

रायपुर, दिनांक 24 सितम्बर 2007

क्रमांक एफ-9-68/दो/गृह/07.—वन विभाग के वन संरक्षकों के लिये राज्य शासन द्वारा नियत विभागीय परीक्षा, जो दिनांक 25 जुलाई, 2007 को प्रश्न पत्र "सामान्य विधि-प्रश्नपत्र-2" (पुस्तकों सहित) विषय में सम्पन्न हुई थी, में सम्मिलित निम्न परीक्षार्थी को उत्तीर्ण किया जाता है :—

परीक्षा केन्द्र-बिलासपुर

अनु. (1)	परीक्षार्थी का नाम (2)	पदनाम (3)
1.	श्रीमती प्रियंका पाण्डेय	सहायक वन संरक्षक

छत्तीसगढ़ के राज्यपाल के नाम से तथा आदेशानुसार,
संजय पिल्ले, सचिव.

उच्च शिक्षा विभाग
मंत्रालय, दाऊ कल्याण सिंह भवन, रायपुर

रायपुर, दिनांक 29 सितम्बर 2007

क्रमांक-एफ 3-18/2007/38.—डॉ. सी. व्ही. रमन विश्वविद्यालय बिलासपुर के प्रथम परिनियम का छ. ग. निजी विश्वविद्यालय विनियामक आयोग, रायपुर द्वारा छ. ग. निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, 2005 की धारा 26 (5) के तहत अनुमोदन किया गया है. जिसकी अधिसूचना दिनांक 29-09-2007 को जारी की जा रही है. उपरोक्त परिनियम राजपत्र में प्रकाशन के बाद प्रभावशील होंगे.

छत्तीसगढ़ के राज्यपाल के नाम से तथा आदेशानुसार,
जे. मिंज, संयुक्त सचिव.

STATUTE NUMBER 01

SHORT TITLE, SCOPE AND COMMENCEMENT

- (1) The "Statutes" means the **Statutes of Dr. C.V. Raman University**.
- (2) These Statutes shall come into force with effect from the date of the notification in the state Gazette.
- (3) The Statutes are in conjunction with the provisions of the Chhattisgarh Private Universities (Establishment & Operation) Act, 2005 (No.13 of 2005) and the Chhattisgarh Private Universities (Establishment and Operation) Rules,2005. If there be any difference in the provisions of the Act or the Rules and the Statutes, the provisions of the Act or the Rules will prevail.
- (4) Nothing in these Statutes shall be deemed to debar the University from amending the Statutes subsequently according to the provision of Section 27 of the Act, and the amended Statutes, if any shall be applicable with immediate or retrospective or prospective effect, from such a date as prescribed in the notification.

STATUTE NUMBER 02

DEFINITIONS

In these Statutes unless the context otherwise requires;

- (1) "Act" means the "Chhattisgarh Private Universities (Establishment & Operation) Act, 2005"
- (2) All words and expressions used herein and defined in the Act and the Rules shall have the meanings respectively assigned to them in the Act and the Rules.
- (3) "Academic Year" means a period of nearly twelve months, devoted to completion of requirements specified in the scheme and curriculum of the concerned course(s) and apportioned into "terms" as stipulated in the Ordinances.
- (4) "Board of Studies" Means the Board of Studies of the University departments/ faculties.
- (5) "Convocation" means the convocation of the University;
- (6) "Course(s)" means prescribed area(s) or course(s) of study or programme(s) and / or any other component(s) leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the University.
- (7) "Decided by the University / University may decide / Decision of the University" means as decided by the Vice-Chancellor with the approval of the Chancellor.

- (8) "Employee" means any person working on the payroll of the University.
- (9) "Executive Committee" means Executive Committee of the Sponsoring Body.
- (10) "Faculty" means Faculty of the University listed in Statute No 15.
- (11) "Regular Education" means and includes delivering instruction, teaching, learning, education, and related activities directly by the teacher synchronously to students in the classes or otherwise at the campus of the University.
- (12) "Regulation" means regulations of the University.
- (13) "Rules" means the "Chhattisgarh Private Universities (Establishment & Operation) Rules, 2005".
- (14) "Scheme and Curriculum" means and includes nature, duration, pedagogy, syllabus, eligibility and such other related details (by whatever name it may be called) for the concerned course(s) of the University.
- (15) "Seal" means the common seal of the University.
- (16) "Subject" means the basic unit(s) of instruction, teaching, training, research etc., by whatever name it may be called, as prescribed under the scheme and curriculum.
- (17) The terms "he", "him" and "his" include the feminine gender also..

