

Lokbharati University for Rural Innovation

First Statutes

August 2022

(Updated on November 9, 2023)

(As per the OW no. ISC-7/યુનિ/2022-2023/3489 from ઉચ્ચ શિક્ષણ કમિશ્નરની કચેરી)

Index

Genesis, Achievements, Motto, Vision & Mission

Statues	Particulars	Page
Chapter-1		
Authorities of the University		
	Definitions	
S.1	Preliminary	
S.2	Governing Body	
S.3	Board of Management	
S.4	Academic Council	
S.5	Board of Studies	
S.6	Finance Committee	
S.7	Human Resource Committee	
S.8	Advisory Board for Rural Innovation	
Chapter-2		
Officers of the University		
S.9	President	
S.10	Vice President	
S.11	Provost	
S.12	Vice-Provost	
S.13	Registrar	
S.14	Controller of Examination	
S.15	Chief Finance and Accounts Officer	
S.16	Manner and terms and conditions of appointment of other officers and teachers and their powers and functions	
S.17	The terms and conditions of the other employees of the University	
S.18	Procedure for arbitration in cases of dispute between employees or students of the University	
Chapter-3		
Conferment of Degrees		
S.19	Conferment of Degrees	
S.20	Conferment of the Honorary Degrees	
S.21	Withdrawal of Degree or Diploma	
Chapter-4		
Admission		
S.22	Framing policies for admissions, including regulation of reservation of the seats and fellowships to the students	
S.23	The provisions regarding exemption from the payment of tuition fees and awarding scholarships	
S.24	Fees to be charged from students	
Chapter-5		
Miscellaneous		
S.25	Resource Generation	
S.26	Annual Accounts and Financial Estimates	
S.27	Regulations	
S.28	Winding Up of University	

Genesis, Achievements, Motto, Vision & Mission

Lokbharati is the first ever Gram Vidyapith (Rural Higher Education Institute) of the country! Its genesis dates back to 1910 when Shri Nanabhai Bhatt, a devout Gandhian and freedom fighter realized education as the only means to emancipate the poorest section of the society and started a hostel in Bhavnagar. Then in 1937, he founded the first post-basic school (Lokshala based on the folk-schools of Denmark) on the principles of Gandhiji's Nai Talim (*Kelavani* of head, hand and heart!) in a small village, Ambala (35 Km from Bhavnagar). Then he and his visionary colleagues such as Shri Manubhai Pancholi, Shri Moolshankar Bhatt, and Shri Natvarlal Buch conceptualized and started an institute for imparting rural higher education i.e., Lokbharati at the lap of nature in Sanosara (10 km from Ambala) on May 28, 1952 (Buddh Purnima). The foundation stone was laid by Shree Kakasaheb Kalelkar, a famous Gandhian and an educationist.

Lokbharati is based on the ***Sarvodaya*** principles of truth and non-violence and it is an example of how basic and higher education can contribute towards solving rural problems. Basic education has to spread even to the lowest rungs of society, and this can instil a sense of equality and equity among people. With this as the foundation, *Lokbharati* imparts practical knowledge to its students which is suitable to the Indian psyche and culture, as well as useful to the society at large. *Shri Nanabhai* said, "partial form of knowledge is burdensome and knowledge without character is futile and destructive." Therefore, he felt that it was important for students to stay on the campus of *Lokbharati* to acquire values like cooperation, acceptance, respect, tolerance, wisdom, to name a few. The present education, has led to an almost dichotomous partition between the "*classes*" and "*the masses*", thereby weakening the foundation of the society. Unless correlated education is given to the vast majority of rural Indians, real democracy cannot exist. The current system of education, the British legacy, makes students literate individuals rather than well-informed educated humble human beings. The remedy for this social evil is to make hostel life – living together - the centre of our education. In hostel, students learn to live and work together in harmony, doing useful productive work on campus. Thus, whatever knowledge and skills the student acquires is in the context of a close rapport with life, society and nature.

Lokbharati is managed by Lokbharati Gramvidyapith Trust – Sanosara (Trust registration no E-133 / Bhavnagar).

Achievements:

1. 68 Years of Experience in Rural Higher Education and Upskilling Rural Girls
2. International Legacy of Agricultural Research through which LOK-1 variety of Wheat was invented that is contributing to the farmers' income of the country
3. Earn Grade 'A' from NAAC
4. 100% placement of students since 1953
5. Application of UN's Sustainable Goals
6. Nai Talim's Solid Foundation of Implementing National Education Policy – 2020
7. Lokbharati contributed immensely in rehabilitation of the displaced communities during the building of Sardar Sarovar Dam wherein Govt. appreciated how students and teachers of Lokbharati worked as a compassionate mediator between the local communities and the Govt.
8. On campus Krishi Vigyan Kendra (a Central Govt. Body), Community Science Center (GUJCOST's Resource Center for all the CSCs of the State), State of the Art Library with more than 60,000+ books, Gaushala, Nursery to name a few
9. A residential institute wherein 500 students and 80 staff members live on the same campus and celebrate community living.
10. A lush green campus spread across 165 acres with five ponds and a river flowing from a mountain range of 10 km.

Based on the strong foundation of ***Nai Talim***, the university aims at diversifying its approach and method of serving the underprivileged masses. The big Idea is to initiate ***Education 4.0*** for the right kind of community-service on a global scale.

Motto:

विद्यां च अविद्यां च यस्तद् वेदोभयं सह ।
अविद्यया मृत्युं तीर्त्वा विद्ययाऽमृतमश्नुते ॥

As explained in the above shloka from *Ishopanishada*, "*Avidya*" endows a person the knowledge and skills of carrying out responsibilities, social customs and duties in life and thereby helping one earn livelihood. With such skilful strength, a journey from birth to death is believed to be accomplished.

Whereas "*Vidya*" quenches an eternal thirst of having the ultimate spiritual knowledge and satisfaction as equal to immortality. Hence, the visionary dream of Lokbharati is to worship the comprehensive study of both "*Avidya*" (skills required to survive and thrive in the external world) and "*Vidya*" (understanding and values required to attain inner peace).

Vision:

To enhance the quality of life in the Rurban areas through holistic education, research and innovation.

Mission:

- Create a learning environment conducive to research, innovation and well-being
- Develop Rural Youth's knowledge, skills and attitudes as innovators and facilitators for Grassroot Entrepreneurship
- Increase Girl Child Education
- Empower Women through Vocational Training, especially rural
- Extend Affordable Technologies to Rural Areas
- Contribute towards Sustainability of Nature
- Expand innovative activities to the good of the society
- Generate glocal workforce
- Solve real-life problems of common people

*

In exercise of the powers conferred under section 26 of (Guj. Pvt. Uni. Act No 8 of 2009), the Governing Body of the university hereby makes the following statutes of the Lokbharati University for Rural Innovation.

Chapter-1

S.1 Preliminary

S.1.1 Short Titles, Scope and Commencement

- 1) The “**Statutes**” means the Statutes of Lokbharati University for Rural Innovation.
- 2) The Statutes shall come into force with effect from the date of the notification in the Official Gazette.
- 3) The Statutes are pursuant to the provisions of the Gujarat Private Universities Act 2009. In case of any changes in provisions of the act or the rules or the statutes, the provisions of the Act or Rules made under the Act shall prevail.
- 4) Nothing in these Statutes shall be deemed to bar the University from amending the Statutes subsequently according to the provisions of Section 27 of the Act and the amended statutes, if any, shall be applicable with immediate or prospective effect from such date prescribed in the notification.
- 5) The first Statutes have been framed under Section 26 of the Gujarat Private Universities Act, 2009 by the Governing Body.

S.1.2 Definitions:

“**Act**” means Gujarat Private University Act, 2009; amended 2022

S.1.3 “Academic Staff” shall include Professor, Adjunct Professor, Associate Professor/ Reader, Assistant Professor/ Lecturer, Teaching Assistant, Vocational Instructor/Innovator, Clock-Hour-Basis Faculties, Demonstrator, Librarian, and other academic posts as may be decided by the Board of Management;

S.1.4 “Administrative Staff” means all employees excluding those defined as Teaching Staff and Technical Staff; it includes the Heads of the units such as Registrar, Chief Finance and Accounts Officer, Controller of Examinations and all those working for the administration of the University;

S.1.5 “Board of Management” means the Board of Management of the University;

S.1.6 “Clause” means a clause of the statutes in which that expression occurs;

S.1.7 “Contractors and Consultants” means any third party involved in construction, maintenance, repair, renovation of infrastructure, assets, gadgets, network etc. and providers of services for the specific time and tasks;

S.1.8 “Governing Body” means the Governing Body of the University;

S.1.9 “Government” means the Government of Gujarat.

S.1.10 “Head of the Department” means Head of the Department under a School of Studies in the University as appointed as per the Statutes.

S.1.11 “Higher Education” means the level of study of a curriculum or course beyond 10+2 level.

