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SKILL DEVELOPMENT & TECHNICAL EDUCATION DEPARTMENT

NOTIFICATION

The 28th February, 2025

No.1537—SDTE-HTE-HTE-I-0023/2024/SDTE. — In pursuance to sub-section (1) of Section 30 of the Silicon University, Odisha Act, 2023 (Odisha Act 12 of 2023), the State Government do hereby approve the First Statutes of the Silicon University which shall come into force from the date of its publication in the *Odisha Gazette*.

ORDER

Ordered that notification be published in the *Odisha Gazette* for general information and copies be forwarded to all the Departments of the Government and placed in the website of Skill Development & Technical Education Department.

By Order of the Governor

BHUPENDRA SINGH POONIA

Commissioner-*cum*-Secretary to Government

**THE SILICON UNIVERSITY, ODISHA
FIRST STATUTES, 2024**

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No. 2704 – In pursuance of sub-section (1) of Section 30 of the Silicon University Odisha Act 2023 (Odisha Act 12 of 2023), the Board of Governors, do hereby make the following statutes, namely: –

**THE SILICON UNIVERSITY, ODISHA
FIRST STATUTES, 2024**

**CHAPTER – I
PRELIMINARY**

1. General

- (1) These Statutes may be called the **Silicon University Odisha First Statutes, 2024**.
- (2) They shall come into force on the date of their publication in the *Odisha Gazette*.

2. Definitions, –

(A) In these Statutes, unless the context otherwise requires, –

- (1) “Academic Council” means the Academic Council of the University as referred to in Section 24 of the Act and constituted under statute 22 of these Statutes;
- (2) “Academic Year” means the year commencing on the first day of July of a calendar year and closing with the thirtieth day of June of the next calendar year;
- (3) “Act” means the Silicon University, Odisha Act, 2023;
- (4) “Alumni” means former students of Silicon Institute of Technology, Bhubaneswar and any other constituent institute(s) or campus(es) established by and integrated into the University in future;
- (5) “Authorities” mean the Authorities of the University as defined in section 21 of the Act and statute 19 of these Statutes;
- (6) “Board of Governors” means the Board of Governors of the University constituted under section 22 of the Act and statute 20 of these Statutes;
- (7) “Board of Management” means the Board of Management of the University constituted under section 23 of the Act and statute 21 of these Statutes;
- (8) “Board of Studies” means the Board of Studies of the respective departments or programmes as referred to in Section 25 of the Act and constituted under statute 23 of these Statutes;
- (9) “Chairman” means Chairman of the Board of Governors of the University as referred to in Section 14 of the Act and statute 6 of these Statutes;
- (10) “Clear Days” means the number of days to be reckoned excluding the first day

and the last day;

- (11) “Controller of Examinations” means the Controller of Examinations of the University as referred to in sub-section (2) of Section 19 of the Act and statute 11 of these Statutes;
- (12) “Deans” means Deans of Schools of the University appointed under section 17 of the Act and other Deans appointed under statute 5 of these Statutes;
- (13) “Department” means the Departments or centres of studies of the University delivering education in a domain of knowledge leading to the award of a degree;
- (14) “Distance Education System” means the system of imparting education through any means of information technology and communication such as multimedia, broadcasting, telecasting, online over internet, other interactive methods, e-mail, interactive talk back, Cloud based e-learning platforms, correspondence course, seminar, contact program or a combination of any two or more of such means;
- (15) “Employee” means employee appointed by the University and includes teachers and all other non-teaching or administrative or support staff of the University;
- (16) “Examination Committee” means the Examination Committee constituted under statute 25 of these Statutes;
- (17) “Faculty Co-ordinator” means a teacher of the University on additional duty who is entrusted with general administration and control of a specific facility, establishment, unit, club, or cell of the University;
- (18) “Faculty In-Charge” means a teacher of the University on additional duty who is entrusted with general administration and control of one or more facilities, establishments units, clubs or cells of the University requiring a higher level of authority;
- (19) “Fees” means tuition fee and any other fee charged from a student payable at the time of admission or at any other time for the purpose undertaking education under the University in accordance to section 36 of the Act;
- (20) “Finance Officer” means the Finance Officer of the University as referred to in sub-section (1) of Section 19 of the Act and statute 10 of these Statutes;
- (21) “Gazette” means the *Odisha Gazette* or the University Gazette;
- (22) “Government” means Government of Odisha or Government of India as the case may be;
- (23) “Students’ Residence” means a place of residence for students admitted to the University in any programme offered by the University and maintained by the University;