STATUTE NUMBER 03

SEAL OF THE UNIVERSITY

- (1) The University shall have a common seal to be used for the purposes of the University and the design of the seal shall be as decided by the University, subject to further change or amendment as deemed necessary from time to time. The University may also decide to make and use such Flag, Anthem, Insignia, Vehicle Flag and other symbolic or graphic expressions, abbreviations or likewise, for such purposes as deemed necessary from time to time, and which are not of such nature that are not permitted by the State or the Central Government.

STATUTE NUMBER 04

OBJECTS OF THE UNIVERSITY

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

- (1) To collaborate with other Universities, Research Institutions, Government and Non-Government Organisations towards fulfillment of the University objectives.
- (2) To pursue any other objective as may be approved by the State Government based on the recommendations of the Regulatory Commission, from time to time.

STATUTE NUMBER 05

APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE CHANCELLOR

- (1) In accordance with the Act, the Chancellor shall be appointed by the sponsoring body for a period of three years with the prior approval of the Visitor. The Executive Committee of the sponsoring body shall, by simple majority, finalise the name of the Chancellor. The Secretary/President of the Sponsoring Body shall send the name, alongwith biodata of the proposed Chancellor, to the Visitor for approval. After Visitor's approval, the Chancellor shall be appointed by the Sponsoring Body.
- (2) The Chancellor shall exercise powers as specified in Section16 of the Act.
- (3) The Chancellor shall hold office for a period of three years and shall be eligible for reappointment with the approval of the Visitor following the procedure laid down above under clause (1) of this Statute. Provided that the Chancellor shall, not withstanding the expiring his term, continue to hold his office untill either he is reappointed of his successor enters upon his office.
- (4) In case of an emergency like illness, absence or death of the Chancellor, the Vice-Chancellor shall perform his duties till the Chancellor reassumes his office or the new Chancellor is appointed. However this period will not exceed six months.
- (5) It shall be the duty of the Chancellor to ensure that the Act, the Rules, the Statutes, the Ordinances and the Regulations are faithfully observed.
- (6) The Chancellor shall exercise general control over the affairs of the University.
- (7) The Chancellor shall be entitled to receive honorarium, expenses and allowances as may be decided by the Sponsoring Body.
- (8) In a special meeting called for the purpose, the Executive Committee of the Sponsoring Body may consider a "No Confidence Motion" against the Chancellor and, if passed by two third majority, can recommand to the.Visitor for the removal of the Chancellor.
- (9) The Chancellor may by writing under his hand addressed to the Visitor, resign his office.

STATUTE NUMBER 06

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

- (1) The Vice-chancellor shall be appointed by the Visitor as laid down in Section17 of the Act.

- (2) The Vice-chancellor shall hold office for a term of four years according to the provisions of clause (4) of Section 17 of the Act.

Provided that, on the expiry of term, the Vice-Chancellor shall be eligible for reappointment for another term.

Provided further that, in case of an emergency like illness, long absence, resignation or death of a Vice-Chancellor, the Chancellor shall assign the duties of the Vice-Chancellor to a senior Professor of the University. However this period of interim arrangement shall not exceed more than six months.

- (3) In addition to all such powers as described in Section 17 of the Act, the Vice-Chancellor shall also exercise powers prescribed in the different Statutes.
- (4) The Vice-Chancellor shall receive pay and other allowances as decided by the sponsoring body from time to time.
- (5) The Vice-Chancellor shall cause the budget to be made by the Board of Management of the University. He may also decide to delegate his powers to other officers of the University.
- (6) The Vice-Chancellor may by writing under his hand addressed to the Chancellor, resign his office. The Chancellor will forward his resignation to the visitors office with new proposal.

STATUTE NUMBER 07

APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE REGISTRAR

- (1) The Registrar will be a key officer of the University. All contracts shall be signed and all documents and records shall be authenticated by the Registrar on behalf of the University.
- (2) The Registrar shall be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Vice-Chancellor.
- (3) The appointment of the Registrar shall be made by the Governing Body on the recommendation of the selection committee constituted for the purpose. However, the first Registrar shall be appointed by the Sponsoring Body for a period of two years. The subsequent Registrars, other than the first Registrar, shall be appointed by the Governing Body on the recommendation of the Selection Committee constituted for the purpose. The Selection Committee shall consist of :
- (a) Vice-Chancellor - (Chairman)
 - (b) Nominee of the Chancellor