S.1.12 "Hostel" means a place of residence for the students of the University or its Colleges, Institutions or Centres maintained or recognized to be as such by the University.

S.1.13 "Off Campus" Centre means a centre established by the University outside the main campus operated and maintained as its constituent unit having the University's facilities, faculty and staff;

S.1.14 "Prescribed" means prescribed by the rules, regulations, statutes made under the Act;

S.1.15 "Regulatory Body" means a body established by the Central Government for laying down the norms and conditions for ensuring academic standards of higher education such as UGC, AICTE, NCTE, ACI, MCI, etc.;

S.1.16 "Regulations" means regulations made by authorities of the University under Section 30;

S.1.17 "Rules" means the rules framed by the university;

S.1.18 "Schedule" means the Schedule appended to the Act.

S.1.19 "Section" means a section of the Act;

S.1.20 "Seal of the University" means the University shall have a common seal to be used for the purposes of the University. The design of the seal shall be as decided by the University subject to further change or modification as deemed necessary from time to time. The University may also decide to make and use such Flag, Anthem, Insignia, Mace, Medal, Vehicle Flag and other symbolic or graphic expressions, abbreviation or likewise for such purposes as deemed necessary from time to time and which are permitted by the State Government on the recommendation of Governing Body of University.

S.1.21 "School" means a school of studies with disciplinary/interdisciplinary/multidisciplinary focus.

S.1.22 "Sponsoring Body" means in relation of Lokbharati University for Rural Innovation, Lok Bharti Gram Vidyapith – Sanosara, Dist. Bhavnagar a public trust registered in the Registration Office at Rajkot Public Trust Office in accordance with Bombay Clause 29 Public Trust Act of 1950 – Bombay. Its head office is at Sanosara, Ta. Sihor, Dist. Bhavnagar, Gujarat.

S.1.23 "Statutes and Ordinances" means the Statutes and the Ordinances of Lokbharati University for Rural Innovation.

S.1.24 "Student" means any person enrolled in the University for pursuing any course of study for a short-term course, certificate, diploma, degree, research and post research degree or other academic distinction part/full-time duly instituted by the University;

S.1.25 "Technical Staff" means the staff with technical capabilities and/or competence employed to lead or support the process of skill inculcation through laboratories, workshops, media units, etc. of the University;

S.1.26 "UGC" means the University Grant Commission established under Section-4 of the University Grants Commission Act, 1956

S.1.27 "University" means Lokbharati University for Rural Innovation.

S.1.28 "Logo of the University"



S.1.29 "Flag of the University"

S.1.30 "Objective of the University"

Words and expressions used but not defined in these Statutes shall have the meanings assigned to them in the Act.

	The following shall be the authorities of the University		U/S 19 of the Act
	a)	The Governing Body	
	b)	The Board of Management	
	c)	The Academic Council	
	d)	Such other authorities as may be declared by Subsequent Statutes	
S.2	The Governing Body		U/S 20 of the Act
	Constitution of the Governing Body		
	S.2.1	The Governing Body of the University shall consist of the following members, namely: <ol style="list-style-type: none"> 1. The President ; 2. The Provost; 3. Vice Provost; 4. Four persons to be nominated by the sponsoring body out of whom two shall be eminent educationists; 5. Two Directors of the constituent schools or centres of the University, by rotation, to be nominated by the Provost; 6. One expert of Management or Information Technology from outside the University to be nominated by the Governing Body; 	U/S 20-1 of the Act

		7. Three experts representing other disciplines such as finance, legal, social sector to be nominated by the Governing Body; 8. One eminent industrialist to be nominated by the Governing Body; and 9. Secretary to the Government of Gujarat, Higher and Technical Education or his/her representative not below the rank of Deputy Secretary to Government or the Deputy Commissioner - <i>ex-officio</i> .	
	S.2.2	The President shall be the Chairperson of the Governing Body	
	S.2.3	The Registrar shall be the Member Secretary of the Governing Body and shall be responsible for circulation of agenda, minutes and keeping all records of the meetings.	
	S.2.4	1. Save as otherwise provided in this section, the term of nominated members of the Body shall be three years from the date of nomination. 2. An ex-officio member shall continue to be the member so long as one holds the office by virtue of which one is such a member. 3. As nearly as one third of the nominated members, except the ex-officio member shall retire by rotation every three year. 4. A member may be re-nominated for the next term. 5. A member may resign the office by writing under his hand, addressed to the Chairperson, but shall continue in office until his/her resignation has been accepted by the Chairperson	
	S.2.5	The Governing Body shall be the supreme authority of the University. All the movable and immovable properties of the University shall vest in the Governing Body.	
	S.2.6	The Governing Body shall have the following powers and functions: 1. To provide general superintendence and directions and to control the functioning of the University by using all such powers as are provided by the Act, Statutes, Ordinances, Regulations and Rules; 2. To review the decisions of other authorities of the University and ensure conformity with the provisions of the Act or the Statutes, Ordinances, Regulations or Rules made thereunder; 3. To approve the budget and annual report of the University; 4. To lay down the policies to be followed by the University; 5. To take up, deliberate and take decisions on all the matters pertaining to the growth and development	

		<p>of university towards the fulfilment of the objectives of the University;</p> <ol style="list-style-type: none"> 6. To establish off-campus centres or other units for research and instruction as in the opinion of the Board of Management for the furtherance of its objects; 7. To institute new programmes of study at the university; 8. To collaborate or associate with, advise, administer, control, develop and maintain any educational institution with like or similar objects; 9. To receive grants, subventions, subscriptions, endowments, donations, gifts, bequeaths for the purpose of the University and consistent with the object for which the University is established and to enter into any agreement with Central Government, State Government, the University Grants Commission or other authorities or bodies for receiving any grants; 10. To prepare the first statutes and get it submitted to the State Government for its approval; 11. To recommend to the sponsoring body about the voluntary liquidation of the University; 12. To exercise such other powers as may be prescribed by the Statutes from time to time. 	
	S.2.7	<ol style="list-style-type: none"> 1. Meetings of the Governing Body shall be held in the University Premises unless the President otherwise directs; 2. The President, or in one's absence the Provost/Pro Provost, or in the absence of two, a member unanimously nominated from among the members shall be the Chairperson of that meeting only; 3. The decisions shall be taken by the Chairperson, based on consensus. However, if required, the Chairperson may take decision based on majority; 4. A special meeting of the Governing Body may be requisitioned by a member/s if agreed upon by the President to consider a proposal. The Registrar shall give notice of 10 days for such a meeting, forwarding agenda to the members along with the names of the members who has/have requisitioned the meeting; 5. The President shall have the right to invite eminent persons in the Governing Body's meetings as per the requirements of the University. 	

	S.2.8	The Governing Body shall meet maximum two times in a Calendar Year.	
	S.2.9	Minimum four members shall form quorum for a meeting of the Governing Body. In case of non-quorum, after 30 minutes, the meeting shall be conducted.	
S.3	Board of Management		
	Constitution of Board of Management		U/S 21 of the Act
	S.3.1	<p>The Board of Management, constituted by the Governing Body of the University shall consist of the following members, namely:</p> <ol style="list-style-type: none"> 1. The President; 2. The Provost; 3. Vice Provost; 4. Two members of the Governing Body, to be nominated by the Sponsoring Body; 5. Two persons, who are not the members of the governing Body, to be nominated by the Sponsoring Body; 6. Three persons from amongst the faculty members of the University, to be nominated by the Sponsoring Body; and 7. One faculty member, to be nominated by the President; 8. The President/Provost shall have the right to invite eminent person/s to the meetings of Board of Management as per the requirements of the University. 	U/S 21-1 of the Act
	S.3.2	<p>The President shall be the Chairperson of the Board of Management.</p> <p>Provided that President may at one's discretion, nominate any other member of the Governing Body to be the Chairperson of the Board of Management.</p>	U/S 21-2 of the Act
	S.3.3	The Registrar shall be the Member Secretary of the Board of Management and shall be responsible for circulation of agenda, minutes and keeping all records of the meetings.	
	S.3.4	<ol style="list-style-type: none"> 1. Save as otherwise provided in this section, the term of members nominated to the Board shall be three years from the date of nomination except for the faculty members whose term shall be of two years after which on rotation new members shall be nominated. The President may repeat a faculty member even after one's term gets over. 2. About one fourth of the nominated members, shall retire by rotation every three year. 3. A member may be re-nominated for the next term. 	