- (24) “Institute” means a constituent unit or school or campus, either existing or established by and integrated into the University at present or in future;
- (25) “Off-Campus Centre” means a center of the University, established by it outside the main campus (within or outside the State) operated and maintained as its constituent unit, having the University’s complement of facilities, teachers and staff as per Regulation 2.2 of UGC (Establishment of and Maintenance of Standards in Private Universities) Regulations, 2003;
- (26) “Prescribed” means prescribed by the Act, these Statutes or Ordinances thereunder or as per the Rules and/or Regulations of the University as applicable;
- (27) “Registrar” means the Registrar of the University as referred to in Section 18 of the Act and statute 9 of these Statutes;
- (28) “Regulatory Body” means a Body established by the Central Government or State Government for laying down norms and conditions for ensuring standard of higher education such as University Grants Commission, All India Council of Technical Education and National Council of Assessment and Accreditation, Medical Council of India (MCI), Pharmaceutical Council of India, Indian Council for Agricultural research (ICAR), Council of Scientific and Industrial Research (CSIR), Nursing Council of India and other Bodies established by the Central or State Government for the purpose;
- (29) “Rules” mean the Rules of the University as referred to in Section 32 of the Act;
- (30) “School” means the Schools of Studies of the University as provided in clauses (g) of Section 7 of the Act;
- (31) “Staff” means non-teaching employees of the University;
- (32) “State” means the State of Odisha;
- (33) “State Government” means Government of Odisha;
- (34) “Study Centres” means the centers established, maintained or recognized by the University in any place for the purpose of advising, counselling or for rendering any other assistance required by the students under distance education system;
- (35) “Teacher” means Professor, Associate Professor or Assistant Professor or such other person as may be appointed for imparting instruction or training or conducting research in the University;
- (36) “University” means the Silicon University, Odisha established and incorporated as a University under the Act;
- (37) “Vice-Chairman” means the Vice-Chairman of the University as referred to in Section 15 of the Act and statute 7 of these Statutes;

- (38) “Vice-Chancellor” means Vice-Chancellor of the University as referred to in Section 16 of the Act and statute 8 of these Statutes;
- (39) “Visitor” means the Visitor of the University as referred to in Section 12 of the Act and statute 4 of these Statutes; and
- (40) “Warden” means a teaching or non-teaching staff who is in charge of administration of a specific Students’ Residence of the University.
- (B) Unless otherwise explicitly mentioned, –
 - (a) Words importing the masculine gender also include the feminine gender;
 - (b) Words in the singular include the plural and words in the plural include the singular;
 - (c) Words or expressions shall extend to the grammatical variations and cognate expressions of such words or expressions; and
 - (d) Words and expressions used in these statutes but not defined here, defined in the Act, shall have the same meanings respectively assigned to them in the Act.

3. Objectives, –

- (1) In addition to the objects of the University as mentioned in Section 7 of the Act, the University shall also pursue the following objectives by these Statutes, namely, –
 - (a) to provide instruction, teaching, training, research and development in various disciplines and such other fields and institute degrees, diplomas, or certificates for the same;
 - (b) to establish, maintain and run halls of residences and residential establishments for the students and employees of the University with other amenities such as food, medical facilities, entertainment, etc., against payment or free of charge; and
 - (c) to provide inter charity, grant and support for such other initiatives in such manner for fulfillment of the objectives of the University to other institutions or organizations pursuing similar objects in harmony with the University as may be decided from time to time.
- (2) Notwithstanding with the above, the Board of Governors of the University may revise or extend the objectives of the University with necessary approval of the Government and/or Regulatory Bodies as applicable, if any.

CHAPTER – II

THE VISITOR AND OFFICERS OF THE UNIVERSITY

4. The Visitor. –

- (1) As per Section 12 of the Act, –
 - (a) The Governor of Odisha shall be the Visitor of the University.
 - (b) The Visitor, when present, shall preside at the convocation of the University for conferring degrees and diplomas, charters, designations, certificates and medals.
- (2) The Visitor shall have the following powers to be exercised in all order with the procedure laid down in these statutes, namely :–
 - (a) to call for any paper or information relating to the affairs of the University; and
 - (b) on the basis of the information received by the Visitor, if he is satisfied that any order, proceedings, or decision taken by any authority of the University is not in conformity with the Act, Regulations, Ordinances or Rules, he may issue such directions as he may deem fit in the interest of the University and the directions so issued by the Visitor shall be complied with by all concerned.
- (3) When an advice is received from the Visitor by the Chairman, he shall be duty-bound to take appropriate action to comply with the advice as early as practicable. The Chairman shall place the advice of the Visitor and the action taken by the University before the Board of Governors in its next meeting.

5. Officers of the University. –

- (1) The following are the Officers of the University as prescribed in Section 13 of the Act, namely: –
 - (a) The Chairman;
 - (b) The Vice-Chairman;
 - (c) The Vice-Chancellor;
 - (d) The Registrar;
 - (e) The Deans of Schools;
 - (f) The Finance Officer; and
 - (g) The Controller of Examinations.
- (2) The following shall be the other officers of the University by these Statutes, namely: –
 - (a) Director;
 - (b) Dean (Instruction);
 - (c) Dean (Student Affairs);

- (d) Dean (Research and Consultancy);
- (e) Dean (Industry Interface);
- (f) Dean (Entrepreneurship and Innovation); and
- (g) Dean (Distance Education):

Provided that, the Deans as mentioned above shall be chosen from amongst the Professors or Associate Professors of the University by the Vice-Chancellor for such period on such terms as may be approved by the Board of Management:

Provided further that, depending on the volume of work, one Associate or Deputy or Assistant of the Officers as mentioned in sub-statutes (1) and (2) except the Chairman and Vice-Chairman, may be appointed to assist in their day-to-day works, and they shall have such powers and perform such functions as may be delegated by the respective Officers, except any financial powers:

Provided also that, should there be any need in future to facilitate the works and smooth functioning of the University, additional officers or other positions may be created by the Board of Governors from time to time. In addition, the Board of Governors may abolish or merge existing positions and revise their powers, duties and responsibilities as required.