- (c) Nominee of the Regulatory Commission
 - (d) Two expert members approved by the Governing Body
- (4) Selection of Registrar:
- The University will follow the following procedure for the selection of the Registrar:
- (a) The University would invite applications for the post through the process of an advertisement in important News papers of wider circulation.
 - (b) A summary of the candidate applied for the post shall be prepared by the Committee consisting of three Professors of the University approved by the Governing Body for the purpose.
 - (c) The date of meeting of the Selection Committee will be fixed and a notice of this effect shall be given to the members of the Selection Committee atleast 15 days in advance.
 - (d) The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Governing Body.
 - (e) If a suitable candidate is not found in the first advertisement, subsequent advertisements shall be issued.
- (5) When the Office of the Registrar falls vacant or when the Registrar is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Chancellor may appoint for the purpose.
- (6) The Registrar shall receive pay and other allowances as decided by the Governing Body from time to time.
- (7) The age of retirement of Registrar shall be sixty five years.
- (8) Duties and Powers of the Registrar shall be :
- (a) To maintain the records, the common property and any such other property of the University as the Governing Body may decide.
 - (b) To conduct the official correspondences of the Governing Body, Board of Management, Academic Council and any other Body or Committee of which he may be the Secretary.
 - (c) To issue notices conveying the dates of meeting of the university authorities to the members and to make necessary arrangements for the conduction of the meeting, and for other assigned duties by the Board of Management from time to time, he will render desired assistance.

- (d) To provide the copies of the Agenda of the meeting of the Governing Body, Academic Council, Board of Management, and such other Bodies which are formed under the direction of the Chancellor/ Vice-Chancellor, and to record the minutes and send the same to the Vice-Chancellor and Chancellor. He shall also make available all such papers, documents and informations as the Visitor/Chancellor/Vice-Chancellor may desire.
- (e) To discharge all such functions as assigned to him by the Chancellor/ Vice-Chancellor of the University.
- (f) To supervise and control the work of the staff working in different offices/ units of the University, and writing their confidential report.
- (g) To take disciplinary action, whenever needed, against the non-teaching employees of the University as prescribed in the Regulations.

STATUTE NUMBER 08

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

- (1) The Chief Finance and Accounts Officer(CFAO) shall be a key officer of the University responsible for handling accounts and finances of the University.
- (2) The CFAO will be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Vice Chancellor.
- (3) The appointment of the CFAO shall be made by the Chancellor on the recommendation of the selection committee constituted for the purpose. However, the first CFAO shall be appointed by the Chancellor for a period of two years. The subsequent CFAO, other than the first CFAO, shall be appointed by the Chancellor on the recommendation of the Selection Committee constituted for the purpose. The Selection Committee shall consist of :
 - (a) Vice- Chancellor - (Chairman)
 - (b) Nominee of the Chancellor
 - (c) Nominee of the Regulatory Commission
 - (d) Two expert members approved by the Governing Body
- (4) **Selection of CFAO :**

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

 - (a) The University would invite applications for the post through the process of an advertisement in important News papers of wider circulation.

- (b) A summary of the candidate applied for the post shall be prepared by the Committee consisting of three Professors of the University approved by the Governing Body for the purpose.
- (c) The date of meeting of the Selection Committee will be fixed and a notice of this effect shall be given to the members of the Selection Committee atleast 15 days in advance.
- (d) The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Governing Body for its approval.
- (e) If a suitable candidate is not found in the first advertisement, subsequent advertisements shall be issued.
- (5) When the Office of the CFAO falls vacant or when the CFAO is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Chancellor may appoint for the purpose.
- (6) If at any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance of the CFAO is not in the interest of the University, the Vice-chancellor may request the Chancellor, in writing stating the reasons therein, for the removal of the CFAO. The Chancellor shall put up the matter for consideration of the Governing Body whose decision shall be final.
- Provided that before taking such action of the removal, the CFAO shall be given an opportunity of being heard.
- (7) The CFAO shall receive pay and other allowances as decided by the Governing Body from time to time.
- (8) The age of retirement of CFAO shall be sixty five years.
- (9) Duties of the CFAO shall be :
- (a) To manage the Accounts and Funds of the University for maintaining the records properly, and for regularly getting them audited.
- (b) To supervise, control and regulate the working of Accounts and Finance of the University.
- (c) To maintain the financial records and any such other finance related records of the University as the Governing Body may decide.
- (d) To discharge all such functions as assigned by the Chancellor/Vice-Chancellor of the University.

STATUTE NUMBER 09

GOVERNING BODY

- (1) Formation and functioning of the Governing Body shall be as laid down under section 22 of the Act.
- (2) The term of the nominated members of the Governing Body will be of three years.
- (3) Apart from the powers vested in the Governing Body according to the provisions under Section 22 of the Act, the Governing Body of the University shall have the following powers and duties :
 - (i) To make, review and approve, from time to time, the broad policies, plans and procedures and suggest measures for the improvement and development of the University.
 - (ii) To make recommendations on any matter referred to it by the Chantellor.
 - (iii) To make recommendation to the Executive Committee of the Sponsoring Body for the creation of new posts of officers of the University
 - (iv) Such other powers and duties as may be prescribed by the "Executive Committee" of the Sponsoring Body.