		<p>4. A member may resign his/her office by writing under his hand, addressed to the Chairperson, but shall continue in office until his/her resignation has been accepted by the Chairperson.</p> <p>5. The President shall appoint a National Education Policy Expert to be the member of the Board of Management.</p>	
	S.3.5	The Board of Management shall meet at twice once in a year.	
	S.3.6	Minimum four members shall form quorum for a meeting of the Board of Management. In case of non-quorum, after 30 minutes, the meeting shall be conducted.	U/S 21-5 of the Act
	Powers, Duties and Functions of Board of Management		
	S.3.7	<p>The powers and functions of the Board of Management shall be as under:</p> <ol style="list-style-type: none"> 1. The Board of Management shall be responsible for overall execution of policies, plans and activities of the University. 2. To take decisions for the administration of any necessary matter occurring at the University and to make regulations thereof; 3. The decisions shall be taken by the Chairperson, based on consensus. In case of difference of the opinion amongst the members of the Governing Body with regard to any matter, the decision of the President shall remain binding to all. 4. To consider, review and approve the Ordinances other than the First Ordinances as recommended by the Academic Council. 5. To consider and approve Regulations submitted by Authorities of the University which have been authorized by Board of Management to do so. 6. To make recommendations about the policies and other such matters to the Governing Body. 7. To get prepared and endorse, annual accounts and annual report, budgets, financial projections, etc. and put to Governing Body for further approval. 8. To consider the creation of posts for different categories of employees and to appoint them and recommend to Governing Body for further approval. 9. To make provision for instituting and conferring degrees, honorary degrees, diplomas, certificates and other academic distinctions. 10. To consider, review and make provision(s) for instruction, teaching and training in various 	

		<p>branches of learning and course of study as may be recommended by the Academic Council and for the advancement of research and innovation; dissemination of knowledge.</p> <p>11. To create teaching and other academic posts and to define the functions and conditions of service of the professors, associate professors/readers, assistant professors/lecturers, instructors, innovators, demonstrators, teachers and the academic staff employed by the University after taking into consideration the recommendations of the Academic Council;</p> <p>12. To prescribe qualifications and other conditions of eligibility for teachers, other academic and administrative staff after taking into account the recommendations of the Academic Council;</p> <p>13. To make appointments to temporary/contractual vacancies of any academic staff and specify the manner of appointment of the same;</p> <p>14. To provide for the appointment of visiting professors, scholars, scientists, technocrats, experts, artistes, innovators, and writers and determine the terms and conditions of such appointment;</p> <p>15. To formulate appropriate policies regarding service conditions of officers and other employees of the University and for smooth running of the University;</p> <p>16. To consider, review, and approve the creation of administrative, ministerial and other necessary posts and to appoint them after taking approval of the Governing Body;</p> <p>17. To consider, review and approve proposals for promoting undergraduate, post graduate, teaching, research, innovation and extension of education, distance education, online learning, setting of new campuses, constituent colleges etc. on the recommendations of Academic Council, Schools, Departments, Centers, Academic Advisory Boards, Boards of studies, Academic Committees etc.;</p> <p>18. To manage and regulate the finances, accounts, investments and properties of the University and all other affairs of the University and to appoint such agents as may be considered fit by it;</p> <p>19. To generate income from different resources as defined under section 37 of the Act and create endowment funds;</p>	
--	--	--	--

		<p>20. To invest any money belonging to the University, including any unapplied income, in such stocks, funds, shares or securities as it thinks fit or in the purchase of immovable property in India with the like power of varying such investment from time to time provided that no action under this clause shall be taken without consulting the Governing Body;</p> <p>21. To generate income and resources, create endowment funds through various sources including fees and other charges as per Ordinances formulated from time to time;</p> <p>22. To transfer or accept transfers of any immovable or movable property on behalf of the University;</p> <p>23. To provide for accepting, clearing, holding and disposal of the properties on behalf of the University;</p> <p>24. To provide, establish, manage and maintain buildings, centers, hostels, libraries, laboratories, research institutions, equipment and other facilities necessary for furtherance of the objectives of the University;</p> <p>25. To regulate and enforce discipline amongst the employees and students in accordance with the Act, Statutes and the Ordinances;</p> <p>26. To entertain, adjudicate upon or redress the grievances of the employees and the students of the University who may, for any reason, feel aggrieved;</p> <p>27. To fix the remuneration payable to examiners and invigilators and traveling and other allowances payable after consulting the Finance Committee;</p> <p>28. To select a common seal for the University and to provide for the use of such seal;</p> <p>29. To delegate any of its powers to the Provost, and on the recommendations of the Provost to any other Officer, employee or authority of the University or to a Committee appointed by it;</p> <p>30. To appoint Committees to carry out its administrative work and define their constitution, functions and tenures;</p> <p>31. To institute fellowships, scholarships, medals, awards, prizes, free studentships and other rewards;</p>	
--	--	--	--

		<p>32. To consider, review and recommend and approve Ordinances or Regulations submitted by different Committees, Bodies, and Councils of the University subject to the provision of Act, Statutes, Ordinances, Regulations and other provisions;</p> <p>33. To draft and formulate appropriate Manuals to govern various service conditions of officers and other employees of the University and for day to day running and administering of the affairs of the University, if necessary, by appointing committees for the drafting and updating of the Manuals from time to time; and</p> <p>34. To exercise such other powers and perform such other functions as may be conferred or imposed upon it by the Act or the Statutes, as may be necessary for carrying out for the purpose of the Act and as delegated by the Governing Body.</p>	
	S.3.8	<p>1. Meetings of the Board of Management shall be held in the University Premises unless the President otherwise directs;</p> <p>2. In absence of the Chairperson, Provost/Vice Provost, or in the absence of them, a member unanimously nominated from among the members shall be the Chairperson of that meeting only;</p> <p>3. The decisions shall be taken by the Chairperson, based on consensus. However, if required, the Chairperson may take decision based on majority;</p> <p>4. The Chancellor shall have the right to invite eminent person/s in the Board of Management as per the requirements of the University.</p>	
S.4	Academic Council		U/S 22 of the Act
	Constitution of the Academic Council		U/S 22-1 of the Act
	S.4.1	<p>The Academic Council, constituted by the Governing Body of the University shall consist of the following members, namely:</p> <ol style="list-style-type: none"> 1. The Provost of the University, (ex-officio) shall be the Chairperson of the Academic Council; 2. The Vice-Provost 3. All Directors of the University (<i>ex-officio</i>); Heads of the Departments involved in Academic and Research activities; 	

		<ol style="list-style-type: none"> 4. One teacher from amongst each of the School of the University to be nominated by the Provost; 5. Three eminent academicians and three eminent professionals outside the University to be nominated by the Governing Body; 6. One member from the Governing Body to be nominated by the President; 7. One member from the Board of Management to be nominated by the President; 8. Chairperson of all Board of Studies (ex-officio); and 9. Directors of all Schools (ex-officio); 10. The Provost shall have the right to invite eminent persons to the meetings of Academic Council as per the requirements of University. 	
	S.4.2	The Registrar shall be the Member Secretary of the Academic Council and be responsible for circulation of agenda, minutes and keeping all records of the meetings.	
	S.4.3	The term of office of the members of the Academic Council other than Ex-Officio members shall be of three years.	
	S.4.4	<p>Disqualification</p> <p>A person shall be disqualified for being a member of any of the authorities or bodies of the University, if one -</p> <ol style="list-style-type: none"> 1. is of unsound mind and stands so declared by a competent court; 2. is an un-discharged insolvent; 3. has been convicted of any offence involving moral turpitude; 4. has been punished for indulging in or promoting unfair practice in the conduct of any examination, in any form, anywhere. 	U/S 23(1) of the Act
	Powers, Duties and Functions of the Academic Council		
	S.4.4	<p>The following shall be the powers, duties and functions of the Academic Council:</p> <ol style="list-style-type: none"> 1. The academic council shall be the principal academic body of the University and shall, subject to the provisions of the Act, the Statutes, the Ordinances and the rules made thereunder, co-ordinate and exercise general supervision over the academic policies of the University; 2. To play a proactive role in the development and implementation of academic programmes; 	

		<ol style="list-style-type: none"> 3. To recommend to the Board of Management introduction of new academic programmes and/ or modifications in existing programmes; and to recommend to the Board of Management such Ordinances as are consistent with the provisions of the Act and the statutes regarding the academic functioning of the University including discipline of students; 4. To be responsible for adhering to the norms of UGC, State Government and statutory bodies as deemed necessary to run academic programmes; 5. To be responsible for the formulation, maintenance and improvement of standards of pedagogy, education, evaluation, research, consulting and extension and other academic activities of the University; 6. To consider matters of academic nature either on its own initiative or on a reference from the various bodies of the University or any academic institution or department or faculty member of the University and to take appropriate action thereon; 7. To consider and approve the decisions taken by the Boards and Councils of the university; 8. To prescribe and review syllabus, curricula and methodology of teaching and evaluation including electronic, online and distance learning and provide for flexibility and innovation in the delivery system of education, either on its own initiative or on the recommendations of the Board of Studies, Departments, etc.; 9. To advise on all academic matters and feasibility of new academic Programmes, etc. to the Board of Management and Governing Body; 10. To foster and promote research and innovation in different disciplines of the University; 11. To exercise such other powers and perform such other duties as may be conferred or assigned upon it by the Ordinances or by the Governing Body or Board of Management; 12. To maintain linkages and collaborate with educational or other institutions in any part of the world having objects wholly or partially similar to those of the University, through exchange of students, researchers, faculty and staff; 13. To make subsequent ordinances other than the first ordinance and submit the same to Board of Management for further approval; 	
--	--	---	--