6. The Chairman. –

- (1) The Chairman of the University shall be nominated from amongst the Trustees of the Sponsoring Body and shall be the Head of the University as per Section 14 of the Act.
- (2) The Chairman shall preside at the meeting of the Board of Governors and in his absence, the Vice-Chairman shall preside at the said meeting and any decision resolved in that meeting shall be given effect to only after obtaining the approval of both Chairman and Vice-Chairman.
- (3) In absence of the Chairman, the Vice-Chairman shall perform all such functions and exercise all such powers of the Chairman as specified in sub-section (2) of Section 14 of the Act.
- (4) The Chairman shall have the powers conferred by the Act, these Statutes made thereunder, which shall include the following, namely: –
 - (a) to preside at the Convocation of the University in the absence of the Visitor;
 - (b) to call for any information or record;
 - (c) to function as a member and the Chairperson of the Board of Governors of the University;

- (d) to constitute the first Board of Governors, Board of Management, Academic Council, and Finance Committee as per the transitional provisions Section 44 of the Act;
 - (e) to appoint the first Vice-Chancellor, the first Registrar, and the first Finance Officer of the University as per the transitional provisions Section 44 of the Act;
 - (f) to approve the appointment, re-appointment, or termination of the Vice-Chancellor, in accordance with the provisions of these Statutes made thereunder;
 - (g) to approve the appointment, re-appointment, or termination of the members of the faculty, officers or any employee of the University as per the norms of the University;
 - (h) to resolve any conflicts in the manner provided for in these Statutes; and
 - (i) such other powers as may be approved by the Board of Governors from time to time.
- (5) In the event of there being a conflict *inter-se* between the functionary or functionaries or body or bodies and any other functionary or body of the University, then the issue shall be referred to the Chairman and the decision in respect of the such issue shall be final and binding on the University.
- (6) The power of making Statutes and thereunder, within the legal framework of the University Act, shall be with the Board of Governors upon recommendation of the Board of Management and/or Academic Council. The Chairman will not have the final authority of approving or disapproving all the Statutes thereunder proposed by the University, though he shall have the right to annul them in exceptional cases where it is in conflict with provisions of the Act.

7. The Vice-Chairman. –

- (1) Any person from the Board of Governors, nominated by the Chairman, shall be the Vice- Chairman of the University as per Section 15 of the Act.
- (2) In absence of the Chairman, the Vice-Chairman shall perform all such functions and exercise all such powers of the Chairman as specified in Section 14 of the Act and as per sub-statute (3) of statute 6 of these Statutes.
- (3) In the absence of the Chairman, the Vice-Chairman shall preside over the meetings of Board of Governors.
- (4) The Vice-Chairman shall exercise such other powers and perform such other functions as delegated to him by the Board of Governors and conferred on him by the Act and these Statutes made thereunder.

8. The Vice-Chancellor. –

- (1) The Vice-Chancellor shall be appointed by the Chairman as per the provisions under sub-section (1) of Section 16 of the Act.
- (2) The Vice-Chancellor, with approval of the Chairman, may continue to hold office even after expiry of his term till the new Vice-chancellor joins; however, in any case, this period shall not exceed one year.
- (3) In the event of vacancy in the office of the Vice-Chancellor, the Chairman in consultation with the Vice-Chairman, may appoint any Professor of the University to act as the Vice- Chancellor in-charge until a regular appointment of Vice-Chancellor takes place :

Provided that, the period of such interim arrangement by sub-statute (3) shall not exceed one year, and the Vice-Chancellor in-charge shall be entitled to exercise all the powers with prior approval of the Chairman or Vice-Chairman as applicable.

- (4) The Vice-Chancellor shall be the principal Executive and Academic Officer of the University and shall exercise all powers and duties as specified in Section 16 of the Act.
- (5) In addition to the powers conferred by the Act, the Vice-Chancellor shall have the following powers and duties, namely: –
 - (a) he shall preside at the convocation of the University in the absence of the Visitor, Chairman and Vice-Chairman;
 - (b) he shall sign all the degree certificates to be awarded in the convocation, except the *Honoris causa*, which will be signed by the Chairman (see sub-statute (5) of statute 36);
 - (c) he shall be entitled to be present at and address at any stage of any meeting of any authority of the University;
 - (d) he shall be the Chairman of the Academic Council, Finance Committee, and Examination Committee and shall be the Chief Examiner of the University;
 - (e) he shall have the power to take appropriate steps for the maintenance of the discipline among the students, teaching staff and other employees of the University;
 - (f) he shall have power to institute an enquiry in respect of any matter concerning the University and shall give effect to the directions and orders of the Board of Governors;
 - (g) he shall have power to constitute such ad hoc Committees as he may deem necessary to help him in the performance of his duties as the Principal