STATUTE NUMBER 10

BOARD OF MANAGEMENT

- (1) Formation and Functioning of the Board of Management shall be as laid down under Section 23 of the Act.
- (2) The term of the nominated members of the Board of Management will be of three years.

No member shall be nominated for more than two consecutive terms.
- (3) Powers and Functions of the Board of Management shall be :
 - (i) To prepare financial accounts together with audit report and Annual Report of the University and to place it before the Governing Body for its approval.
 - (ii) To prepare the Annual / Supplimentary Budget of the University and to place it before the Governing Body for its consideration and approval.
 - (iii) To follow the Budget for Expenditure as approved by the Governing body.
 - (iv) To perform any other functions which may be assigned by the Governing Body/ Chairman of the Board of Management / Statutes of the University.
 - (v) To recommend to Governing Body for creating the post of other officers of the university.
 - (vi) To get the approval of the Governing. Body before the implementation of such decisions of the Board of Management which may be having bearing on the finances of the university.

STATUTE NUMBER 11

FORMATION, POWERS, DUTIES AND ACTIONS OF THE ACADEMIC COUNCIL

The Academic Council shall be the principal academic body of the University and shall coordinate and exercise general supervision over the academic policies of the University.

- (1) The Academic Council shall consist of the following members :
 - (i) Vice-Chancellor.(Chairman)
 - (ii) All the Heads of the Departments.
 - (iii) All the Professors of the University Teaching Departments.
 - (iv) Two Professors from State/Central Govt. Universities nominated by the Chancellor.
 - (v) Two representatives from amongst the Scientist/ Educationalist/ Technologist/ Industries nominated by the Chancellor.
- (2) The term of the nominated members of the Academic Council will be of three years.
- (3) The Vice-Chancellor, as the Chairman, shall preside over the meetings of the Academic Council and in his absence any other person nominated by the Chancellor shall preside over the meeting.
- (4) The Registrar shall be the Member-Secretary of the Academic Council and in the absence of the Registrar, any other person authorized by the Vice Chancellor shall act as the Secretary.
- (5) One half of the members the Academic Council including the Chairperson shall form the quorum at a meeting.

Provided that no quorum shall be necessary for adjourned meeting.

Ordinarily twenty one days notice shall be given for all meetings of the Academic Council and agenda papers shall be issued atleast ten days before the date of the meeting.

- (6) Subjected to the provisions of the Act, the Academic Council shall have the following powers, duties and functions; namely,
 - (a) To co-opt as members, persons having special knowledge or experience in the subject matter of any particular business which may come before the Council for consideration. The members so co-opted shall have all the rights of the members of the council in regard to the transaction of the business in relation to which they may be co-opted.

- (b) To promote research and, related activities in the University.
- (c) To make recommendations to the Governing Body on the proposals received from the different Faculties of the University for the conferment of degrees, honorary degrees or any such other distinction or honor of the University.
- (d) To exercise general supervision over the academic policies of the University and to give directions regarding methods of instruction, teaching and evaluation of research or improvements in academic standards.
- (e) To consider matters of general academic interest either on its own initiative or on a reference made by a faculty or the Board of Management or the Governing Body, and to take appropriate action thereon.
- (f) To make proposals, to the Governing Body for allocating departments to the faculties.
- (g) To make proposal to the Governing Body for the institution of fellowship, scholarships, studentship, exhibition medals and prizes and to make rules for their award.
- (h) To recognize persons of eminence in their subject to be associated as research guide in that subject, as prescribed in the ordinance.
- (i) To formulate, modify or revise schemes for the organisation and assignment of subjects to the Faculties, and to report to Governing Body as to the expediency of abolition, reconstitution or division of any Faculty of the university.
- (j) To recognise diplomas and degree of other Universities and institutions and to determine their equivalence.
- (k) To make special arrangements, if any, for the teaching of women students and for prescribing for them special courses of study.
- (l) To consider academics related proposals submitted by the Faculties/ Departments of the University.
- (m) To approve the syllabus of different courses/subject submitted by the Faculties/ Departments and to arrange for the conduct of examinations according to the Ordinances made for the purpose.
- (n) To award stipends, scholarship, medals and prizes, and to make awards in accordance with the Ordinances and such other conditions as may be attached to the award.
- (o) To publish syllabi of various courses of study and lists of prescribed or recommended text books for different subjects.
- (p) To appoint committee for admission of students in different Faculties of the University.