		14. To exercise such other powers, duties and perform functions as may be delegated by the Governing Body and/or Board of Management;	
	S.4.5	The Academic Council shall ordinarily meet two times in a year and at other times when convened by Provost;	
	S.4.6	The Provost shall be the Chairperson of the meetings of Academic Council. In absence of the Provost, Vice-Provost or a member unanimously nominated by the present members of the Academic council, shall preside over the meeting.;	
	S.4.7	One third of the members shall form the quorum for the meeting. Usually, the decisions shall be taken unanimously; however, if required, the decisions shall be taken by majority. In case of non-quorum, after 30 minutes, the meeting shall be conducted.	
S.5	Board of Studies		U/S 19 (d) of the Act
	Constitution of Board of Studies		
	S.5.1	<p>The composition of the Board of the Studies for the Department shall be as under:</p> <ol style="list-style-type: none"> 1. Head of the Department 2. All Professors of the Department 3. Fifty percent of the Associate Professors in the Department by rotation on the basis of seniority. 4. Twenty Five percent of the Assistant Professors in the Department by rotation basis on seniority. 5. Two experts, to be nominated by Provost. 6. Two faculties for interdisciplinary integration from other departments nominated by VC/PVC 7. The Chairperson shall nominate a Secretary of the Board from its members. 	
	S.5.2	The term of the office members of the Board of Studies other than that of ex-officio members shall be three years. Provided that any member, other than ex-officio member, shall cease to be a member of the Board of Studies if one remains absent for more than two consecutive meetings of the Board of Studies without leave of absence from the Chairperson concerned.	
	S.5.3	The Chairperson shall call a meeting of the Board of Studies concerned whenever required:	

		<ol style="list-style-type: none"> 1. The Provost may call a joint meeting of two or more Boards of Studies for inter-disciplinary spirit in education, research and innovation; 2. At a meeting of the Board of Studies one third of the total number of members shall form the quorum, and all decisions of the Board shall be by a majority of votes; 3. The Convener shall have a second or casting vote in case the votes are equally divided. It shall be the duty of the chairperson to forward within a week to the Provost and the Faculty concerned all decisions and recommendations of the Board. 	
	S.5.4	The Board shall meet at least twice in an academic year.	
	S.5.5	<p>Powers, Duties and Functions of Board of Studies: Each Board shall exercise and perform the following powers, duties and functions, namely:</p> <ol style="list-style-type: none"> 1. Recommend courses of studies, curricular, detailed syllabi and reading for various courses; 2. Recommend books prescribed as textbooks or books for study; 3. Recommend books and journals for reading and to draw up list of essential books required for the library; 4. Make recommendations for publication of books by the University; 5. Prepare lists of apparatus and equipment required for all laboratories; 6. Make recommendations about pedagogy and evaluation procedures for the subjects concerned; 7. Suggest measures for periodical assessment of Learning Outcomes in the subject; 8. Suggest measures for the improvement of the quality of the teaching, research and innovation; 9. Act as consultative body in regard to all concerns referred to it by the School and the Academic Council; 10. Carry out other functions and duties as required by the Board of Management, the Academic Council or the School; 11. Appoint a committee, consisting of five members including the Chairperson, which shall recommend to the Provost a panel of names for appointment as Paper Setters, examiners and Exam Coordinators; and 12. The Board of Studies shall make any changes, if any; in the syllabus well before the 	

		commencement of the academic year/semester/term to which the syllabus concerned pertains;	
S.6	Finance Committee		U/S 19 (d) of the Act
	Constitution of Finance Committee		
	S.6.1	<p>The Finance Committee, constituted by the Governing Body of the University shall consist of the following members, namely:</p> <ol style="list-style-type: none"> 1. The Provost, (ex-officio) who shall be the Chairperson of the Committee; 2. Vice Provost as ex-officio 3. One member of the Governing Body to be nominated by the Chancellor; 4. One Director, by rotation to be nominated by the Provost; 5. One expert in the field of finance to be nominated by the Governing Body; 6. The Registrar shall be the Secretary of the Committee. 7. The Chief F&A/c. officer shall be the member Secretary. 	
	S.6.2	The term of office of the members other than the <i>ex officio</i> Members shall be three years.	
	S.6.3	<p>The following shall be the powers, duties and functions of the Finance Committee:</p> <ol style="list-style-type: none"> 1. To examine and control the flow of income and expenditure for the activities of the university; 2. To examine the annual account and annual budget estimates of the University and to advise the Board of Management thereon; 3. To review from time to time the financial position of the University; 4. To make recommendations to the Board of Management, on all financial policy matters of the University; 5. To make recommendations to the Board of Management all proposals involving raising funds, receipts and expenditure; 6. To provide guidelines for investment of surplus funds; 7. To make recommendations to the Board of Management on all proposals involving expenditure for which no provision has been made in the budget or for which expenditure in excess of 	

		<p>the amount provided in the budget needs to be incurred;</p> <p>8. To examine all provisions relating to the revision of pay scales, upgradation of the scales and those items which are not included in the budget;</p> <p>9. To recommend fee structure and periodic revisions thereon; and</p> <p>10. To exercise such other powers and perform such other functions as may be conferred or imposed upon it by regulations.</p>	
S.7	Human Resource Committee		U/S 19 (d) of the Act
	S.7.1	There shall be a Human Resource Committee, based on the need, constituted by Provost to look into Human Resource affairs of the University.	
	S.7.2	The constitution, functionality, and other such aspects shall be as prescribed by the Board of from time to time.	
S.8	Advisory Board for Rural Innovation		U/S 19 (d) of the Act
	S.8.1	<p>There shall be an Advisory Board for Rural Innovation with following members:</p> <ol style="list-style-type: none"> 1. Provost 2. Vice Provost 3. Directors of All Schools 4. Heads of the Departments 5. Two Faculties nominated by Director 6. Two Faculties nominated by Provost 7. Two Invited Members from Other Universities/Research Institutes/NGOs and other non-formal sectors 8. Four Progressive Farmers, Rural Innovators, Scientists, and Industry Representatives nominated by a Committee of all Directors of the Schools 	
	S.8.2	<p>The Board shall be responsible for:</p> <ol style="list-style-type: none"> 1. Carrying out needs analysis surveys of rural problems; 2. Designing and suggesting research projects and consultancy work; 3. Reviewing research & innovation activities 4. Preparing and recommending a pool of distinguished persons from outside the University for guiding the research work; 5. Helping to Generate fund for the research projects; 	

		6. Facilitating how the original rural innovation can be translated into patent filing; and 7. Any other work deemed necessary for promoting rural innovation.	
Chapter-2			
Officers of the University			
S.9	President		
	S.9.1	Appointment and Powers: 1. The chairman of the sponsoring body shall be the President of the University; 2. The tenure of the President shall be of three years on the completion of which he shall be eligible for reappointment;	U/S 14-1(3) of the Act
	S.9.2	1. The President shall be the head of the University and Chairman of the Governing Body and shall, when present, preside at the meetings of the Governing Body and Convocations of the University for conferring degrees, diplomas or other academic distinctions. 2. The President shall appoint the first provost for a period of one year or until a regular Provost is appointed, whichever is earlier. 3. For the purpose of appointing a Provost, the President shall appoint a search committee consisting of,- (i) an eminent professional to be nominated by the Board of Management; (ii) an eminent educationist to be nominated by the Board of Management; and (iii) one member of the Board of Management to be nominated by the President.	
	S.9.3	1. The President shall have the right to cause an inspection to be made by such person or persons as he may direct, of the University, its buildings, laboratories, libraries, museums, workshops and equipment, of any institution or hostel maintained or recognised by the University, of the teaching and other work conducted by the University, and of the conduct of examinations held by the University; and to cause an inquiry to be made in respect of any matter connected with the University. The President shall in every case give notice to the	

		<p>University of his intention to cause an inspection or inquiry to be made and the University shall be entitled to be represented thereat.</p> <ol style="list-style-type: none"> 2. The President shall communicate to the Governing Body and the Board of Management his views with reference to the results of such an inspection or inquiry and shall, after ascertaining the opinion of the Governing Body and the Board of Management, advise the University on the action to be taken. 3. The Board of Management shall report to the President such action, if any, as it has take or may propose to take up on the results of the inspection or inquiry. Such report shall be submitted with the opinion of the Governing Body thereon and within such time as the President may direct. 4. When the Board of Management does not within a reasonable time take action to the satisfaction of the President, the President may, after considering an explanation furnished or representation made by the Board of Management, issue such directions as he may think fit and the Board of Management shall comply with such directions. 	
	S.9.4	<ol style="list-style-type: none"> 1. During the leave or absence of the Provost, or in the event of a permanent vacancy in the office of the Provost, until an appointment is made, one of the Deans nominated by the President shall carry on the current duties of the Provost. 2. The President shall be <i>ex-officio</i> member of the Governing Body and the Board of management. 3. The President shall fix the dates for the meeting of the Governing Body. 4. The President shall fix the dates for the meeting of the Board of Management. 5. Every Statute passed by the Governing Body shall be submitted to the President who may give or withhold his assent thereto or refer it back to the Governing Body for consideration. 6. No statute passed by the Governing Body shall have validity until assented by the President. 7. If no less than two-thirds of the members of the Governing Body recommend that an honorary degree, or other academic distinction" be conferred on any person on the ground that he is in their opinion by reason of eminent position and attainments a fit and proper person to 	