Executive Officer of the University;

- (h) he shall prepare the strategic goals, development objectives, and implementation plans for the University as per the directions of Board of Management and Board of Governors from time to time;
- (i) he shall bring before the Board of Governors and the Board of Management all matters of business requiring attention of the Boards and arising from or within the University and to supply all such information and records relating to the University as may be required by the Boards or by its Committees;
- (j) he shall coordinate the actions or decisions of the Board of Governors by facilitating the convening and holding of regular meetings, providing for necessary information in the work of the Board of Governors and the Committees and in every way possible to encourage the prompt and timely consideration and judicious disposal of matters deserving the attention of the Board of Governors;
- (k) he may, subject to ultimate approval of the Board of Governors, make *ad hoc* appointments for a period not exceeding six months in urgent cases and all such appointments shall be reported forthwith to the Board of Management. In case the Board of Management does not approve the said appointments, they shall stand terminated with effect from the date of decision of the Board of Management;
- (l) he may with approval of the Board of Governors, appoint Advisors, Adjunct, Distinguished, and Visiting Professors of limited tenure on such terms and conditions wherever necessary for betterment of the University;
- (m) he shall have the power to send members of the staff for training or for a course of instruction inside India or abroad subject to such terms and conditions as may be laid down by the University from time to time;
- (n) he shall have authority to transfer, depute, and assign specific duties to all officers, teaching and non-teaching staffs and monitor their performance. He shall institute any disciplinary proceedings including suspension against any of the errant employee. However, the final award of punishment such as termination of service can be done only with the approval of the Chairman or Vice-Chairman as applicable;
- (o) he shall review the performance of the teachers and officers of the University and submit a report thereon to the Chairman. Based on the report and his own assessment, the Vice-Chancellor shall recommend action to be taken for

consideration of the Chairman;

- (p) he shall sanction recurring and non-recurring expenditure chargeable to contingencies within the budget provision;
- (q) he shall countersign his own traveling allowance bill for travels and also the traveling allowance bills of the Officers of the University in accordance to the norms prescribed;
- (r) he shall re-appropriate from one detailed head to another in the same account provided that no recurring liability is involved, and further that such re-appropriation shall be reported to the Board of Governors for its approval in its next meeting;
- (s) he shall sanction the temporary transfer of amounts from one fund to another provided that such transfers are reported to the Board of Management and then placed before Board of Governors for approval in its next meeting;
- (t) subject to the provisions of the Act and the Statutes, the Vice-Chancellor for smooth execution of the schemes and business of the University may delegate his administrative and financial powers to the subordinate officers or teachers of the University with prior approval of the Board of Management;
- (u) he shall have the power to write off irrecoverable losses and value of stores lost or rendered unserviceable due to fair wear and tear subject to such stipulations as may be laid down by the Board of Management from time to time;
- (v) he shall have the power to fix on the recommendations of the selection committee, the initial pay of an incumbent at a stage higher than the minimum of the scale but not involving more than five increments in respect of such posts to which appointments can be made by him with approval of the Board of Governors;
- (w) he shall have the power to sanction expenditure, up to a sum as approved by the Board of Governors from time to time, at any one time on items of unforeseen character for which no provision has been made in the budget and such expenditure shall be reported to the Board of Governors for its approval in its next meeting for inclusion in the revised estimate within the available fund with the University; and
- (x) he shall have such other powers and perform such duties as may be laid down or may be required by the Board of Governors or Board of Management from time to time.

9. The Registrar. –

- (1) The Registrar, as referred to in Section 18 of the Act, shall be a whole time officer of the University who shall be appointed by the Vice-Chancellor with the approval of the Board of Governors for such period and on such terms and conditions as may be approved by the Board of Management.
- (2) In addition to the powers conferred by the Act, the Registrar shall exercise the following powers and perform the following duties, namely: –
 - (a) he shall be the ex-officio Secretary of the Board of Governors as mentioned in sub- section (3) of Section 22 of the Act;
 - (b) he shall be the Member-Secretary of the Academic Council of the University as mentioned in clause (b) sub-section (1) of Section 24 of the Act;
 - (c) he shall be responsible for the overall administration and services of the University;
 - (d) he shall in the execution of his duties, be subject to the immediate direction and control of the Vice-Chancellor and shall generally render such assistance as may be desired by him in the performance of his official duties;
 - (e) he shall make all correspondences relating to the University and be responsible for proper maintenance of all the records of the University;
 - (f) he shall have the power to enter into agreement or contract, sign documents and authenticate records on behalf of the University;
 - (g) he shall be responsible for the due custody of the records and the common seal of the University and shall be bound to place before the Chairman, the Vice-Chancellor or any other authority, all such information and documents as may be necessary for transaction for their business;
 - (h) he shall issue notices convening the meeting of the Board of Governors, Board of Management, Academic Council, and other Committees and facilitate them with requisite or relevant documents for taking appropriate decisions;
 - (i) he shall be responsible for admission of the students to the University with assistance of the Dean (Student Affairs) of the University;
 - (j) he shall be in-charge of registration of the students of the University and shall maintain a register of all degrees, diplomas, and certificates conferred by the University;
 - (k) he shall be responsible for the general discipline of the University office and shall have disciplinary control over the University office, and shall have the power to sanction leave of the University employees working under him;