- (q) To recommend to the Governing Body the rates of remuneration and allowances for the Examination work.
- (r) To delegate such of its powers to the Chairman, as it may deem fit.
- (s) To report or to make recommendations on any matter referred to it by the Chancellor or the Governing Body, as the case may be.
- (t) To exercise such other powers and perform such other duties as may be prescribed from time to time.

STATUTE NUMBER 12

FINANCE COMMITTEE

- (1) The Finance Committee shall consist of the following persons, namely :-
- | | | | |
|-------|-------------------------------------------------------------------------|---|------------------|
| (i) | The Chancellor or his nominee | : | Chairman |
| (ii) | The Vice-Chancellor | : | Member |
| (iii) | The Registrar | : | Member |
| (iv) | Two members of the Governing Body to be nominated by the Governing Body | : | Member |
| (v) | One person to be nominated by the Sponsoring Body | : | Member |
| (vi) | Chief Finance and Accounts Officer | : | Member Secretary |
- (2) The tenure of the members of the Finance Committee, other than ex-officio members, shall be of three years.
- (3) The Finance Committee shall meet at least twice in each academic year. A notice for the meeting of the Finance Committee shall be given so as to reach the Committee members at least fifteen days in advance of the meeting.
- (4) Four members of the Finance Committee, including Chairman, shall constitute the quorum at the meetings.
- (5) Functions and powers of the Finance Committee shall be as follows:
- (i) The Finance Committee shall consider the annual estimates of income and expenditure of the University prepared by the Board of Management and shall put up to the Governing Body for its consideration and approval.
 - (ii) The Finance Committee shall consider the annual accounts of the University prepared by the Board of Management and its recommendation thereon along with the annual budget, and shall put it up to the Governing Body for its consideration and approval.
 - (iii) The Finance Committee may make its recommendations to the Governing Body to accept bequests, and donations of property to the University on such terms as it deems proper.

- (iv) The Finance Committee may recommend mechanisms and ways and means to generate resources for the University.
- (v) The Finance Committee may consider any other matter referred to it by the Governing Body and make its recommendations thereon.
- (vi) The Finance Committee shall advise the University on any question affecting its finances.
- (vii) The Finance Committee shall be responsible for the observance of Regulations relating to the maintenance of accounts of the income and expenditure of the University.

STATUTE NUMBER 13

OTHER OFFICERS OF THE UNIVERSITY

The following shall be the other Officers of the University :

(1) Controller of Examination:

- (a) Controller of Examination will be an officer of the university and shall be appointed by the Vice Chancellor from amongst the Teachers of the University.
- (b) When the office of the Controller of Examination is vacant or when the Controller of Examination is, by reason of illness or absence for any other cause, unable to perform the duties of the office, the duties of the office shall be performed by such person as the Vice Chancellor may appoint for the purpose.
- (c) The Controller of Examination shall control the conduct of Examinations and all other arrangements necessary therefor and execution of all processes connected therewith.

(2) Librarian :

The Librarian shall be a full time salaried officer of the University, and his appointment will be made following the procedure as laid down through the clause (3) to (9) of Statute No.(18) for the teachers.

The powers and responsibilities of the Controller of the Examination and Librarian shall be as specified in the Regulations.

STATUTE NUMBER 14

FACULTIES

- (1) The University shall include the following faculties :
 - (i) Faculty of Commerce(including Commercial/Business Management)
 - (ii) Faculty of Education (including Physical Education)
 - (iii) Faculty of Engineering & Technology

- (iv) Faculty of Science (including Home Science, Allied science)
- (v) Faculty of Information Technology

Such other faculties as may be approved by the state government shall be added from time to time.

- (2) Each Faculty shall have such Departments as may be assigned to it by the Academic Council.

STATUTE NUMBER 15

CONSTITUTION OF FACULTIES

Each Faculty shall consist of following members, namely:

- (a) The Dean of the Faculty who shall be the Chairman;
- (b) The Heads of Departments of Studies in the Faculty;
- (c) All Professors in the Faculty;
- (c) One Reader and one Lecturer, by rotation according to seniority, from each Department in the Faculty;

STATUTE NUMBER 16

DEANS OF FACULTIES

There shall be a Dean for each Faculty; a Professor within the faculty shall, by rotation according to seniority, act as the Dean of the Faculty for a period of three years,

Provided that :-

- (1) If there is no Professor, a Reader, by rotation according to seniority, shall act as Dean.
- (2) The Dean shall be the Chairman of the Faculty and shall be responsible for the observance of the Statutes, the Ordinances and the Regulations relating to the Faculty.
- (3) The Dean shall be responsible for overall supervision and control of the organisation and the conduct of teaching and research work in the Departments.
- (4) The dean shall exercise such other powers and perform such other functions and duties as may be assigned to him by the Governing Body or the Vice-Chancellor.