		<p>receive such a degree or other academic distinction and where their recommendation is supported by a majority of not less than two-thirds of the members of the Governing Body present at a meeting of the Governing Body, such majority comprising not less than one-half of the members of the Governing Body, and the recommendation is confirmed by the President, the Governing Body may confer on such person the honorary degree or other academic distinction so recommended without requiring him to undergo any examination.</p> <p>8. The President, on the recommendation of the Governing Body and the Board of Management, supported by a majority of not less than two-thirds of the members of each body present at its meeting, such majority comprising of not less than one-half of the members of each body, may remove-the name of any person from the register of degrees if he has been convicted by a court of law of any offense which in the opinion of the Governing Body and, the Board of Management, is a serious offense involving moral turpitude or if he has been guilty of scandalous conduct.</p> <p>9. The President may, on representation made or otherwise and after making such inquiry as may be necessary and is of the opinion that the continuance of the Provost is not in the interests of the University, by an order in writing stating the reasons therein, direct the Provost to relinquish his office from the date specified in the order. Provided that before taking an action under this sub-section, the Provost shall be given an opportunity of being heard. However, under any circumstances, the decision of the President shall be final.</p>	
S.10	The Vice-President		U/S 13(e) of the Act
	S.10.1	<p>Appointment and term of office:</p> <p>1. The Vice-President shall be appointed by the Governing Body from among the members of the Governing Body on the recommendation of the President.</p> <p>2. The Vice-President shall hold the office for a term of three years. However, after expiry of the term of three years, s/he shall be eligible for reappointment for another term of three years.</p>	

		3. In absence of the President or on the order of the President, Vice President shall function as the President of the University.	
	S.10.2	The following shall be the powers and functions of the Vice-President: <ol style="list-style-type: none"> 1. The Vice-President shall carry out all the instructions given to him/her by the President. 2. The Provost shall be responsible to the President who shall mainly maintain the co-ordination between the University and the Sponsoring Body and shall also exercise such powers and functions as assigned by the Governing body. 3. If the President by reason of illness, absence or any other cause is unable to perform the duties of the office, the Vice-President shall have all the powers of the President and shall perform all the duties of the President. 4. However, the Vice- President shall report to the President all such actions taken in the absence of the President at the earliest which should not exceed one week. 	
S.11	The Provost		
	S.11.1	Appointment and Powers: <ol style="list-style-type: none"> 1. The Provost shall be appointed by the Governing Body out of the panel of three persons recommended by the Search Committee consisting of the following members, and shall, subject to the provisions of sub-Section (6), hold office for a term of three years:- <ol style="list-style-type: none"> (i) an eminent professional to be nominated by the Board of Management; (ii) an eminent educationalist to be nominated by the Board of Management; and (iii) one member of the Board of Management to be nominated by the President: 2. After expiry of the term of three years, a person shall be eligible for reappointment for another term of three years. 3. Provost shall continue to hold the office even after expiry of his term till new Provost takes charge of the office, but in any case this period shall not exceed one year. 	U/S 15 of the Act

		4. The President may appoint first Provost for a period of one year or until the regular Provost is appointed, whichever is earlier.	
	S.11.2	<p>1. Where, in the opinion of the Provost it is necessary to take immediate action on any matter for which powers are conferred on any other authority by or under this Act, he may take such action as he deems necessary and shall at the earliest opportunity thereafter report his action to such officer or authority as would have in the ordinary course dealt with the matter:</p> <p>(a) Provided that if in the opinion of the concerned officer or authority such action should not have been taken by the Provost then such case shall be referred to the President, whose decision thereon shall be final:</p> <p>(b) Provided further that where any such action taken by the Provost affects any person in the service of the University, such person shall be entitled to prefer, within three months from the date on which such action is communicated to him, an appeal to the Board of Management and it may confirm or modify or reverse the action taken by the Provost.</p> <p>(c) Where, in the opinion of the Provost, decision of any authority of the University is not within the powers conferred by this Act or the Statutes, the Ordinances the Regulations or the rules or is likely to be prejudicial to the interests of the University, he shall request the concerned authority to revise its decision within fifteen days from the date of its decision and in case the authority refuses to revise such decision wholly or partly or fails to take any decision within fifteen days, then such matter shall be referred to the President and his decision thereon shall be final.</p> <p>(d) The Provost shall exercise such powers and perform such Functions as may be prescribed by the Statutes or the Ordinances.</p> <p>(e) The President may, on representation made or otherwise and after making such inquiry as may be necessary and is of the opinion that the continuance of the Provost in office is not in the interests of the University, by an order in writing stating the reasons therein, direct the</p>	

		<p>Provost to relinquish his office from the date specified in the order:</p> <p>(f) Provided that before taking an action under this sub-section, the Provost shall be given an opportunity of being heard.</p> <p>2. The Provost shall have power to convene meetings of the Governing Body, the Board of Management, the Academic Council and such other authorities of the University of which he is the chairman. He may. delegate this power to any other officer of the University.</p> <p>3. It shall be the duty of the Provost to ensure that this Act, the Statutes, Ordinances, Regulations and Rules are faithfully observed and he shall have all powers necessary for this purpose.</p> <p>4. In any emergency which, in the opinion of the Provost, requires that immediate action should be taken, he shall take such action as he deems necessary and shall at the earliest opportunity (thereafter furnish information regarding his action! to such officer, authority or body as would have in the ordinary course dealt with the matter.</p> <p>5. When action taken by the Provost under this sub-section affects any person in the service of the University such person shall be entitled to prefer an appeal through the said officer, authority or body to the Board of Management within one month from the date on which such action is communicated to him.</p> <p>6. The Provost shall give effect to the orders of the Board of Management regarding appointment, dismissal, suspension and punishment of the persons in the service of the University or teachers of the University or regarding the recognition or withdrawal of the recognition of any such teacher and shall exercise general control over the affairs of the University. He shall be responsible for the discipline of the University in accordance with this Act, the Statutes and Ordinances.</p> <p>Subject to the provisions contained in sub-Section (4) and-Notwithstanding anything contained in sub-Section (5) where the provost after making such inquiry as he deems fit is of opinion that the execution of any order or resolution of an</p>	
--	--	--	--

		<p>authority specified in or declared under Section 15, or the doing of anything which, is about to be done or is being done by or on behalf of the University-</p> <p>(i) is inconsistent with the provisions of this Act or of any statute, ordinance rule or regulation, or</p> <p>(ii) is not in the interest of the University, or</p> <p>(iii) is likely to lead breach of peace, he may forward a copy of the order or resolution or, as the case may be, refer the doing of the thing, with a statement of reasons, to the authority which made the order or passed the resolution or proposes to do the thing for reconsideration by that authority as to whether the said order or resolution may not be rescinded, or revised or modified in the manner stated by him, or the doing of the thing be refrained from.</p> <p>7. Where the authority after reconsideration revises or modifies the order or the resolution in the manner stated by the Provost, then notwithstanding anything contained in clause (4) such revised or modified order or resolution shall revive from the date of such revision or modification.</p> <p>8. Where the authority revises or modifies the order or resolution in such manner as is inconsistent with the manner stated by the Provost, the Provost shall refer the matter to the President for his decision.</p> <p>9. The President may, on such reference, being made, revise or modify the order or resolution or direct that the order or resolution shall continue to be in force with or without modification permanently or for such period as it may specify:</p> <p>10. Provided that the order or resolution shall not be revised or modified-or continued by the President without giving the concerned authority a reasonable opportunity of showing the cause against the order.</p> <p>11. The order, resolution or, as the case may be, the doing of thing, shall remain In abeyance from the date of the action of the Provost of forwarding the copy of order or resolution or of making reference</p>	
--	--	---	--

		under clause (1) till the date of the order of the President under clause (4), 12. The Provost shall exercise such other powers as may be prescribed by the Statutes, Ordinances and Regulations.	
S.12	Vice Provost		U/S 18(1) of the Act
	S.12.1	The appointment of the Vice Provost may be made by the President who may consult Governing Body and the Provost. Qualification: 1. Basic: PhD and Minimum 5 Years of Academic Experience 2. Preferrable: Experience in Training and Extension Activities 3. Must-Have: Innovative Mindset	
	S.12.2	The duties of the Pro Provost shall be as follows: 1. To assist the Provost in day-to-day functioning of the University; 2. To be a part of all the meetings of Board of Management and Academic Council; 3. To look after teaching-learning processes and provide guidance to Directors/heads/faculties for quality enhancement; 4. To ensure the academic quality at every level; 5. To guide the university in realizing its vision through excellence in research and innovation; 6. To collaborate with institutes and organizations for research and innovation across the world; 7. To initiate and formalize industry-tie-ups for innovative projects and practices; 8. To train faculties; 9. To develop incubators for innovative start-up and patenting; 10. To guide schools to design curricula, syllabi, course-contents and pedagogy; and 11. To prepare a long-term and short-term action plans for the activities related to research and innovation and submit to the Governing Body and Board of Management.	
S.13	Registrar		U/S 16 of the Act
	S.13.1	The appointment of the Registrar shall be made by the Chairperson of the Sponsoring Body of the University in such manner as may be prescribed by the Statues.	U/S 16 (1) of the Act

