charges refundable to a student admitted in such university or college or recognized institution in case student withdraws from such university or college or recognized institution before or after completion of course or program of study and the time within and the manner in which such refund shall be made to that student;
- (h) documents to be submitted at the time of admission;
- (i) details of the teaching faculty, including their educational qualifications, alongwith the category they belong to Regular or Visiting and teaching experience of every member of its teaching faculty;
- (j) information with regard to physical and academic infrastructure and other facilities including hostel accommodation, library and hospital or industry wherein the practical training to be imparted to the students and in particular the facilities accessible by students on being admitted to the university or college or recognized institution ;
- (k) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the university or college or recognized institution;
- (l) clear demarcation of aided and un-aided courses;
- (m) any such information as the university or college or recognized institution may deem fit.
- (2) The university or college or recognized institution shall publish or upload information referred to in sub-para (1) above, on its official website, and inform prospective students and the general public by giving wide publicity in newspapers and through other media.
- (3) The university or college or recognized institution shall fix the price of each printed copy of the prospectus including admission form, being not more than the reasonable cost of its publication and distribution, and no profit be made out of the publication, distribution or sale of prospectus.

48. Grievances relating to subject matters governed by any Statutory Mechanism evolved by the State Government for which grievance redressal mechanism has specifically been provided under the relevant State Act, shall not be entertained by the Grievances Redressal Cells or the Ombudsperson.

**Exclusion
to
Entertain
Grievances.**

49. (1) Department Grievance Redressal Cell (DGRC):

- (i) In case of universities, all complaints relating to university department or university institution shall first be addressed to Department Grievance Redressal Cell (DGRC) to be constituted at the level of university department or university institution, composition of which shall be as follows:—
 - (a) Head of the university department or university institution – Chairperson;
 - (b) A Professor from outside the university department or university institution to be nominated by the Vice-Chancellor- Member ;

**Grievance
Redressal
Cells.**

- (c) A faculty member well-versed with grievance redressal mechanism to be nominated by the Head of the university department or university institution – Member-Secretary.
- (i) The Chairperson and members of the Cell shall have a term of two years.
 - (ii) The quorum for the meeting shall be two, including Chairperson.
 - (iii) The DGRC shall follow the principles of natural justice while deciding the grievances of the students.
 - (iv) The DGRC shall resolve the grievance within period of fifteen days of receiving the complaint and shall submit its report to the head of the department or head of the institution, as the case may be.
 - (v) The DGRC shall provide a copy of the order to the aggrieved person(s).

(2) Institutional Grievance Redressal Cell (IGRC):

- (i) The complaints not related to university department or university institution and the grievances not resolved at the DGRC shall be referred to the Institutional Grievance Redressal Cell (IGRC) to be constituted by the Vice-Chancellor of the university, composition of which shall be as follows:—
 - (a) Dean / Senior professor – Chairperson.
 - (b) two senior professors other than Chairperson - Member
 - (c) Director, Students' Development -Member Secretary.
- (ii) The Chairperson of IGRC and DGRC shall not be the same. The tenure of the Cell members shall be two years.
- (iii) The quorum for the meetings shall be two, including Chairperson.
- (iv) The IGRC shall consider the recommendation of DGRC while taking the decision. However, the IGRC shall have the power to review recommendations of the DGRC.
- (v) The IGRC shall follow the principles of natural justice while deciding the grievances.
- (vi) The IGRC shall resolve the grievance within period of fifteen days of receiving the complaint. The IGRC shall suggest periodically to the University, different ways and means to minimize and prevent such grievances.
- (vii) The IGRC shall provide a copy of the order to the aggrieved person(s).

(3) College Grievance Redressal Cell (CGRC):

- (i) In case of colleges or recognized institutions, all complaints shall first be addressed to College or Recognized institution Grievance Redressal Cell (CGRC) composition of which shall be as follows.—
 - (a) Principal of the affiliated/ constituent college or head of the recognized Institution-Chairperson;
 - (b) two senior faculty members nominated by the Principal of the College, or head of the recognized institution;
- (ii) The tenure of the members shall be two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.

- (iv) The CGRC shall follow the principles of natural justice while considering the grievances of the students.
- (v) The CGRC shall resolve the grievance within period of fifteen days of receiving the complaint. The CGRC shall suggest periodically to the Management and University, as the case may be different ways and means to minimize and prevent such grievances.
- (vi) The CGRC shall provide a copy of the order to the aggrieved person(s).

(4) University Grievance Redressal Cell (UGRC):

- (i) In case of grievance against the university and the grievance not resolved by CGRC, it shall be referred to University Grievance Redressal Cell (UGRC) for which the Vice-Chancellor of the affiliating university shall constitute a University Grievance Redressal Cell (UGRC) consisting of the six members for an individual college or recognized institution or a group of college or recognized institution keeping in view the location of the college or recognized institution. The UGRC shall be constituted by the Vice-chancellor of the university consisting of:—
 - (a) Dean / Senior professor – Chairperson;
 - (b) three members from amongst the members of the Board of Management, of whom one shall be a woman and one shall be from Scheduled Castes or Scheduled Tribes or Denotified Tribes or Nomadic Tribes or Other Backward Classes;
 - (c) Director, Students' Development - Member Secretary.
- (ii) The Chairperson and members of the Cell shall have a term of two years.
- (iii) The quorum for the meeting shall be three, including Chairperson.
- (iv) The UGRC shall follow the principles of natural justice while deciding the grievance of the students.
- (v) The UGRC shall resolve the grievance within a period of fifteen days of receiving the complaint.
- (vi) The UGRC shall suggest periodically to the Management and University, as the case may be different ways and means to minimize and prevent such grievances.
- (vii) The UGRC shall provide a copy of the order to the aggrieved person(s).

(5) Any person aggrieved by the decision of the Institutional Grievance Redressal Cell or University Grievance Redressal Cell may within a period of six days prefer an appeal to the Ombudsperson.

(6) In case the grievance is against any member in the Cell, the concerned member shall abstain himself from the proceeding on such issue.

50. (1) The university shall appoint an Ombudsperson to hear and decide the appeals against the decisions of the Institutional Grievance Redressal Cell or University Grievance Redressal Cell.

(2) The Ombudsperson shall be a person not related to the university and who is a judge not below the rank of retired District Judge or a retired Vice-Chancellor or a retired Registrar or a retired Professor or a retired Principal.

Ombudsperson.