- (l) he shall implement inclusive hiring policies of the University and human resource development for upgradation of knowledge & skills commensurate to the goals and objectives of the University;
- (m) he shall be responsible for recruitment, development, retention and career advancement of employees of the University and lead the human resource management functions of the University.
- (n) he shall be the Controlling Officer for all non-teaching technical and administrative staffs of the University. He can transfer any of the staff in his control from one place to another with prior approval of Vice-Chancellor;
- (o) he shall have the power to transfer any non-teaching employees of the University (except officers) from one post to other within the cadre with the prior approval of the Vice-Chancellor;
- (p) he shall have the power to incur expenditures of recurring or non-recurring nature up to a sum as approved by the Board of Management within the budgetary provision; and
- (q) he shall have such other powers and perform such other duties as may be laid down or may be required from time to time, by the Board of Governors, Board of Management, or the Vice-Chancellor.

10. The Finance Officer. –

- (1) The Finance Officer, as referred to in section 19 of the Act, is a whole time officer of the University and shall be under the control of the Vice-Chancellor. The Chairman shall appoint the Finance Officer in such manner on such terms and conditions as may be prescribed and approved by the Board of Governors.
- (2) The Finance Officer shall be responsible to the Board of Governors, Board of Management and Vice-Chancellor for ensuring that no expenditure outside the budget is incurred by the University, other than by way of investments and/or inter-charity, and shall disallow any expenditure which is not permissible under these Statutes or Rules.
- (3) The Finance Officer shall have the right to speak and otherwise take part in the proceedings of the Board of Governors as and when required, but shall not have the right to vote.
- (4) The duties and responsibilities of the Finance Officer shall include the following, namely:–
 - (a) to receive all payments, contributions, grants, gifts and endowments made in

favour of or for the purpose of the University;

- (b) to maintain the accounts of the University in such manners as prescribed by the Board of Governors;
- (c) to ensure proper management and investment of the funds of the University including endowment funds, corporate and other grants, and royalties on intellectual properties and licenses, and exercise general supervision of such funds;
- (d) to ensure that all moneys are expended for the purposes for which they are granted or allotted by the appropriate authority;
- (e) to devise and install suitable systems of accounting and business procedures within the compliance, regulatory and statutory boundaries for use of all Officers, Teachers, Staff and Employees of the University;
- (f) to establish and administer such petty cash funds as are needed;
- (g) to maintain and develop business procedures for the use of students' loan and scholarship funds;
- (h) to prepare the pay and allowance bills of the officers, teachers, and other employees of the University and draw and disburse the amounts thereof giving effect to deduction of tax at source, Provident & Gratuity Funds, Insurance Premium etc.;
- (i) to scrutinize contingent bills passed by other authorized officers and if they are without error and within the budgetary provisions of the University and are not in violation of any law shall hold the duty of issuing prompt payment;
- (j) to act as the Treasurer for all funds contributed for students' societies, chapters, or clubs of the University and maintain the accounts of respective societies;
- (k) to place the financial position of the University before the Finance Committee, Board of Management, or Board of Governors through the Vice-Chancellor at its meetings;
- (l) to supervise and recommend funding sources, budget allocation, sustainability, investment strategies, financial transparency, and stakeholder engagements;
- (m) to prepare the Annual Budget and Supplementary Budget of the University by including the budget estimates submitted by other officers and establishments after due scrutiny;
- (n) to prepare the utilization certificates for funds received from the Government, UGC or AICTE, or other funding agencies and cause them to be sent in time to the appropriate authority;

- (o) to develop and operate an internal audit system so that the records of all offices and University employees responsible for the receipt or expenditure of money for keeping accounts or for the custody of property that can be verified by audit;
- (p) to act as the Convener of the Finance Committee meetings;
- (q) to tender his advice to the Board of Governors, Board of Management, Vice-Chancellor, Registrar, and other Officers of the University with regard to financial transactions of the University;
- (r) to prepare the annual financial estimate and statements of accounts for presentation before the Board of Governors;
- (s) to examine the statements of accounts of the University and submit a report on such examination to the Board of Governors; and
- (t) to exercise such other powers and perform such other duties as may be laid down or may be required from time to time, by the Board of Governors, Board of Management, or the Vice-Chancellor.