S.13.2	<p>The Registrar shall be appointed by the Chancellor of the Governing body on the recommendations of a Selection Committee constituted for the purpose and consisting of:</p> <ol style="list-style-type: none"> 1. The Provost (Chairperson) 2. One Member nominated by Chairperson, Sponsoring Body 3. Three experts nominated by the President 4. One person nominated by the Governing Body from amongst the Members <p>The conditions of Service including probation, age limit, leaves, etc of the Registrar shall be as may be prescribed by the Board of Management from time to time.</p> <p>The qualification, pay scale and other emoluments attached to the post shall be as prescribed by Board of Management and shall not be less than the norms prescribed by the UGC from time to time.</p>	
S.13.3	<p>The Registrar shall be the head of the University office and shall have, subject to the approval of the Provost, the power:</p> <ol style="list-style-type: none"> 1. to fix and define the functions of the members of the staff in the University office from time to time, 2. to take appropriate action for the efficient working of the University office, subject to the approval of the Provost; 3. to supervise day to day work of the staff of the University Office and to enforce discipline consonance with the conduct and discipline rules of the University 	
S.13.5	<p>The duties of the Registrar shall be as follows:</p> <ol style="list-style-type: none"> 1. To be the custodian of the Common Seal, buildings, gardens, records, library and such other property/ assets of the University; 2. To act as Member Secretary to the Governing Body, the Board of Management, the Academic Council, the Committee of Selection for appointment of Teachers, Technical and Administrative Staff of the University and to such other Boards or Committees as may be appointed from time to time and to keep minutes thereof; 3. To plan and execute CPD activities; 	

		<ol style="list-style-type: none"> 4. To conduct the official correspondence of the Board of Management and the Governing Body; 5. To issue notices convening meeting of the University Authorities, Boards and Committee and to make all arrangements thereof; 6. To sign contracts, MoUs, offers and agreements on behalf of the University under direction of the Board of Management; 7. To be responsible for conduct of all legal matters and proceedings on behalf of the University; 8. To place before the Board of Management and other authorities of the University, all such information as may be necessary for transactions of his/her responsibilities; 9. To maintain discipline in the University; 10. To build systems of administration and services of the University and conduct the examinations and make all other arrangements necessary thereof and be responsible for the execution of all processes connected therewith; 11. To perform other duties as may be assigned to him/ her under the Act, Statutes, Ordinances or Regulations or as may be delegated to him/her by the Chancellor, Board of Management or the Provost and Pro-Provost; and 12. When the office of the Registrar is vacant or where the Registrar is by reason of illness, absence or any other cause unable to perform the duties of the office, the duties of the office shall be performed by such person appointed by the Provost. 	
S.14	Controller of Examination		U/S 18(1) of the Act
	S.14.1	<p>The appointment of the Controller of Examination shall be made by the Governing Body of the University in such manner as may be prescribed by the Statues.</p> <p>For whatever reasons, if the Controller of Examination leaves suddenly, the Provost may appoint in-charge Controller of Examination directly and that person shall carry out all the functions of a Controller of Examination till the regular appointment is made.</p>	
	S.14.2	<p>The Controller of Examination shall be appointed by the Chancellor of the Governing body on the recommendations of a Selection Committee constituted for the purpose and consisting of:</p> <ol style="list-style-type: none"> 1. The Provost (Chairperson) 	

		2. One Member nominated by Chairperson, Sponsoring Body 3. Three experts nominated by the President 4. One person nominated by the Governing Body from amongst the Members	
	S.14.3	The qualification, pay scale and other emoluments attached to the post shall be as prescribed by Board of Management and shall not be less than the norms prescribed by the UGC from time to time.	
	S.14.4	The conditions of Service including probation, age limit, leaves, etc of the Controller shall be as may be prescribed by the Board of Management from time to time.	
	S.14.5	The duties of the Controller of Examination shall be as follows: <ol style="list-style-type: none"> 1. be responsible for the preparation of the programmes and the conduct of University Examinations at different centres as may be fixed by the Board of Management and it shall be his/her duty to make arrangements connected with the printing of the question papers for the University Examinations. 2. be in charge of preparation and publication of results of the University examinations. 3. undertake such projects regarding research and reforms in Examinations as may be approved by the Academic Council and Board of Management. 4. be the custodian of all the question papers, mark- sheets and all other confidential records connected with Examinations. 5. carry out such duties regarding examinations as may be assigned to him by the Board of Management and/or the Provost. 6. shall also make all necessary arrangements regarding the convocation and the award of Degrees, Diplomas, medals and prizes etc. 7. shall constitute and manage different kinds of committees required for the effective and smooth examinations. 	
S.15	Chief Finance and Accounts Officer		U/S 17 of the Act
	S.15.1	The Chief Finance and Accounts Officer shall be appointed by the Chairperson of the Governing body on	

		the recommendations of a Selection Committee constituted for the purpose and consisting of: <ol style="list-style-type: none"> 1. The Provost, Ex-officio, (Chairperson) 2. Three experts nominated by the Chancellor 3. One person nominated by the Governing Body from its members 	
	S.15.2	Three members of whom two must be experts nominated by the Chancellor shall constitute a quorum.	
	S.15.3	The qualification, pay scale and other emoluments attached to the post shall be as prescribed by Board of Management which shall not be less than UGC norms.	
	S.15.4	The conditions of Service including probation, age limit, leaves, etc of the Chief Finance and Accounts Officer shall be as may be prescribed by the Board of Management from time to time.	
	S.15.5	<p>The duties of the chief finance and account officer shall be as follows:</p> <p>Subject to the control of the Provost and the Board of Management, the Chief Finance and Accounts Officer shall-</p> <ol style="list-style-type: none"> 1. To prepare annual accounts and get it audited; 2. To prepare budget for the next accounting year and to monitor its utilization; 3. To maintain day to day accounts and to ensure proper maintenance of books of accounts and other records like the income and expenditure accounts and the balance sheets; 4. To take action in any matter relating to Fund raising and fund utilization for the University; 5. To take action in all accounting and financial matters of university; 6. To ensure the maintenance of records of assets of university, buildings, land, equipment and machinery etc.; 7. Exercise general supervision over the funds of the University and advise it as regards its financial policies; 8. Hold and manage the properties and investments of the University and immovable properties, for fulfilling any of the objectives of the University, 9. See that the limits fixed by the Finance Committee for recurring and nonrecurring expenditure for a 	

		<p>year is not exceeded; and the money is spent for the purposes for which it was granted or allotted;</p> <p>10. Be responsible for the preparation of the annual accounts and the budget of the University and for their presentation to the Board of Management after they have been considered by the Finance Committee,</p> <p>11. Keep a constant watch on the cash and bank balances and investments;</p> <p>12. Watch the progress of collection of revenue and advise on the methods of collection employed;</p> <p>13. Ensure that stock checking is conducted of the equipment and other material in the offices and branches of the University including colleges and the institutions maintained by the University;</p> <p>14. Bring to the notice of the Registrar and Provost any unauthorized expenditure or any other financial irregularity and suggest appropriate action against person at fault; and</p> <p>15. Call from any office of the University, including departments, centers and institutions maintained by the University, any information or report that he may consider necessary for the performance of his functions.</p> <p>16. Perform such other financial functions as may be assigned to him by the Board of Management or as may be prescribed by the Statutes or the Ordinances.</p>	
S.16	Manner and terms and conditions of appointment of other officers and teachers and their powers and functions		U/S 26(1) (d) of the Act
	S.16.1	<p>Director:</p> <p>1. A Director is the academic and executive head of a School of studies.</p> <p>2. The Director shall be appointed by the Provost from among the professors of the University for a period of three years and s/he shall be eligible for reappointment provided that, there is no other professor in a department. In such case, the Provost, or a senior most faculty authorized by the Provost, shall exercise the powers of the Director of the concerned School of Studies.</p> <p>3. The Director shall be responsible for conducting and maintaining of the standards of teaching, research and innovation in the school of studies.</p> <p>4. The Director shall be responsible for preparing and submitting the annual budget for research and</p>	