- (3) The Ombudsperson shall not, at the time of appointment during one year before such appointment or in the course of his tenure as Ombudsperson be in a conflict of interest with the university where his personal relationship, professional affiliation or financial interest may compromise or reasonably appear to compromise, the independence of judgement towards the university.
- (4) The Ombudsperson, or any member of his immediate family shall not—
 - (a) hold or have held at any point in the past, any post or employment in the office of profit in the university;
 - (b) have any significant relationship, including personal, family, professional or financial, with the university;
 - (c) hold any position in university by whatever name called, in the administration or governance structure of the university.
- (5) The Ombudsperson in the university shall be appointed by the Vice-Chancellor of the university, with the approval of the Board of Management of the university, on part-time basis from a panel of three names recommended by the Search Committee consisting of the following members, namely:—
 - (a) Eminent educationist nominated by Board of Management-Chairperson;
 - (b) Vice-Chancellor of the public university to be nominated by the State Government - Member;
 - (c) Vice-Chancellor of the concerned university - Member;
 - (d) Registrar of the concerned university - Secretary.
- (6) The Ombudsperson shall be a part-time officer appointed for a period of three years, from the date he resumes the office and may be re-appointed for another one term in the same university. It shall be ensured by the university that the office of Ombudsperson shall not remain vacant for a period more than three months and within such period of vacancy, the Vice-Chancellor shall assign temporary charge to the sitting Ombudsperson from any of the universities governed by the Gujarat Public Universities Act, 2023 (Gujarat Act No. 15 of 2023).
- (7) The Ombudsperson shall be paid the sitting fee per day as approved by the Board of Management of the University for hearing the cases, in addition to reimbursement of the conveyance.
- (8) The Ombudsperson may be removed on charges of proven misconduct or misbehaviour or for violation of any of the conditions mentioned in sub-clauses (3) and (4) above, by the Vice-Chancellor with the approval of the Board of Management of the University.

Powers and Functions of Ombudsperson.

51. (1) The Ombudsperson shall have power to hear and decide appeals against the decisions of the Institutional Grievance Redressal Cell or University Grievance Redressal Cell.
- (2) No appeals for revaluation or remarking of answer sheets shall be entertained by the Ombudsperson. However, appeals relating to issues of malpractices in the examination and evaluation processes may be referred to the Ombudsperson.

- (3) The Ombudsperson may seek an assistance of any person as amicus curiae, for hearing complaints of alleged discrimination.
- (4) The Ombudsperson shall make all efforts to resolve the grievances within a period of 30 days of receiving an appeal from the student.

52. (1) University or college or recognized institution shall, within a period of three months from the date of issue of this notification, have an online portal where any aggrieved student of that university or college or recognized institution may submit an application seeking grievance redressal.

(2) On receipt of any online complaint, the university or college or recognized institution shall refer the complaint to the appropriate Grievance Redressal Cell or the Ombudsperson, as the case may be, along with its comments within 15 days of receipt of complaint on online portal.

(3) The Grievance Redressal Cell or the Ombudsperson, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the university or college or recognized institution and the aggrieved person.

(4) An aggrieved person may appear either in person or be represented by such person other than legal practitioner, as may be authorized to present his case.

(5) The grievances not resolved at the appropriate Grievance Redressal Cell(s) shall be referred to the Ombudsperson.

(6) The university or college or recognized institution shall co-operate with the Ombudsperson or the Grievance Redressal Cell(s), as the case may be, in redressal of grievances and failure to do so may be reported by the Ombudsperson or Grievance Redressal Cell(s), as the case may be, to the Vice-Chancellor of the university.

(7) On the conclusion of proceedings, appropriate Grievance Redressal Cell or the Ombudsperson, as the case may be, shall pass such order, with reasons for such order, as may be deemed fit to redress the grievance and provide such relief as may be desirable to the affected party at issue, after giving due hearing to both the parties.

(8) Every order under the signature of the Ombudsperson or Chairperson of the appropriate Grievance Redressal Cell, as the case may be, shall be provided to the aggrieved person and the university or college or recognized institution, as the case may be, and shall be placed on the website of the university or college or recognized institution.

(9) The university or college or recognized institution, as the case may be, shall comply with the recommendations of the Ombudsperson. Any recommendations of the Ombudsperson not complied with by the university or college or recognized institution, as the case may be, shall be reported by the Ombudsperson to the University Grants Commission.

(10) In case of any false or frivolous complaint, the Ombudsperson may recommend appropriate action against the complainant.

53. The university or college or recognized institution, as the case may be, shall provide detailed information regarding provisions of Grievance Redressal

Procedure for Redressal of Grievances by Ombudsperson and Grievance Redressal Cell.

Information Regarding Ombudsperson and Grievance Redressal Cell.

Cell(s) and Ombudsperson on their website and in their prospectus prominently.

Consequences of Non-Compliance.

54. The University Grants Commission, in respect of any university or college or recognized institution, as the case may be, which wilfully contravenes this Statute or repeatedly fails to comply with the recommendation of the Ombudsperson or the Grievance Redressal Cell(s), as the case may be, may proceed to take one or more of the following actions, namely:—
- (1) Withdrawal of declaration of fitness to receive grants under section 12B of the University Grants Commission Act, 1956 (3 of 1956);
 - (2) Withholding any grant allocated to the university or college or recognized institution, as the case may be;
 - (3) Declaring the university or college or recognized institution, as the case may be, ineligible for consideration for any assistance under any of the general or special assistance programmes of the University Grants Commission;
 - (4) Informing the general public, including potential candidates for admission, through a notice displayed prominently in suitable media and posted on the website of the University Grants Commission, declaring that the university or college or recognized institution, as the case may be, does not possess the minimum standards for redressal of grievances;
 - (5) Recommend to the affiliating university for withdrawal of affiliation, in case of a college and withdrawal of recognition in case of recognized institution;
 - (6) Recommend to the concerned State Government for necessary and appropriate action, in case of a university;
 - (7) Take necessary and appropriate actions against any university or college or recognized institution, as the case may be, for non-compliance:
Provided that no action shall be taken by the University Grants Commission unless the university or college or recognized institution, as the case may be, has been given an opportunity to explain its position and an opportunity of being heard has been provided to it.

**CHAPTER V
PENALTIES TO BE IMPOSED UPON ERRING AFFILIATED
COLLEGES/RECOGNISED INSTITUTIONS/ LEARNER
SUPPORT CENTRES**

Competent Authority.

55. The Board of Management shall be the competent authority to take disciplinary action against the erring affiliated college or recognised institution, as the case may be.

Violation of Conditions.