11. The Controller of Examinations. –

- (1) The Controller of Examinations, as referred to in Section 19 of the Act, is a whole time officer of the University and shall be chosen from amongst one of the Professors of the University. He shall be appointed by the Vice-Chancellor for such period and on such terms and conditions as may be approved by the Board of Management.
- (2) The Controller of Examinations will be responsible for smooth and fair conduction of all examinations of the University observing utmost confidentiality in all processes from question paper setting to publication of results as per the academic calendar of various programmes in such manner as prescribed in the Examination Manual.
- (3) The Controller of Examinations shall ensure that all activities related to examinations are done strictly as per the Academic Regulations of the University and as per the directives issued by the Conducting Board, Examination Committee, and the Academic Council from time to time.
- (4) The powers, duties, and responsibilities of the Controller of Examinations shall include the following, namely: –
 - (a) to coordinate the registration process for all examinations for each programme of the University and scrutinize all such cases with reference to the relevant regulations, if any, on collection of prescribed fees;

- (b) to initiate the process of procurement of various materials such as blank answer scripts, papers for printing of question papers, etc., and such other items related to conduct of examinations;
- (c) to prepare and announce the schedule of various examinations of different programmes as per academic calendar and circulate them to all concerned well in advance after the same has been approved by the Vice-Chancellor;
- (d) to co-ordinate and supervise the process of preparation, moderation and printing of question papers with utmost confidentiality;
- (e) to co-ordinate and supervise setting up of examination halls and seating arrangement of candidates, and issue admit cards to eligible students for such subjects as per their registration;
- (f) to make electronic copies of previous years' question papers in subject-wise manner available to the students for reference purposes;
- (g) to appoint Flying Squads, Supervisors, Invigilators, Examiners, Scrutinizers, etc., from amongst the teachers of the University;
- (h) to issue question papers of such subjects in such numbers in sealed condition to the chief invigilator of each examination hall or room and coordinate and supervise conduction of the examinations in a timely and disciplined manner;
- (i) to investigate any unfair activity by any student, either *suo motu* or promptly upon report from an Invigilator or any other source, and recommend appropriate disciplinary action, which may be up to the extent of removal of culprit's name from the register of University;
- (j) to investigate any alleged unfair activity by any teacher, invigilator, examiner, or staff of examination section, and communicate the findings to the Vice-Chancellor for taking appropriate disciplinary action;
- (k) to co-ordinate and supervise scanning of answer scripts and assigning them to examiners for physical or electronic evaluation as required with appropriate deadline to complete evaluation;
- (l) to ensure that proper and uniform evaluation is done by the examiners according to the model answers and evaluation schemes and address any discrepancies thereof;
- (m) to resolve any issues related to electronic evaluation reported by any examiner in a timely manner and ensure that the evaluation and processing of results is completed within the timeline so that the results are published on such dates as specified in the academic calendar;
- (n) to act as the Member Convener in the meetings of the Examination Committee,

- Conducting Board, and Disciplinary Committee related to examination activities and obtaining approval of the Vice-Chancellor before publication of results;
- (o) to maintain under safe custody of all files, examination records, academic records, tabulation records and processing of results, preparation of grade sheets and transcripts, certificates, diplomas and degrees for successful students;
 - (p) to co-ordinate and supervise printing and distribution of grade sheets, transcripts, provisional certificates, and final diploma or degree certificates;
 - (q) to address any grievances of students in regard to examination processes, evaluation, and results, in consultation with other officers of the University as required;
 - (r) to prepare the annual and/or supplementary budget for expenditures of recurring and non-recurring nature for the examination section and submit the same to the Finance Officer for scrutiny and inclusion in the budget of the University;
 - (s) to prepare analysis of results of examinations with pass/fail numbers and percentages, all-clear percentages, average SGPA etc., along with comparative statements with previous examinations, for reporting to the Academic Council;
 - (t) to prepare the list of Gold Medalists and other prize winners, if any, as per the University rules and assist the Vice-Chancellor and other Officers of the University in the conduct of Convocation;
 - (u) to take decision for permanent disposal of old answer scripts and their electronic scanned copies after expiry of such periods in such manner as specified in the Academic Regulations and/or Examination Manual; and
 - (v) to exercise such other powers and perform such other duties as may be laid down or may be required from time to time, by the Board of Governors, Board of Management, Academic Council, or the Vice-Chancellor.

12. Director. –

- (1) As referred to in clause (a) of sub-statute 2 of statute 5 of these Statutes, there may be one Director, in a constituent institute of the University if required for administrative purposes.
- (2) The Director shall be a whole time officer of the University and shall be appointed by the Vice-Chancellor with such designation for such period and on such terms and conditions as may be approved by the Board of Management.
- (3) The Director shall have the following powers and perform the following duties,