		<p>other activities like conferences, seminars, workshops, etc., of the school.</p> <ol style="list-style-type: none"> 5. The Director shall submit a semester wise progress report of all the activities to the Pro-Provost including clear recommendation of actions to be initiated for continuous improvement in 1) academics, 2) research and innovation. 6. Create and manage exhaustive data base of all the activities of the school. 7. Design and conduct in consultation and coordination with Provost, need based continuing education programmes for the benefit of in-service employees of Govt, and Private Sector of different organizations and industries. 8. Identify potential research collaborations with industries and other organization for collaborative research and facilitate collaborative research projects from departments and centers of university. 9. The Director shall perform such other functions as may be prescribed by the Ordinances. <p>Head:</p> <ol style="list-style-type: none"> 10. A Head is the academic and executive head of a Department; 11. The reporting authority of the Head is the Director of the respective school; 12. The Head shall prepare Departmental Academic Calendar; 13. The Head shall be responsible for designing syllabi, curricular activities, assessment and other activities in tandem with National Education Policy – 2020. 14. The Head shall be responsible for conducting and maintaining of the standards of teaching, research and innovation in the Department; 15. When the office of the Head is vacant or where the Head is by reason of illness, absence or any other cause unable to perform the duties of the office, the Provost may appoint the senior most faculty as the in-charge Head for the purpose; 16. The Head shall be responsible for the conduct and maintenance of the standards of teaching and research in the Department of studies; 17. The Head shall submit a semester wise progress report of all the activities to the Director including clear recommendation of actions to be initiated for 	
--	--	--	--

		<p>continuous improvement in 1) academics, 2) research and innovation;</p> <p>18. Create and manage exhaustive data base of all the activities of the Department;</p> <p>19. Co-ordinate development of research resources including books, periodicals, relevant journals, digital resources, laboratory equipment, special centralized supports like precision measurements, fabrications, erection and commissioning of special equipment, translation and review of journal articles, publication support, patenting support etc.;</p> <p>20. Encourage, motivate and guide faculties and students to publish papers in reputed international and UGC enlisted national journals of good impact factor, publish books through standard and reputed publishers and any other similar activities;</p> <p>21. The Head shall be responsible for the overall discipline and regularities of students and staff of the Department;</p> <p>22. The Head my form different committees to execute various functions, tasks and work of the department;</p> <p>23. The Head shall prepare and maintain all the records of the Department;</p> <p>24. The Head shall perform such other functions as may be prescribed by the Ordinances</p>	
	S.16.2	Procedure for the appointment, terms and conditions of faculty (teachers) in different institutions of the University	U/S 26(1) (d) of the Act
		<p>For teaching positions, the Academic Council may recommend to the Governing Body for filling up the vacancies available in different departments of the University from time to time, in two categories namely annual requirement based on Academic and Financial budgets, and for replacement due to attrition, resignation and termination during the academic year The category of the faculty (teachers) shall be as under:</p> <ol style="list-style-type: none"> 1. Professor 2. Associate Professor 3. Assistant Professor 4. Other categories of teachers who are involved in imparting teaching, conducting research, etc. like Teaching Assistant, Adjunct Professor, Special Vocational Instructor, Innovator, Visiting Professor/Lecturer or Research Fellow & Scholar 	

		<p>and other posts as may deemed necessary to the respective authorities.</p> <p>The Board of Management shall assess the recommendations of the Academic Council and approve filling up of teaching vacancies through an open advertisement and selection process from time to time for annual forecast requirement</p>	
	S.16.3	Notwithstanding anything contained in Statute 16, the Board of Management may invite a person of high academic distinction and/or professional attainments to accept the post of a professor or any other equivalent academic post in the University on such terms and conditions as it may deem fit, and appoint the person to such post.	
	S.16.4	In addition to the regular teachers, the Provost /Board of Management may appoint the persons of eminence with outstanding academic and research Achievements as the Professor of Eminence, Professor Emeritus, Distinguished Professor, Adjunct Professor, and Advisor/Director/Director General in the University for introducing academic excellence in research, teaching and extension. The honorarium, perks, terms and conditions for these positions shall be decided by the Chancellor. Appointment letters for such persons shall be issued by the Registrar under his seal and signature.	
	S.16.5	<p>The Selection Committee, constituted by the Board of Management, for appointment of regular Teachers shall be as per the UGC norms. The Selection Committee shall recommend to the Governing Body/Board of Management the names, arranged in order of merit, if any, of the persons whom it considers suitable for the faculty positions.</p> <p>After the approval of appointments, as recommended by the Selection Committee and approved by the Governing Body/Board of Management, the Registrar shall issue appointment letters to the selected candidates under his seal and signature.</p> <p>In case of any dispute with regard to selection of candidates or any dissenting note by any member of the Selection Committee, the matter shall be referred to the Governing Body, whose decision shall be final.</p>	

	16.6	In addition to full-time teachers, the Provost may decide to engage for fixed period part time, contractual and/ or assignment-based positions, either through direct recruitment or outsourcing. The terms and conditions such as honorarium, TA/DA, conveyance charges etc. of such engagements shall be decided by Board of Management of the University from time to time and such appointment letters shall be issued by the Registrar under his seal and signature.	
S.17	The terms and conditions of the other employees of the University		U/S 26(1) (e) of the Act
	S.17.1	<p>Depending upon the workload and requirements, different position of the other employees shall be created which shall be under following categories:</p> <p>The following categories of non-teaching employees shall be employed shall be employed by the University</p> <ul style="list-style-type: none"> i) Part-Time employees ii) Probationary employees iii) Contractual employees iv) Casual employees v) Permanent employees <p>Part-Time employee means an employee whose workload is less than the probationary employees.</p> <p>Probationary employee means an employee appointed on a probation of a year.</p> <p>Contractual employee means an employee appointed with a contract of 10 months for a specific task.</p> <p>Casual employee means an employee who is given work as and when required and is not entitled to have benefits like other employees.</p> <p>Permanent employee means an employee who is appointed against a clear vacancy. The employee may be appointed on probation for a year which may be extended if deemed necessary. On completion of the Probation period, the employee shall be confirmed (made permanent) for the position.</p> <p>The terms and service conditions of all the above categories of employees and arbitration procedures</p>	

		shall be as prescribed by the Rules and Regulations of the University from time to time.	
	S.17.2	The terms and conditions, qualifications, salary, manner of appointment, etc. for the other employees shall be decided by the Board of Management.	
	S.17.3	The Board of Management shall frame the appropriate manual of governing various conditions of service of officer, teachers and other employees of the University.	
S.18	Procedure for arbitration in cases of dispute between employees or students of the University		U/S 26(1) (f) of the Act
	S.18.1	In case of any dispute arising between the University and an employee or a student of the University which cannot be resolved by the respective officers or Authorities of the University, or committees formed for such purposes and the same remains undecided for a period of more than one year then the President, on the request of either party, may appoint an arbitrator as a Sole Arbitrator, from among the members of the Governing Body other than those who are also on the Board of Management.	
	S.18.2	The award of the Sole Arbitrator shall be final and binding to both the parties. The decision of sole arbitrator shall be final on every matter arising there under. The venue of arbitration shall be Bhavnagar only.	
	S.18.3	All disputes shall be subject to jurisdiction of the Civil Courts in District Bhavnagar, Gujarat.	
	S.18.4	In addition to the above, the University shall also have a Systematic Grievance Redressal Cell as defined by the University Grants Commission including the Sexual Harassment Redressal Cell as per the norms of the University Grants Commission.	
Chapter-3 Conferment of Degrees			
S.19	Conferment of Degrees		U/S 26(1) (g) of the Act
	S.19.1	The University shall confer degrees or diplomas or certificates or other academic titles and distinctions on the persons who fulfill the requirements of the University for such degrees or diplomas or certificates or other academic titles and distinctions. Such degrees	

		or diplomas or certificates may be conferred / awarded at the Convocation either in person or in absentia.	
	S.19.2	The Convocation for conferring degrees shall be held ordinarily once every year as decided by the Board of Management.	
	S.19.3	<p>The Academic Council shall frame Regulations relating to the formats of the Degree, Diploma, Documents, Certificates and citations, their texts, issuance of these documents in absentia, duplicate degree and the procedure for holding the Convocation.</p> <p>The Academic Council shall make recommendations to the Governing Body based on the recommendations received from the Dean of each School for conferment of the degrees. The Chancellor, on behalf of the University, shall confer the degrees upon the students so recommended and approved by the Governing Body.</p>	
S.20	Conferment of the Honorary Degrees		U/S 26(1) (g) of the Act
	S.20.1	<p>The Proposal of conferring any Honorary Degree or Academic Distinction on some distinguished personality shall be made in writing, along with the Bio-Data of the proposed recipient, by the concerned School to the Chairperson of the Academic Council.</p> <p>On receipt of the proposal, a special meeting of the Academic Council shall be called to consider the proposal.</p> <p>At such special meeting of the Academic Council, the Provost shall call upon the members to indicate their opinion about the proposal. If the proposal is passed by the Academic Council, it shall be placed before the Governing Body for approval.</p> <p>Every proposal for conferment of any Honorary Degree or Academic Distinction shall be made separately and considered in respect of the proposed recipient.</p> <p>No employee or Trustee or officer holding any position in either University or Sponsoring Body shall be eligible for an honorary degree.</p>	
S.21	Withdrawal of Degree or Diploma		