56. An affiliated college/recognised institution or the management thereof, as the case may be, shall be liable for disciplinary action, if it commits any of the following acts, namely:-
- (1) violates any of the conditions of affiliation/recognition as prescribed in Section 27 of the Act;

- (2) acts in a manner prejudicial to the interest of the University and/or acts detrimental to the educational standards;
- (3) submits eligibility forms, examination forms or any other forms beyond the date prescribed;
- (4) neglects to take due care to maintain peaceful and proper atmosphere during the conduct of examinations;
- (5) neglects to exercise due care in the smooth, proper and strict conduct of the examinations, leading to the instances of the mal-practices or adoption of unfair-means at the examination centres of the affiliated college/recognized institution;
- (6) permits and/or encourages directly or indirectly mal-practices in the conduct of examinations;
- (7) collects unauthorized or higher fees from the students;
- (8) neglects to take appropriate disciplinary action as directed by the University against the Principal/Director/teachers or other employees as per the relevant provisions in the Standard Code;
- (9) neglects to implement or comply with the decisions of the Grievances Committees of the University constituted under the relevant provisions of the Act, appropriately and promptly;
- (10) commits any other act which, in the opinion of the Board of Management, is an act violating the conditions of affiliation/recognition, as the case may be, and/or other rules or directives or orders of the University.

57. The Board of Management may impose any one or more of the following penalties upon the affiliated college/recognised institution or the management thereof, as the case may be, found guilty of an act of violation of conditions specified above, commensuration with the gravity of an act of violation of conditions, namely:-

- (1) warning/reprimand;
- (2) a fine not less than Rs. ten thousand and not exceeding Rs. ten lakh;
- (3) prohibition to continue unauthorized division or course beyond the respective academic year;
- (4) prohibiting the students to complete the unauthorized course and/or to appear for examination.
- (5) denial to accept the eligibility forms, examinations forms and/or any other forms submitted beyond the prescribed date;
- (6) discontinuation of the centre for conducting the examinations for a specified period;
- (7) a fine of the amount equivalent to five times the total fees charged to the students admitted in excess along with the reduction in the strength in the courses/divisions/students for the subsequent year/s not more than number of courses/divisions/students admitted in excess of the permitted strength for that academic year;
- (8) suspension of affiliation or recognition, as the case may be, and prohibiting new admissions of the students to the courses;
- (9) any other punitive action, as it may deem fit.

Penalties.

Procedure to impose penalties.

58. (1) Upon receipt of a complaint, or Suo-moto, if the Board of Deans is prima-facie satisfied that the affiliated college/recognised institution or the management thereof, as the case may be, has committed violation of any of the conditions provided in Clause (2), it shall issue a notice to the management of the erring affiliated college/recognized institution about alleged act/s of violating conditions and shall require the management to submit written explanation to the Vice-Chancellor, within a period of fifteen days. A copy of such notice shall also be sent to the Principal of the affiliated college or Head of the recognised institution, as the case may be.
- (2) In case the management fails to submit the written explanation within the stipulated period or admits the acts of violation of conditions indicated in the notice, the Board of Deans shall submit its report to the Board of Management for deciding the quantum of penalties to be imposed upon the erring affiliated college/recognised institution or the management thereof, as the case may be;
- (3) If the management does not admit the acts of violation of conditions indicated in the notice, the Board of Management shall appoint a committee to cause an inquiry into the matter.
- (4) The inquiry committee shall offer reasonable opportunity to be heard to the University and to the management of the erring affiliated college/recognised institution to present their respective claims, with or without oral and/or documentary evidence. The inquiry committee shall record its findings on each act of violation of conditions indicated in the notice and shall also record the reasons for such findings. The inquiry committee shall complete the inquiry and submit the report to the Board of Management, within thirty days from date of its constitution.
- (5) The Board of Management on the basis of the findings of the inquiry committee shall decide to impose any or all of the penalties and fines prescribed in this Statute as it may deem fit.
- (6) Upon the Board of Management deciding the quantum of penalties, the Board of Deans shall issue the management of the erring affiliated college/recognised institution, a final notice to show cause as to why penalty as decided by the Board of Management should not be imposed on it and shall require the management to submit the written explanation within a period of fifteen days. On receipt of the written explanation and or in absence thereof, the Board of Deans shall place the notice and the written explanation before the Board of Management in its ensuing meeting, which shall, after taking consideration of the cause shown by the management of the erring affiliated college/recognised institution, decide the quantum of penalty to be imposed.
- (7) The Board of Deans shall inform the management of the erring affiliated college/recognised institution, of the penalty so imposed, within fifteen days from the date of decision of the Board of Management.
- (8) If the management fails to comply with the order of the University imposing penalty, without any reasonable cause, within the period specified in the

order, or within such further period as may be allowed by the University, the management, shall be liable to pay—

- (a) the fine which may extend to five thousand rupees per day, for the first default;
- (b) the fine which may extend to ten thousand rupees per day, for the second and subsequent defaults.

59. Imposition of the penalty under this Statute does not imply in any event that the irregularity committed by the erring affiliated college/recognized institution or the management thereof, as the case may be, is regularised or waived.

Effect of imposition of penalty.

CHAPTER VI
CONFERMENT OF HONORARY DEGREES AND ACADEMIC
DISTINCTIONS
(Under Section 20 (a) of the Act)

60. (1) The University may confer not more than two honorary degrees or academic distinctions per year, in the fields of science, technology, social science, law, physical sciences, art, literature, etc.
(2) The honorary degrees or academic distinctions shall be conferred at the convocation of the University.

Honorary degrees and academic distinctions.

61. The following persons shall be considered eligible for conferment of honorary degrees or academic distinctions, namely:-

- (1) Persons of distinguished merit who have made outstanding contributions in the sphere of their activities as evidenced by their individual standing and stature, eminence of their personality and impact of their contributions on the society.
- (2) Distinguished scholars of national and international recognition/reputation who have put in highest quality research work as demonstrated by very high citation index.
- (3) Persons holding fellowship of International bodies such as fellow of the Royal Society, American Academic Sciences, Indian National Sciences, etc.
- (4) Noble Laureates.
- (5) Persons who have significantly contributed either through research or through high quality social work to the cause of development and empowerment of women and disadvantaged section of the society.

Eligibility Criteria for Conferment of Honorary degrees or Academic Distinctions.

62. (1) The University shall publish a notification in respect of conferment of honorary degree or academic distinction in the fields of science, technology, social science, law, physical sciences, art, literature, etc., mentioning therein the eligibility conditions.

- (2) On receipt of Bio-data from the candidates, the Vice-Chancellor shall appoint a committee consisting of members of the Academic Council, to

Procedure for Conferment of Honorary degrees or Academic Distinctions.

scrutinize the applications and to submit the report recommending the suitable names for conferment of honorary degree or academic distinction.