- (5) Professor or Reader shall have the option to resign the Deanship at any time during his tenure and also decline the offer of appointment in his turn as Dean of the Faculty.

STATUTE NUMBER 17

POWERS OF THE FACULTIES

- (i) The Faculty shall have such powers and shall perform such duties as may be assigned to them by these Statutes and the Ordinances and shall, from time to time, appoint such and so many Boards of Studies in different branches of knowledge as may be prescribed by the Ordinances.
- (ii) The Faculties shall also consider and make such recommendations to the Academic Council on any question pertaining to their respective spheres of work as may appear to them necessary or on any matter referred to them by the Academic Council.

STATUTE NUMBER 18

APPOINTMENT OF TEACHERS OF THE UNIVERSITY

- (1) For the teaching positions in the University, namely the professors, Readers and Lecturers, the Board of Management may recommend to the Governing Body for filing up the vacancies available in different departments of the University.
- (2) The Governing Body shall assess the recommendations of the Board of Management and approve filing up of teaching vacancies through an open advertisement and selection process from time to time.
- (3) Teaching positions (Professors, Readers and Lecturers) shall be advertised in the National Daily News Papers of wide circulation, clearly mentioning the essential qualifications and pay scale for each advertised post as per norms prescribed by the University Grants Commission (UGC) or any other concerned Regulatory Body.
- (4) A Screening Committee consisting of three members, appointed by the Vice-Chancellor shall screen all the applications and prepare a summary of all the candidates satisfying the essential qualifications and to be called for the interview. Also a list of candidates rejected and not to be called for the interview shall be made separately giving reasons for the rejection.
- (5) Summary of all the screened applications shall be made available to the Selection Committee at the time of interview.

- (6) The Selection Committee shall consist of the following members;
- (i) The Vice-Chancellor : Chairman
 - (ii) One observer, not connected with the University in any manner, to be nominated by the Chairman of the Regulatory Commission.
 - (iii) Three subject experts nominated by the Vice-Chancellor from a panel of experts approved by the Regulatory Commission.
If the approval of the panel of experts, submitted by the University, is not received from the Regulatory Commissions within fifteen days from the date of submission of the panel by the University, the Vice-Chancellor will nominate three subject experts from the submitted panel list.
- (7) The Selection Committee shall recommend to the Governing Body the names, arranged in order of merit, if any, of the persons whom it considers suitable for the posts.
- Provided that no recommendation shall be made unless at least two subject experts and the Observer under clause (6) mentioned above, are present in the Selection Committee meeting.
- (8) After the approval of appointments, as recommended by the Selection Committee, by the Governing Body, appointment letters will be issued by the Registrar.
- (9) In addition to full-time teachers, the Board of Management / Chancellor may also decide to engage for a fixed period, part-time, contractual and / or assignment based positions, either through direct recruitment or out-sourcing. The terms and conditions (such as honorarium, TA/DA, conveyance charges etc) of such engagements will be decided by the Governing Body of the University, from time to time.

STATUTE NUMBER 19

STANDING COMMITTEE

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

The Vice Chancellor can invite additional members to the standing committee as and when required.

- (2) The Registrar shall act as Secretary of the Standing Committee.
- (3) Meeting of the Standing Committee shall be convened as and when required under the directions of the Vice-Chancellor.
One-half of the members of the Standing Committee shall constitute the quorum.
- (4) Notice for the meeting of the Standing Committee along with the agenda will be served to the member atleast 3 days in advance of the meeting. However, an emergency meeting of the Standing Committee can be called by the Vice-Chancellor, as and when required, with one hour notice.

STATUTES NUMBER 20

BOARD AND COMMITTEES

The Governing Body, The board of Management, The Academic Council of any Faculty may appoint boards or committees consisting of members of the authority making such appointment and such other persons (if any as that authority in each case may think fit) and any such board or committee may deal with any subject assigned to it subject to subsequent confirmation by the authority which appointed it.

STATUTE NUMBER 21

DELEGATION OF POWERS

- (1) The Governing Body, the Board of Management and the Academic Council can delegate any power vested in them by a resolution passed in a meeting.
- (2) All Authorities other than in (1) above can delegate any power vested in them with the approval of Governing Body.
- (3) The Chancellor and the Vice-Chancellor can delegate the powers vested in them, except approval of appointments of employees (Teaching & Non-teaching) and terminations of their services; such delegation, shall be reported to the Governing Body.
- (4) Officers, other than Chancellor and Vice-Chancellor can delegate the powers vested in them with the approval of the Vice-Chancellor.