	S.21.1	The Chancellor may, on the recommendation of the Governing Body remove the name of any person from the register of graduates or withdraw from any person a diploma or other academic distinctions if He/She has been convicted by a court of law of any offence which, in the opinion of Governing Body, is a serious offence involving moral turpitude or if He/She has been guilty of disgraceful conduct.	
Chapter-4 Admission, Fees & Scholarships			
S.22	Framing policies for admissions, including regulation of reservation of the seats		U/S 26(1) (i) of the Act
	S.22.1	<p>The admissions to the different courses run by the University shall be given as per the provision in Section 26 (1-i) of the Act, as follows:</p> <ol style="list-style-type: none"> 1. Admissions to various courses shall be governed by the norms as prescribed in the Ordinances / Regulations framed for the concerned courses/programs. 2. The University may conduct its own Entrance Test, if necessary, or may use the results of the examinations/tests conducted by different State/ National level professional bodies 3. The University may admit students on the basis of merit wherever entrance test is not essentially required. 4. The University shall follow the reservation guidelines as per the prevailing Government norms. 5. As and when necessary, the guidelines of the different Regulatory bodies of the State/ Centre shall be followed. 	
	S.22.2	The number of seats in different courses/subjects for an academic year shall be determined by the Board of Management in consultation with the Academic Council /concerned Institute/ School /Department/Centre and such other officers, authorities, bodies, committees or Boards as the Board of Management considers appropriate (to consult).	
	S.22.3	Admissions to the University shall be open to all persons regardless of race, religion, place of birth, domicile, nationality political or social affiliation and background, caste or creed or gender. However, admissions of foreign students shall be subject to the	

		government guidelines and directions applicable to foreign students.	
	S.22.4	Provided however, whenever the admissions are to be given in professional programmes covered under the Gujarat Act no.2 of 2008 (Regulations of Admission and Fixation of Fees, 2007) the admission shall be given as per the said provisions of the Act.	
	S.22.5	Home schooled students shall also be given a fair chance of getting into mainstream if they qualify in the entrance test for the courses. They are entitled to get admission in Certificate and Diploma Programmes They shall be rigorously tested based on their portfolios and personal interview.	
S.23	The provisions regarding exemption from the payment of tuition fees and awarding scholarships and fellowships to the students		U/S 26(1) (h) of the Act
	S.23.1	The Board of Management may frame Rules time to time for giving exemption from the payment of tuition fees and awarding of scholarship and fellowship to the deserving and genuine students.	
	S.23.2	<p>The Board of Management may accept donations for creation of endowment fund for the award of Fellowships, Scholarships, Medals and Prizes of a recurring nature.</p> <p>Approval of the names of awardees for fellowships, scholarships, medals and prizes as per the specific Regulation(s)/Ordinance(s) belonging to the specific endowment shall be given by the Board of Management</p>	
S.24	Fees to be Charged from Students		U/S 26(1) (j) of the Act
	S.24.1	The tuition and hostel fee for students of the University shall be as prescribed by the Ordinance.	
	S.24.2	<p>All the courses in the University shall run on self-finance model. The following types of general or common fees may be charged from the students:</p> <ol style="list-style-type: none"> Salary, remuneration, allowances, etc. of the teaching and non-teaching staff plus cost of training. Expenses of maintenance of infrastructure, electricity, telephone, etc. Laboratory expenses on equipment and supplies Material prepared/provided for the programme 	

		<ul style="list-style-type: none"> e. Depreciation on building, computer, furniture, etc. f. Administrative cost of training, welfare, library, periodicals, etc g. Reasonable surplus for future development h. Compensation cost of subsidized education i. Average inflammatory cost of operations j. Cost spread over to number of students for the programme. 	
	S.24.3	All the fees to be charged from the students for the courses, examinations, degrees etc. of the University shall be determined by the Academic Council and the Board of Management.	
	S.24.4	<p>The fee once prescribed shall be announced along with the advertisement for inviting applications for admission in the programme. If the duration of the programme is more than one year then every year when the new admissions are given, the Board of Management shall decide whether the same fee is to be kept or 10-20% addition is to be charged in fees for the new students to be admitted, taking into consideration the inflation.</p> <p>In addition to the tuition fee, the students admitted in the Institute or Programme shall pay the other charges to the University as under:-</p> <ul style="list-style-type: none"> a. Enrolment, b. Examination, c. Degree Certificate (Convocation fees), d. Migration certificate, e. Transcript, f. For obtaining any kind of certificate either from the University or the Institute concerned. 	
	S.24.5	<p>The University can have minor changes in the fee structure. However, the major changes, if any, shall subject to the approval of the Governing Body/Academic Council.</p> <p>Fees for duplicate mark-sheets, re-evaluation, issuance of degree and such other matters may be charged from the students, as prescribed by the Governing Body/Academic Council.</p> <p>The components of Fee may be more and vary from course to course and shall be decided by the Governing Body/Academic Council for each course from time to</p>	

		time. The Governing Body/Academic Council can also propose minor changes in the fee structure. The fees for the courses wherever required, shall be in conformity with those proposed by the concerning regulatory bodies. The fee structure of various courses and provision of exemption from tuition fee shall be decided by the Academic Council from time to time.	
	S.24.6	Notwithstanding anything contained above, the fees for the professional programmes which are covered under the jurisdiction of the Gujarat Act no.2 of 2008 (Regulations of Admission and Fixation of Fees for professional programmes) shall be decided in compliance with the provisions of the said Act.	
Chapter-5 Miscellaneous			
S.25	Resource Generation		U/S 36 of the Act
	S.25.1	For pursuance of its objectives the university shall explore and institutionalize Resource generation avenues like: a) Fees and other charges b) Contributions from Sponsoring body c) Any income received from Consultancy, Product development, Patent, Royalty and other such work undertaken by University d) Trusts, bequests, donations, endowments and any other grants; and e) Other such sums to be received by University.	
	S.25.2	The conditions for institutionalizing resource generation avenues shall be as prescribed by Board of Management and approved by Governing Body from time to time.	
S.26	Annual Accounts and Financial Estimates		U/S 40 of the Act
	S.26.1	The Board of Management shall get prepared and approve the Annual Budgets and financial estimates of the University and get it approved by the Governing Body before commencement of new financial year.	
	S.26.2	The Board of Management shall get prepared, audited and approve the annual accounts of the University	

		within 6 months of the end of the financial year and shall get it further approved by Governing Body.	
	S.26.3	A copy of the annual accounts together with the Audit report shall be submitted to the State Government within 6 months of the end of the financial year.	
	S.26.4	The financial year of the University shall be from 1st April to 31st March of every year.	
S.27	Regulations		
	The authorities of the University may, subject to the prior approval of the Board of Management make Regulations, consistent with Gujarat Private Universities Act, 2009, the rules, the Statutes and the Ordinances made thereunder, for the conduct of business of each such authority and committees constituted by each such authority and for any other affairs of the University.		
S.28	Winding up of University		U/S 41 of the Act
	S.28.1	If the sponsoring body proposes to dissolve itself according to Management of the provisions of law governing its constitution or incorporation, it shall give at least six months prior notice to the State Government.	
	S.28.2	The State Government shall, on receipt of such notice make such arrangements as may be necessary, for the administration of the University from the date of dissolution of the sponsoring body till the completion of syllabus by the last batch of students admitted to the University and may also cause the functioning of the University to continue by appointing an administrator in place of the sponsoring body, who shall be entrusted with the powers, duties and functions of the Sponsoring Body as prescribed under this Act.	
	S.28.3	<p>The Sponsoring Body when it decides to dissolve the University, shall give a notice to that effect in the prescribed manner to the State Government. The State Government, after due consideration, may dissolve the University in the manner as may be prescribed:</p> <p>Provided that the dissolution of the University shall have effect only after the last batches of students of the regular courses have completed their courses and they have been awarded degrees, diplomas or, as the case may be, awards.</p>	U/S 42 of the Act

	S.28.4	On the dissolution of the University all the assets and liabilities of the University shall vest in the Sponsoring Body in the manner as may be prescribed.	
	S.28.5	Where the State Government decides under sub-section (1) to dissolve the University, it may vest the powers of the Governing Body in the prescribed manner to other societies having similar objects till the dissolution of the University takes effect under the proviso to sub-section (1).	

*