- (3) On receipt of the report of the committee, the Vice-Chancellor, may recommend one of the persons recommended by the committee for conferment of honorary degree or academic distinction and shall submit a proposal in this behalf to the Board of Management for approval along with the detailed bio-data of the person so recommended and relevant documents showing his contribution in the fields of science, technology, social science, law, physical sciences, art, literature, etc. at State, National and International level. While recommending the name of the person for conferment of honorary degree or academic distinction, individual's merit shall only be considered.
- (4) The University shall not entertain or consider any proposal regarding conferment of an honorary degree or academic distinction without the Vice-Chancellor having obtained the previous approval of the Board of Management.
- (5) An honorary degree or academic distinction shall not be considered as an academic qualification.

Procedure for Convocation.

63. (1) In the academic calendar published by the University, in addition to the schedules for academic activities, the tentative dates for convocation shall be included.
- (2) The convocation shall be held within 120 days from the date of declaration of results of examinations.
- (3) Convocation shall be held on the dates to be fixed by the Vice-Chancellor in consultation with the Chancellor.
- (4) In the meeting preceding to the convocation, the Academic Council shall recommend to the Board of Management, the names of persons who are eligible for award of degrees, diplomas, certificates and academic distinctions. Upon recommendation of the Academic Council, the Board of Management shall accord approval to confer such degrees, diplomas, certificates and academic distinctions upon such eligible persons.
- (5) No degree, diploma, certificate and academic distinction shall be conferred unless the same has been specified by the University Grants Commission and instituted by the University in accordance with the provisions of the Act.
- (6) The University shall notify a programme for convocation at least thirty days before the date so fixed.
- (7) Convocation shall include the ceremonial aspects, as per the provisions made for them in the Ordinances.
- (8) The University shall have the power to assign affiliated colleges/ recognised institutions/ learner support centres to hold graduation ceremony for their students on its behalf, on the date so fixed, for the purpose of distribution of degrees:

Provided that such graduation ceremony shall be held by the affiliated colleges/ recognised institutions/ learner support centres within one month after the convocation is held by the University.

- (9) Such affiliated colleges/ recognised institutions/ learner support centres shall be required to abide by the directions of the University and hold the graduation ceremonies as per the schedule fixed.
- (10) The University shall furnish an annual report to the University Grants Commission on the observance of the above provisions, within forty five days after the convocation is held.

CHAPTER VII
**ESTABLISHMENT AND MAINTENANCE OF SUB-CAMPUSES/
REGIONAL CENTRES OF THE UNIVERSITY**
(Under Section 20 (b) of the Act)

64. The sub-campus shall be a comprehensive inherent independent unit of the University for a predetermined geographical jurisdiction. The purpose of the sub-campus shall be to decentralize academic, administrative, research and extension activities of the parent University in order to improve efficiency and effectiveness.
65. The University which has more than 100 affiliated colleges and 50 recognized institutions may apply to the State Government for establishment of a sub-campus, provided that there shall be at least 40 affiliated colleges and/or recognized institutions in the predetermined geographical area.
66. (1) The University desirous of establishing a sub-campus/ regional centres, shall submit an application along with detailed proposal to the Department of Education, through the Director of Higher Education.
- (2) The proposal shall contain the following particulars along with the relevant documents in support thereof, namely:-
- (a) justification regarding the necessity of establishing a sub-campus/ regional centres;
 - (b) details of the land proposed for establishment of;
 - (c) detailed requisition for financial aid from the State Government for land procurement and infrastructural development for the proposed sub-campus/ regional centres, with detailed item-wise description along with the estimated recurring and non- recurring expenditure;
 - (d) details of whether the sub-campus/ regional centres is proposed to be a domain specific or multi- domain and in case of multi-domain sub-campus, details of the specific domains proposed such as science, law, management, etc.;
 - (e) the nature and the type of programmes of study, training and research proposed to be undertaken by means of conventional / distance / open /

Purpose of the sub-campus/ regional centres.

Eligibility.

Establishment of sub-campus/ regional centres.

- vocational and any other mode, by the sub-campus/ regional centres and phasing of such programmes with programme-wise enrolment targets.
- (f) availability of academic research and training facilities including teaching and non-teaching staff at the disposal of the University;
 - (g) requirement of teaching and non-teaching staff for the proposed sub-campus/ regional centres;
 - (h) details of plans for campus development such as construction of buildings, details of structural amenities and infrastructure facilities including academic buildings, laboratories, auditorium, library, equipment, etc. already available and also plans for further expansion;
 - (i) details of play grounds and other facilities proposed to be created for games and sports and extra-curricular activities like National Cadet Corps, National Service Scheme, etc;
 - (j) funds available and plans and schemes for the generation of funds internally through the fees from students, revenues anticipated from consultancy services, industry collaborated projects and other activities relating to the objects of the University, and other anticipated incomes;
 - (k) such other details as the University may like to give;
 - (l) such other details as may be prescribed by the State Government.
- (3) The scrutiny committee constituted by the Department of Education shall scrutinize the proposal submitted by the University and shall inform the University, of the discrepancies, if any, in the proposal or documents submitted, within fifteen days from the date of receipt of the proposal by the State Government and shall ask the University to comply with the requirements, within fifteen days from the date of receipt of such communication by the University.
 - (4) The scrutiny committee shall scrutinize the proposal submitted by the University after complying with the discrepancies within fifteen days from the date of receipt of the proposal and submit a report thereon with specific recommendation as to its eligibility, to the Department of Education.
 - (5) The Department of Education shall constitute an inspection committee consisting of senior Government officials and renowned academicians for physical verification of all the documents and to examine the suitability of location and viability of the sub-campus.
 - (6) The inspection committee, while considering the proposal, may call for such other information from the University as it thinks proper for the purpose.
 - (7) The inspection committee on and upon consideration of the proposal, physical verification of documents and examining the suitability of location and viability of the sub-campus/ regional centres, shall submit its report with specific recommendation as to the establishment of the sub-campus, or the deficiencies, if any, observed by it, to the Department of Education within a period of two months from the date of its first meeting.
 - (8) While computing the period of two months, the period commencing from the date on which requisition for any information is issued and ending on

- the date on which requisite information is submitted to the committee, shall be excluded.
- (9) The Department of Education shall communicate to the University, the deficiencies, if any, observed by the inquiry committee, for removal thereof.
 - (10) The University shall submit the report regarding removal of deficiencies to the Department of Education, within a reasonable time. The inspection committee, after considering the said report submitted by the University, shall submit its report to the Department of Education with specific recommendations as to the establishment of the sub-campus/ regional centres.
 - (11) After the receipt of the report of the committee, if the State Government considers it right and proper, it may grant permission to establish the sub-campus/ regional centres. The said decision of the State Government shall be communicated to the University Grants Commission and Ministry of Human Resource Development for information.
 - (12) The sustainability of the sub-campus will be subject to the existence of the parent University.
 - (13) If a University desires to establish sub-campus in any foreign country, on its own or in collaboration with any other Indian or foreign university or institution, it shall have to obtain the prior sanction of the Central Government as well.
 - (14) The University shall utilize the grants received from the State Government only for the purposes for which they are granted.
 - (15) It shall be the duty of the Director of Higher Education to ensure that grants received from the State Government are utilized by the University in a proper manner.
 - (16) Purchases of items, procurement of services and construction of buildings/development of infrastructure for the sub-campus shall be carried out by the University strictly in accordance with the policies/directives of the State Governments.
 - (17) The State Government shall carry out test audit or full audit of the accounts of the sub-campus, at such intervals as it may deem fit.
 - (18) The University shall submit utilization certificate to appropriate authorities, from time to time.