namely:–

- (a) he shall report to the Vice-Chancellor and execute the directions, policies, office-orders and circulars issued by the office of the Vice-Chancellor from time to time at the institute under his control;
- (b) he shall have the overall responsibility for the day-to-day administration and management of various activities of the Institute as prescribed;
- (c) he shall be responsible for planning and monitoring, research and extension, human resource development, staff and student welfare at the Institute level;
- (d) he shall advise the Deans of Schools and/or the Heads of Departments or Centres on execution of various academic policies and guidelines, rules and regulations, and suggesting revision of curricula and syllabi or methodologies of delivery to effect overall improvement in the quality of academics;
- (e) he shall advise the respective officers or committees to address any grievances of students, members of faculty or staff as per the rules and regulations of the University;
- (f) he shall co-ordinate, monitor, and supervise the preparation of the Annual and/or Supplementary Budget of the Institute and submit the same to the Finance Officer for scrutiny and inclusion in the budget of the University;
- (g) he shall have the power to incur expenditures of recurring or non-recurring nature up to a sum per annum as approved by the Vice-Chancellor within the budgetary provision; and
- (h) he shall exercise such other powers and perform such other duties as may be prescribed by the Registrar, Vice-Chancellor or Board of Management from time to time.

13. Dean (Instruction) .–

- (1) The Dean (Instruction), as referred to in clause (b) of sub-statute 2 of statute 5 of these Statutes, is a whole time Professor or Associate Professor of the University on additional duty, and shall be appointed by the Vice-Chancellor for such period on such terms and conditions as may be prescribed by the Board of Management.
- (2) The Dean (Instruction) shall have the following powers and perform the following duties, namely: –
 - (a) he shall assist the Registrar and Vice-Chancellor in the day-to-day instructional activities and shall lead the academic processes and governance of all programmes offered by the University;
 - (b) he shall initiate the meetings of the Board of Studies for framing course curricula, syllabus and revision of the existing curriculum and syllabus as per

the Academic Regulations of the University;

- (c) he shall assist the Registrar for conduction of the meetings of Academic Council and preparation of the minutes of the meeting thereafter;
- (d) he shall act as the Member Secretary of the Academic Council in absence of or upon delegation by the Registrar with approval of the Vice-Chancellor;
- (e) he shall prepare the academic calendar of all academic activities and examinations to be conducted by the University during a year well in advance, preferably at the beginning of each Academic Year and cause it to be circulated to all concerned after the same has been approved by the Academic Council;
- (f) he shall initiate and outline the framework for curriculum design and/or revision, delivery mechanisms and pedagogy of all programmes of the University for effecting excellence in teaching-learning experience and outcome-based education.
- (g) he shall advise the library of the University well in advance to initiate procurement of new books as per the approved curricula and syllabus of different programmes;
- (h) he shall collect the requirements of teachers and non-teaching technical staff from various Departments and initiate the selection process for those recruitments with the approval of the Vice-Chancellor as per the norms of the University;
- (i) he shall monitor and supervise various academic activities and ensure proper coordination between the Heads of Departments and Centres;
- (j) he shall monitor the activities of co-curricular Students' Clubs and Chapters of the University as assigned by the Vice-Chancellor;
- (k) he shall be the Chairman of the Conducting Board and shall be an invited member to Disciplinary Committee related to examinations;
- (l) he shall analyze and interpret the academic performance of the students of the University and work with the Heads of Departments and Centres for effecting improvements;
- (m) he shall analyze and interpret the feedbacks and surveys on curricula, syllabi, and other academic reports collected from the stakeholders from time to time for effecting improvements in academic planning and execution;
- (n) he shall have the powers to sanction expenditure up to sum a per annum as approved by the Vice-Chancellor chargeable to contingencies within the budgetary provision; and
- (o) he shall exercise such other powers and perform such other duties as may be prescribed by the Registrar, Vice-Chancellor or Board of Management from time

to time.

14. Dean (Student Affairs).–

- (1) The Dean (Student Affairs), as referred to in clause (c) of sub-statute (2) of statute 5 of these Statutes, is a whole time Professor or Associate Professor of the University on additional duty, and shall be appointed by the Vice-Chancellor for such period on such terms and conditions as may be prescribed by the Board of Management.
- (2) The Dean (Student Affairs) shall have the following powers and perform the following duties, namely: –
 - (a) he shall assist the Registrar, and Vice-Chancellor in the day-to-day activities in regard to student affairs and other events of the University;
 - (b) he shall assist the Registrar for admission of students to the University and coordinate and monitor the admission campaigns and counselling of prospective students seeking admission to the University;
 - (c) he shall devise and recommend mechanisms to boost student enrollment, retention and graduation metrics and co-work with other Officers and teachers of the University to achieve the prescribed goals;
 - (d) he shall be responsible for all matters related to students' affairs and conduct and discipline for all students as per the norms of the University and ensure peace and harmony amongst various sections of students;
 - (e) he shall extend support for under-represented student groups to ensure their success and cultivate a sense of community, cultural appreciation, mutual cooperation and connection with nature among the students and offer general student advocacy.
 - (f) he shall liaison with the parents and/or guardians of students with respect to their performance and conduct as and when required;
 - (g) he shall coordinate and liaison, in regard to all matters related to Foreign and Exchange students, with their corresponding agencies, institutions, or universities;
 - (h) he shall, in consultation with the Dean (Instruction), prepare the calendar of all extra-curricular, cultural, social, recreational and sports activities to be conducted by the University during a year and cause it to be circulated to all concerned after the same has been approved by the Vice-Chancellor;
 - (i) he shall monitor and supervise organization of all of the above activities and events of the University and ensure proper coordination between the teachers, staff and students for smooth and timely conduction in a disciplined manner;
 - (j) he shall be the Convener of the Anti-Ragging Committee and be responsible to