STATUTE NUMBER 22

BOARD OF EXAMINATION

- (1) The Board of Examination of each department shall consist of the following members :
 - (i) Head of the Department - Chairman.
 - (ii) Two senior most teachers of the Department (other than the head of the department).

The quorum of the Board will be two members.

- (2) Board of Examination of the department shall recommend to the Controller of Examination the names of examination paper setters, moderators and examiners of different subjects. The Controller of the Examination shall get it approved by the Vice-Chancellor who will have the right to add or delete names in the proposed list.

STATUTE NUMBER 23

BOARD OF STUDIES

- (1) There shall be a Board of Studies for each department comprising of:
 - (i) All the teachers of the concerned department.
 - (ii) Two members to be nominated and co-opted by the department, from outside the University, from academia /Industries.
- (2) The Head of the Department shall be the Chairman of the Board of Studies.
- (3) The term of the Co-opted members of the Board of Studies shall be three years.
- (4) The Vice Chancellor can constitute a Board of Studies for the subjects to be started by the university as and when required.
- (5) Detailed syllabus of the different courses of the department shall be prepared by the Board of Studies and be submitted to the Academic Council for its approval and publication.
- (6) Contents of the syllabus shall be revised and updated by the Board of Studies from time to time, and be submitted to the Academic Council for its approval.
- (7) Board of Studies meeting shall be arranged atleast Once in a year.

STATUTE NUMBER 24

PROVISION REGARDING FEE TO BE CHARGED FROM THE STUDENTS

- (1) All the Courses in the University will be run on self finance mode. The following types of fees may be charged from the students :
 - (i) Prospectus / Registration form
 - (ii) Admission fees (where applicable)
 - (iii) Tuition fees for the course
 - (iv) Examination fees
 - (v) Library fees
 - (vi) Development / amalgamated fund

(vii) Laboratory fees

(viii) Caution money

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

- (2) In addition, fees for duplicate marksheets, revaluation, issuance of degree and such others examinations or result related fee may be charged from the students, as prescribed by the ordinance.
- (3) The components of fee may vary from course to course and shall be decided by the Board of Management for each course.
- (4) The fees for the courses which need approval of the regulatory bodies like AICTE/ NCTE/MCI etc; shall be in conformity with those proposed by the concerned Regulatory Bodies.
- (5) The fee structure of various courses and provision of exemption from tuition fee will be decided by the Board of Management from time to time and will be made available to the students along with the prospectus for the concerning session.
- (6) The tuition fees for the various courses will be defined in their respective Ordinances.

STATUTE NUMBER 25

CONVOCATION

- (1) A Convocation for the award of the Degrees, Diplomas and other Distinction of the University shall normally be held annually in the Main Campus of the University or at such other places as approved by the Governing Body.
- (2) The Academic Council shall frame Regulations relating to the format of the Degree and Diploma, Documents, Certificates and Citations, their text, issuance of these documents in absentia, duplicate degree and procedure for holding Convocation.

STATUTE NUMBER 26

CONFERMENT OF HONORARY DEGREES AND ACADEMIC DISTINCTIONS

- (1) (a) Proposal for conferring an Honorary Degree or Academic Distinction to some distinguished personality shall be made in writing, alongwith the Bio-data of the proposed recipient, by a Faculty to the Chairman of the Academic Council.

- (b) On receipt of the proposal, a special meeting of the Academic Council will be called to consider the proposal.
- (c) At such special meeting of the Academic Council, the Vice-Chancellor shall call upon the members to indicate their opinion on the proposal. If the proposal is passed by the Academic Council, it will be placed to the Governing Body for the approval.
- (d) Every proposal for conferment of an Honorary Degree or Academic Distinction shall be made separately and considered in respect of a proposed recipient.

STATUTE NUMBER 27

STUDENTS COUNCIL

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

STATUTE NUMBER 28

CATAGORIES OF THE NON-TEACHING EMPLOYEES

- (1) The following types of non-teaching employees will be employed by the University
 - (i) Premanent/ Probationary employee
 - (ii) Contractual employee
 - (iii) Casual employee
- (2) Permanent employee means an employee who is appointed against a clear vacancy. The probationary period for such employees will be of two years.
- (3) Contractual employee means an employee who is appointed on contract for a specified period.
- (4) Casual employee means an employee who is engaged on the basis of a Muster Roll.
- (5) The terms of service conditions of all the above three categories of employees and arbitration procedures shall be as prescribed by the Regulations.