67. The sub-campus shall not be authorized to award degrees to the students. The degrees shall be awarded by the parent University mentioning the name of the sub-campus.

Award of Degree.

68. The sub-campus shall have the following powers and duties, namely:-

- (1) to provide for the under-graduate and post-graduate educational activities in the departments on the sub-campus and in the affiliated colleges/ recognised institutions/ learner support centres under its jurisdiction;

Powers and duties of the sub-campus.

- (2) to carry out the examination and evaluation related activities in the departments on the sub-campus and in the affiliated colleges/ recognised institutions/ learner support centres under its jurisdiction;
- (3) to provide for academic training workshops or seminars, quality measurement and other academic, administrative, financial and related activities in the departments on the sub-campus and in the affiliated colleges/ recognised institutions/ learner support centres under its jurisdiction;
- (4) to organize workshops and training programmes for the benefit of the teaching and support staff in the departments on the sub-campus and in the affiliated colleges/ recognised institutions/ learner support centres under its jurisdiction;
- (5) to implement of various academic, administrative and governance mechanisms of the parent university;
- (6) to monitor the administration of the academic programmes of the affiliated colleges/ recognised institutions/ learner support centres under its jurisdiction;
- (7) to issue transcripts, statements of marks, transference certificate, migration certificate, rank certificates, passing certificates, degree certificates and other certificates and documents as may be directed by the parent University, from time to time, to the students in the department on the sub-campus and in affiliated colleges/ recognised institutions/ learner support centres under its jurisdiction;
- (8) to perform such other functions as may be assigned to it by the parent University.

**CONSTITUTION, POWERS, DUTIES AND FUNCTIONS OF
AUTHORITIES OF THE UNIVERSITY**

(Under Section 20 (c) of the Act)

As prescribed in Chapter III of these Statutes.

CHAPTER VIII

**NORMS OF GRANT AND WITHDRAWAL OF AFFILIATION TO
COLLEGES AND INSTITUTIONS/ LEARNER SUPPORT
CENTRES**

(Under Section 20 (d) and 20 (o) of the Act)

**Norms and
procedure for
grant of
affiliation.**

- 69.** (As per UGC ODL OL Regulations 2020 and amendments time to time):
- (1) The University shall publish a notification in the local newspaper and also on the official web site of the University, inviting online applications from the managements for opening of new colleges or institutions of higher learning or for starting new courses of study, subjects, faculties, additional divisions or satellite centres which are in conformity with the perspective plan, before 31st August of the year preceding the year from which the permission is to be granted.

- (2) The management seeking permission to open a new college or institution of higher learning shall apply online in a prescribed format, along with the affiliation fees prescribed by the University, to the Registrar of the University before the last day of September of the year preceding the year from which the letter of intent from the State Government is sought.
- (3) The applicant Society/Trust/Company shall have been registered under the Section 8 of the Companies Act, 2013, as the case may be, at least one year before the date of submission of the application for opening of new colleges or institutions of higher learning.
- (4) The following documents shall be uploaded by the management while making online applications for opening new colleges or institutions of higher learning, namely:-
 - (a) Registration Certificate of the Society/ Trust/Company along with details of constitution and Memorandum of Association;
 - (b) Audited Statement of Accounts of the previous Financial Year;
 - (c) details of the latest fund positions along with Bank agreements and receipt of Fixed Deposit of the amount prescribed by the State Government or the University, from to the time;
 - (d) detailed financial estimate (budget) of the current financial year.
 - (e) documents showing that the financial transactions of the Society/Trust/ Company are made through Nationalized / Scheduled Banks;
 - (f) letter given by the Society/Trust jointly with the Nationalized / Scheduled Bank concerned undertaking that deposits in the bank shall not be withdrawn without prior permission of the University;
 - (g) in case of colleges to be started on 'no grant in aid basis', an Affidavit on the stamp paper of Rs. 300/- to the effect that the expenses incurred on the salary and other expenses of the colleges as per rules, shall be borne by the Society/Trust/Company;
 - (h) documents relating to own land;
 - (i) documents relating to rented land;
 - (j) documents showing that the proposed college has administrative, academic and other buildings with sufficient accommodation to meet the immediate academic and other space requirements as specified by the University for each of the higher education course/programme with adequate scope for future expansion in conformity with those prescribed by the University Grants Commission/ Statutory/Regulatory body concerned, ensuring that all buildings constructed in the college are disabled friendly;
 - (k) documents showing that the proposed college has academic building sufficient to accommodate the faculties, lecturer/seminar rooms, library and laboratories with a minimum of the area as prescribed by the University/ Statutory/Regulatory body concerned, from time to time;
 - (l) documents showing that the proposed college has appointed number of teaching and non-teaching staff as per the University norms;
 - (m) documents showing that the proposed college has adequate civic facilities for essentials like water, electricity, ventilation, toilets, sewerage, etc. in

conformity with the norms laid down by the Central/State Public Works Department;

- (n) documents showing that the proposed college has taken adequate measures for safety, security, pollution control, etc.
- (o) documents showing that the proposed college has a library with books relating to the proposed programmes including both text books, reference books, journals, along with a book bank facility for students belonging to the Scheduled Castes, Scheduled Tribe and such other sections, as may be specified by the University Grants Commission/ Statutory/Regulatory body concerned, from time to time;
- (p) documents showing that the proposed college has necessary laboratory equipment as prescribed by the University/Statutory/Regulatory body concerned, from time to time, for each of the higher education programmes;
- (q) documents showing that the proposed college has a multi-purpose complex/an auditorium and facilities for sports, canteen, parking, health care, separate common rooms and separate hostels for boys and girls, as per the local requirements as decided by the University;
- (r) documents showing that the proposed college has appropriate furniture for lecture/seminar rooms, laboratories, library, faculty rooms, rooms for administrative staff including the Principal, multi-purpose complex/auditorium, common rooms and hostels for boys and girls, and for other facilities;
- (s) registered Lease Agreement, if the playground is to be used on rental basis;
- (t) letter from the Competent Authority designated by the State Government for classification of land and its location as Metropolitan or other areas;
- (u) land Use Certificate from the Competent Authority designated by the State Government.
- (v) building Plan of the proposed college prepared by a registered Architect and approved by the Competent Authority designated by the State Government;
- (w) registered documents by the registered Society/ Trust/Company earmarking land and buildings for the proposed college;
- (x) detailed Project Report, giving-
 - (i) background of the Society/ Trust/Company with reference to its experience in promoting, managing and operating educational institutions; details of its promoters including their background; its activities in the social, charitable and educational spheres since its inception and its Vision and Mission;
 - (ii) development plan for the college with timeline, spelling out its growth plan over the first ten-year period in terms of phasing of academic programmes/ increase in students' intake and introduction of postgraduate programmes/research, and the time schedule for stage-wise development of the academic infrastructure, like recruitment of faculty, and other support facilities, including student amenities, such as hostels, sports and recreational facilities;

- (iii) architectural master plan indicating the land use pattern including those for the future;
 - (iv) policy with regard to faculty recruitment, retention and development;
 - (v) structure of academic and administrative governance;
 - (vi) sources of financing of capital and operating expenditure, besides funds to be generated through students' fees; and
 - (vii) resource projections and their utilization schedule.
- (y) other documents, if any, prescribed by the State Government and the University, from time to time.
- (5) The management shall submit a hard copy of the online application along with the attested copies of the required documents mentioned in Clause (4) above to the Academic Section of the University before the last day of the September of the year preceding the year from which the letter of intent from the State Government is sought.
- (6) Procedure as notified for grant of permission from the State Government for opening new college or new course, subject, faculty, division or satellite centre and procedure as mentioned in notification for grant of affiliation and provisions of notification for continuation of affiliation, as may be applicable, shall be complied with.

70. Norms and Procedure for Grant of Permanent Affiliation:

- (1) The University shall publish a notification in the local newspaper and also on the official web site of the University, inviting online applications from the affiliated colleges or institutions for permanent affiliation, before 31st August of the year preceding the year from which permanent affiliation is to be granted.
- (2) The affiliated college with at least five years standing as an affiliated college or institution shall be eligible to apply for permanent affiliation.
- (3) The affiliated college or institution seeking permanent affiliation shall apply online in a prescribed format, along with the affiliation fees and required documents prescribed by the University, to the Registrar of the University before the last day of September of the year preceding the year from which the permanent affiliation is sought.
- (4) The affiliated college or institution seeking permanent affiliation shall submit a hard copy of the online application along with the attested copies of the required documents and requisite fees to the Registrar of the University before the last day of the September of the year preceding the year from which the permanent affiliation is sought.
- (5) Only those applications complying with the requirements and received within the prescribed time-limit, shall be accepted and considered by the University.
- (6) The Board of Deans shall consider and scrutinize the applications.
- (7) The Board of Deans shall inter-alia, apply the following criteria while scrutinizing the applications, namely:-

Norms and procedure for grant of permanent affiliation.

- (a) whether affiliated college or recognised institution has fulfilled all the conditions of affiliation/recognition satisfactorily;
 - (b) whether has attained high academic and administrative standards as prescribed by the University and the regulatory bodies concerned, from time to time;
 - (c) whether necessary measures have been taken for fulfilling the objectives of the college and the University.
- (8) The Board of Deans in its report shall make specific recommendations to the Academic Council duly supported by the relevant reasons as are deemed appropriate, on or before the last day of February of the next calendar year.
 - (9) If the Academic Council is satisfied that the affiliated college or institution has fulfilled all the conditions of affiliation prescribed under Section 27 of the Act satisfactorily and has attained high academic and administrative standards as prescribed by the University and regulatory bodies concerned, from time to time, it shall grant permanent affiliation to the college or institution.
 - (10) If the Academic Council of the University decides not to grant permanent affiliation to the college or institution, the college may apply again if it fulfils the conditions/requirements subsequently, but not earlier than six months from the date of rejection of its earlier application.
 - (11) As per UGC norms a college must have five acers of land earmarked for the programmed.
 - (12) The Institute must have infrastructure and other academic and other requirement as prescribed by UGC/ AICTE/ NCTE/ BCI/ MCI/ any other related apex body.
 - (13) The Institute must have full teaching staff required as per last semester work load and also non-teaching staff as per University/ UGC/ other apex body/ Government.
 - (14) The proof of last five years' salary should be produced and the salary of teaching and non-teaching staff should not be less than the salary drawing by government employee.
 - (15) The decision to grant permanent affiliation shall be finally approved by Board of Management and Executive Council after it successfully approved by Academic Council.
 - (16) The Registrar shall communicate the decision of the Academic Council to the management with a copy to the Director of Higher Education, on or before 15th June of the year from which permanent affiliation is to be granted.

Withdrawal of affiliation.

71. (1) Privileges conferred on the college or institution by affiliation are liable to be withdrawn, if an affiliated college or institution, -
 - (a) fails to comply with the conditions of affiliation or recognition as provided in Section 27 of the Act; or
 - (b) fails to allow the College Development Committee to function properly; or
 - (c) fails to take action as per directions issued under the Act; or

- (d) is conducting the college in a manner prejudicial to the interest of the University or the standards laid down by it.
- (2) The Board of Deans shall, on receiving a complaint or may, in any other matter, Suo-moto, issue a notice to the management, to show cause as to why the privileges conferred on the college or by affiliation should not be withdrawn in part or in whole or modified.
- (3) The Board of Deans shall mention the grounds on which it proposes to take the action and shall send a copy of the notice to the principal of the college. It shall also specify in the notice, the period, being a period, which shall not be less than thirty days within which the management should file its written statement in reply to the notice.
- (4) On receipt of such written statement or on expiry of the period specified in the notice issued under Clause (3) above, the Board of Deans shall place before the Academic Council, the show cause notice, and the written statement, if any, with or without the motion for withdrawal or modification of such privileges.
- (5) The Academic Council shall, having regard to the interest of students studying in the colleges, shall recommend an action in this behalf to the Vice-Chancellor shall pass the necessary order.
- (6) If the Academic Council recommends the affiliation should be withdrawn, it shall be approved by Executive Council and Board of Management then withdrawn in phases.
- (7) The Vice-Chancellor, before taking the final decision, shall offer a reasonable opportunity to be heard to the college and the management thereof, to defend their case. The statements of the college and the management thereof, shall be recorded during the course of hearing.
- (8) It shall be the responsibility of the Registrar in the consultation with Vice-Chancellor to complete the process of withdrawal of affiliation well in advance and in any case before the last day of March of the year from which the affiliation is to be withdrawn.
- (9) The University shall inform the State Government the decision of withdrawal of affiliation of a college.
- (10) The management of the college, affiliation of which has been withdrawn by the University, shall have to seek the permission of the State Government as notified by State Government before re-affiliation of the college.