STATUTE NUMBER 29

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

- (1) The Board of Management may accept donations for creation of endowment fund for the award of Fellowship, Scholarship, Stipend, Medals and Prizes of the recurring nature.
- (2) The Board of Management shall administer of all the endowments.
- (3) The award shall be made out of the Annual Income accruing from the endowment. Any part of the income which is not so utilised shall be added to the endowment.
- (4) (a) The Board of Management shall prescribe the conditions of depositing the endowment in a nationalised Bank.
(b) The value of endowment necessary for instituting an award shall be prescribed by the Board of Management.
- (5) No endowment shall be accepted in contravention of the award, and effect shall be given to the wishes of the donor as far as possible.
- (6) In case any endowment is accepted by the Board of Management, the Board shall make a Regulation for it, giving such details as the name of the donor, name of endowment, initial value and the purpose of the endowment, etc.
- (7) Approval of awardees of fellowships, scholarships, medals and prizes as per the specific regulation(s)/ ordinance(s) belonging to the specific endowment will be given by the Board of Management.

STATUTE NUMBER 30

ADMISSION OF STUDENTS

- (1) Admission to various courses shall be governed as prescribed in the ordinances framed for the concerned subjects.
- (2) The University may conduct its own entrance test, if necessary, or may utilize the list of results of such examination/ test conducted by different State/ National Professional Bodies.

STAUTE NUMBER 31

NUMBER OF SEATS IN DIFFERENT COURSES/ SUBJECTS

- (1) The number of seats in different courses/ subjects shall be as per norms specified by the Regulatory Bodies such as UGC/ AICTE/ NCETE/ MCI/ BCI etc.

- (2) The University will inform the Regulatory Commission about the number of seats allocated in each course/ subject.
- (3) The Regulatory Commission may cause inspection to ensure that there is adequate infrastructure, modern technologies, Online facility, Internet mode of teaching, standard of teaching etc; available in the University for running the courses according to the number of seats allocated. In case some deficiency is found during the inspection, the Regulatory Commission will inform the University to make up for the deficiencies within some specified period and to submit a compliance report with regard to suggestions/ observations made by the Inspection team.

STATUTE NUMBER 32

ANNUAL REPORT

- (1) The Annual Report of the University shall be prepared by the Board of Management.
- (2) The Report shall be placed for approval to the Governing Body.
- (3) A copy of the Annual Report shall be presented to the Visitor and to the Regulatory Commission.

STATUTE NUMBER 33

“OFF-CAMPUS CENTRE(S)” AND “STUDY CENTRE(S)”

- (1) The definition of “Off-Campus centre(s)” and “Study Centre(s)” would be as given in the Act.
- (2) For creation of “Off-Campus centre(s)” and “Study Centre(s)”, University shall follow the guidelines given in the “UGC(Establishment of and Maintenance of Standards in Private Universities) Regulations, 2003”.
- (3) The guidelines for monitoring and control of “Off-Campus centre(s)” and “Study Centre(s)” will be worked out by the Board of Management of the University, and shall be detailed in the Ordinances made for the purpose.
- (4) Any amendment made from time to time in the UGC Regulation for the Private Universities shall be applicable.

STATUTE NUMBER 34

ACTION AGAINST TEACHERS

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

- (2) Based on the Fact Finding Committee/ Inquiry Committee report; the Vice-Chancellor may decide the course of action depending on the severity of the misconduct. However for taking actions to the extent of suspension or termination of services of the teacher concerned, the Vice-Chancellor shall report the matter to the Governing Body whose decision shall be final.
- (3) An appeal against any action taken by the Vice-Chancellor can be made to the Chancellor within 30 days from the date of receiving the communication of the action taken.

STATUTE NUMBER 35

ACTION AGAINST NON-TEACHING EMPLOYEE

- (1) Where there is an allegation of misconduct against a non-teaching employee, the Registrar shall constitute a Fact Finding Committee and if necessary, based on the findings of the Committee, may institute an Inquiring Committee for the purpose.
- (2) Based on the Fact Finding/ Inquiry Committee report, the Registrar may decide course of action depending on the severity of the misconduct. However for taking actions to the extent of suspension or termination of the services of the non-teaching employee concerned, the Registrar shall report the matter to the Vice-Chancellor whose decision shall be final.
- (3) An appeal against any action taken by the Registrar can be made to the Vice-Chancellor within 30 days from the date of receiving the communication of the action taken.

STATUTE NUMBER 36

RESIGNATION

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

STATUTE NUMBER 37

RESIDUAL PROVISION

In case of any dispute/ difference of interpretation of provisions made in the Statutes, the decision of the Visitor shall be final.