**RULES OF PROCEDURE FOR CONDUCT OF BUSINESS AT THE
MEETINGS OF AUTHORITIES OF THE UNIVERSITY**

(Under Section 20 (e) of the Act)

As prescribed in Chapter III of these Statutes.

CHAPTER IX
UNIVERSITY FUNDING AND NON-FEE REVENUE
ALLOCATION GUIDELINES
(Under Section 20 (f) and 20 (h) of the Act)

**Manner of
raising funds
for the
university from
non-fee
sources.**

72. (i) The University shall engage in various fund raising activities to secure financial resources to support its mission and objectives.
- (ii) Fund raising activities may include but are not limited to:
- (a) Soliciting donations from alumni
 - (b) Soliciting donations from individuals
 - (c) Grants from corporations.
 - (d) Pursuing grants from governmental agencies, foundations, and research institutions
 - (e) Establishing partnerships with external organizations for mutually beneficial initiatives
 - (f) Offering research and consultancy services to Industry
 - (g) Development funds raised from the students, raising examination fees, etc.
 - (h) Supporting industry and research organizations on research and advising on strategic projects
 - (i) Offering the lab/ workshop facilities on a chargeable basis to startups/ entrepreneurs to support product development
 - (j) Offering the facilities of the University such as spaces, auditoriums, and outdoor areas for rent to individuals, organizations, or businesses for conferences, ceremonies, or special events.
 - (k) As and when required and availability of residential facilities such as dormitories or guest houses may be offered for short-term accommodation as per Standard Operating Procedure prepared by the University and approved by the Board of Management.
 - (l) Income generated from intellectual property, patents, technology transfer, research, guidance to industry and projects.
 - (m) Income from licensing agreements for the use of the University's brand, logo, or facilities.
 - (n) Revenue generated through commercialization of research outcomes.
 - (o) Sales of merchandise, publications, and other educational materials.
- (iii) The University would encourage for annual donation and fund raising efforts and encourage all department to do so. These efforts are designed to provide a framework for fund raising, guiding the University community, including alumni, in their philanthropic endeavours.
- (iv) The process of determining donation targets shall involve consensus between the University's Board of Management, Finance Committee and relevant stakeholders to ensure alignment with the institution's mission and vision.

- (v) The University shall communicate the annual donation targets transparently to its alumni, donors, and the broader community through various channels, including official publications, websites, and fund raising campaigns.
- (vi) The achievement of annual donation targets shall be monitored and reported regularly, fostering accountability and transparency in the University's fund raising activities.
- (vii) Fifty percent (50%) of all donations received shall be allocated for the benefit of students, including scholarships. This allocation shall support scholarships, research opportunities, and other student-centric initiatives.
- (viii) The remainder of the funds generated may be used for development of the University. Transfer of the funds to the development fund of the University would be done only if the University meets the requisite KYC score requirements as prescribed by the Fee Regulatory Committees.
- (ix) The University shall establish specialized research centers dedicated to advancing knowledge in research methodology across various disciplines.
- (x) These centers shall serve as hubs for interdisciplinary collaboration, providing resources, training, and expertise to faculty, researchers, and students engaged in research activities.
- (xi) Funds allocated to specialized research centers shall be utilized for the development of state-of-the-art facilities, acquisition of research tools and technology, and support for faculty and research staff. The goal is to enhance the University's research capabilities, foster innovation, and contribute to the advancement of methodologies in diverse fields of study.
- (xii) A portion of the allocated funds shall be dedicated to the development and implementation of knowledge-intensive programs. These programs shall focus on offering cutting-edge, high-impact educational experiences that integrate the latest advancements in knowledge and technology. The funds will support the design and delivery of curriculum, recruitment of qualified faculty, and investment in resources and infrastructure required for these programs. Knowledge-intensive programs aim to position the University as a leader in providing education that meets the evolving demands of a knowledge-driven society.
- (xiii) The University should encourage the facility of earning with learning under knowledge intensive program. Standard Operating Procedure (SOP) should be prepared by the University and approved by the Board of Management.

CHAPTER X
NORMS FOR GRANT OF AUTONOMY TO UNIVERSITY
DEPARTMENTS OR INSTITUTIONS, AFFILIATED COLLEGES
AND RECOGNIZED INSTITUTIONS
(Under Section 20 (g) of the Act)

73. (1) An autonomous college/ recognized institution/ university department/ university institution will have the freedom to -

Objectives of autonomy.

- (a) determine and prescribe its own courses of study and syllabi, and restructure and redesign the course to suit local needs, make it skill oriented and in consonance with the job requirements;
- (b) prescribe the rules for admission in consonance with the reservation policy of the Government of Gujarat/ national policy;
- (c) promote research in relevant fields;
- (d) evolve methods of assessment of student's performance, the conduct of examination and notification of results;
- (e) use modern tools of educational technology to achieve higher standards and greater creativity and
- (f) promote healthy practices such as community service, extension activities, projects for the benefit of the society at large, neighbourhood programmes, etc.

The autonomy shall be a means to achieve higher standards and greater creativity in the future. An autonomous college/recognized institution/ university department/university institution shall be fully accountable for the content and quality of education that it imparts and shall be responsible for evaluation of the students for awards of degrees, diplomas and certificates to be awarded by the University.

(Note: A college shall include affiliated, conducted and/or constituent college)

Relationship with the University, the Government of Gujarat and other Autonomous colleges/Educational Institutions.

74. (1) There will be a symbiotic relationship between the parent university, State Government and the Autonomous College. The relationship between the parent University and the Autonomous College would be in the manner that is conducive for the development of the College with the ultimate aim of converting it into a College of Eminence.
- (2) The University shall have the right to review all new courses of an autonomous college/recognized institution/ university department/university institution. Where there is an evidence of decline in standards of quality, the University shall, after careful scrutiny and in consultation with the University Grants Commission, either modify such courses, wherever possible, or cancel such courses.
- (3) Autonomous college/recognized institution/ university department/university institution will be free to make use of the expertise of other University departments and institutions to frame their curricula, devise, method of teaching, examination and evaluation. They can recruit their teachers according to the existing procedures and norms prescribed by the competent authority, from time to time.
- (4) The University will accept the methodologies of teaching, examination, evaluation and certify the course curriculum of its autonomous college/recognized institution/ university department/university institution. It will also help the autonomous colleges/recognized institutions/university departments/university institutions to develop their academic programmes, improve the faculty and to provide necessary guidance by participating in

the deliberations of the different bodies/committees of the autonomous colleges/recognized institutions/university departments/ university institutions.

- (5) The role of the University will be -
- (a) to encourage the colleges of good standing under their ambit to apply for autonomous status under the scheme;
 - (b) to accept the guidelines on the scheme of autonomous colleges issued by the University Grants Commission during the plan periods and from time to time, as binding and a matter of policy;
 - (c) to promote academic freedom in autonomous college/recognised institution/university department/university institution by encouraging introduction of innovative academic programmes;
 - (d) to facilitate introduction of new courses of study, subject to the required minimum number of hours of instruction, content and standards provided the UGC Regulations on the Specification of Degrees are followed by the College;
 - (e) to permit them to issue their provisional, migration and other certificates;
 - (f) to encourage to form a consortium for mutual co-operation/collaboration in chosen areas such as management skills, national services, entrance examinations, services projects, inter collegiate/intra collegiate sharing of expertise and human resources for teaching programmes;
 - (g) to encourage to adopt the semester pattern of study, continuous internal assessments, credit system and credit transfer among autonomous colleges/ recognized institutions/ university departments/ university institutions;
 - (h) to do everything possible to foster the spirit of autonomy and to create a separate wing to facilitate the smooth working of autonomous colleges / recognized institutions / university departments / university institutions;
 - (i) to consider and accept both internal and external assessment of students in autonomous colleges/ recognized institutions /university departments/ university institutions for admitting them to higher level courses conducted by other colleges/ recognized institutions /university departments/ university institutions;
 - (j) to consider and accept the decisions of the statutory bodies of the autonomous colleges / recognized institutions/ university departments /university institutions;
 - (k) to accept the students of autonomous colleges/ recognized institutions/ university departments/ university institutions declared qualified by autonomous colleges / recognized institutions / university departments/university institutions for award of such degrees / diplomas / certificates;
 - (l) to award degrees/diploma/certificates to the students declared qualified by autonomous colleges / recognized institutions / university departments/university institutions for award of such degrees / diplomas / certificates;

- (m) to ensure that degree / diplomas / certificates issued indicate the name of the autonomous college/ recognized institution /university department/ university institution, along with the name of the University;
 - (n) to nominate eminent academicians of the university to serve in various committees of the autonomous colleges/ recognized institutions /university departments/ university institutions for giving inputs for the improvement of the functioning of the college;
 - (o) to forward the application of the college for grant of autonomy to the University Grants Commission within the specified timeframe; and
 - (p) to exercise such other powers and perform such other duties as may be conferred by or under the Act, Statutes, Ordinances, Rules and Regulations.
- (6) The State Government will assist the autonomous college/ recognized institution/ university department/university institution by,-
- (a) avoiding, as far as possible, transfer of teachers, especially in college and recognized institution, where academic innovation and reforms are in progress, except for need-based transfer;
 - (b) conveying its concurrence for the grant of autonomy or extension of autonomy of any college/ recognised institution/ university department/ university institution to the University Grants Commission within a period of thirty days after receipt of the recommendation of the Board of Management of the University, failing which it will be presumed that the Government of Gujarat has no objection to grant of autonomy or extension thereof, to the college/recognized institution /university department/ university institution;
 - (c) maintaining the grant-in-aid pattern even after grant of autonomous status to the college/recognized institution/university department/university institution; and
 - (d) nominating an academician of repute as its nominee in time on the Governing Body/ Board and other Bodies of the Government Colleges Granted autonomous status.
 - (e) The State Government will nominate an academician of repute as its nominee in the UGC Expert Committee at the time of fresh induction and extension of autonomous status to a college/recognized institution/university department/university institution;
 - (f) The State Government will provide the nominee within 30 days of the request;
 - (g) If the state Government does not provide a nominee within 30 days UGC may proceed with the visit to evaluate the college;
 - (h) All three stake holders, i.e. the University, the State Government and University Grants Commission, have to play a very harmonious and proactive role as facilitators in letter and spirit.
- (7) Autonomous Status:
- (a) Autonomy granted to the colleges/ recognized institutions /university departments/ university institutions is institutional and covers all the courses at diploma (under-graduate and post-graduate), under graduate,

post graduate degree and also certificate courses (under-graduate and post-graduate), which are being run by the institution at the time of conferment of autonomous status.

- (b) All courses introduced by the institution after the conferment of autonomous status shall also automatically come under the purview of autonomy.
- (c) Following the approval of the conferment of the autonomous status to the college, the parent university will issue a notification within 30 days of receipt of the letter of approval from University Grants Commission.
- (d) The University will confer the degrees to the students of the autonomous colleges. However, the certificates of the students will have the name of the college as autonomous college inscribed on the certificate;
- (e) Partial autonomy cannot be granted to any college/ recognized institution/university department/ university institution. Autonomous status is not conferred on permanent basis. It has to be continuously earned by the college/recognized institution/university department/university institution as per the provisions.

75. (1) An autonomous status may be conferred by the University on the college/recognized institution/ university Department / university institution which has a standing of more than ten years and which is permanently affiliated or recognized by the University and satisfies other norms and conditions of autonomy prescribed by the University Grants Commission, the State Government and the University, from time to time. An autonomous status may be conferred by the University with the concurrence of the State Government and the University Grants Commission.

Eligibility.

- (2) All colleges (of any discipline) under Section 2(f) of the University Grants Commission Act, 1956, aided, unaided, partially aided and self-financing are eligible to apply for autonomous status.
- (3) Colleges/ recognized institutions/ university departments/university institutions desirous of having autonomy shall make proper preparation with regard to teaching staff, students, local community etc., as prescribed in the guidelines of the University Grants Commission. Such multi-pronged preparation shall be completed well before the autonomy is sought.
- (4) Other criteria for identification of colleges and recognized institutions for grant of autonomy:
 - (a) The college must have valid NAAC accreditation with a minimum a 'A' Grade or equivalent grade level as per the guidelines issued from time to time, for being considered for fresh induction / extension of autonomous status;
 - (b) In respect of Engineering/Technology/Management Colleges, current NBA accreditation for at least three courses is mandatory;
 - (c) For existing autonomous colleges before they seek extension of autonomous status they must get accredited by NAAC/NBA;