- ensure a ragging-free environment in the University at all times;
- (k) he shall constitute Anti-Ragging Squads from amongst the teachers and non-teaching technical staff of the University and assign them vigilance duties at such times as required for prevention of ragging;
 - (l) he shall initiate investigation of any incident of ragging or indiscipline or unpleasant situation between individual or groups of students promptly upon report and recommend appropriate disciplinary action, which may be up to the extent of removal of culprit's name from the register of University;
 - (m) he shall be an invited member to Disciplinary Committee related to examinations;
 - (n) he shall act as the Chairman of the Students' Council and shall work with the Faculty In-Charges or Coordinators, Heads of Departments and Centres, and office bearers of extra-curricular Students' Clubs and Committees for general counselling and development of leadership and management skills in students;
 - (o) he shall act as the Chairman of the Residence Committee and shall coordinate with the Wardens and staff of all Students' Residences, Canteens and/or Food Courts and related amenities for their smooth functioning and look after their overall management and development;
 - (p) he shall have the power to supervise the work of security staff to ensure security of students of the University and its Students' Residences and related amenities;
 - (q) he shall coordinate with Law & Order authorities with respect to students' discipline along with the Registrar and be responsible for arranging medical assistance for any student in cases of emergency;
 - (r) he shall prepare the annual and/or supplementary budget for all extra-curricular, cultural, recreational and sports related intra- or inter-university events and submit the same to the Finance Officer for scrutiny and inclusion in the budget of the University;
 - (s) he shall have the powers to sanction expenditure up to sum per annum as approved by the Vice-Chancellor chargeable to contingencies within the budgetary provision; and
 - (t) he shall exercise such other powers and perform such other duties as may be prescribed by the Registrar, Vice-Chancellor or Board of Management from time to time.

15. Dean (Research and Consultancy). –

- (1) The Dean (Research and Consultancy), as referred to in clause (d) of sub-statute 2 of statute 5 of these Statutes, is a whole time Professor or Associate Professor of the University on additional duty, and shall be appointed by the Vice-Chancellor for such period on such terms and conditions as may be prescribed by the Board of Management.
- (2) The Dean (Research and Consultancy) shall have the following powers and perform the following duties, namely: –
 - (a) he shall formulate and determine policies, guidelines, and rules and regulations on Ph.D. and Post-Doctoral programmes offered by the university and be responsible for their implementation after approval by the Academic Council;
 - (b) he shall be responsible for planning, monitoring and execution of all Ph.D. and Post-Doctoral programmes of the University and shall work with the Controller of Examinations for conduction, evaluation, and publication of results of the various examinations for the same;
 - (c) he shall coordinate with the heads of the departments and centres for promoting research activities by members of faculty, research scholars and students and creation of advanced research facilities and laboratories in the University;
 - (d) he shall be responsible for monitoring and maintaining all records pertaining to all research activities, publications, patents, and intellectual properties of the University;
 - (e) he shall initiate the process for entering into agreements and memoranda of understanding with other institutes and universities for promoting collaborative research activities;
 - (f) he shall advise the library of the University for procurement of books, journals, conference proceedings and the like required for conducting advanced research;
 - (g) he shall maintain all records of seminars, conferences, symposia, workshops, Faculty Development or Short-term Training Programs and the like, organized and conducted by the University and their attendees;
 - (h) he shall approve the applications of teachers, non-teaching technical staff and research scholars to attend seminars, conferences, symposia, workshops, Faculty Development or Short-term Training Programs and the like organized and conducted by other institutes or universities in India or abroad, and maintain all records thereof;
 - (i) he shall invite, scrutinize and recommend applications from teachers for grant of

seed funds from the University for initiating conduction of advanced research as may be prescribed by the Board of Management;

- (j) he shall initiate, coordinate and monitor the preparation and submission of proposals for obtaining research grants from various funding agencies and maintain all records of such grants received thereof and their utilization;
- (k) he shall initiate, coordinate and monitor all sponsored research and consultancy projects obtained by the University and maintain all records of all moneys received thereof and their utilization;
- (l) he shall prepare the list of members of faculty and research scholars for grant of various research promotion allowances, incentives, and fellowships as may be prescribed by the Board of Management;
- (m) he shall plan, coordinate, and monitor the activities of co-curricular Students' Clubs and Chapters of the University as assigned by the Vice-Chancellor to promote research aptitude among the students;
- (n) he shall prepare the annual and/or supplementary budget for expenditures of recurring and non-recurring nature for all research related activities of the University and submit the same to the Finance Officer for scrutiny and inclusion in the budget of the University;
- (o) he shall have the powers to sanction expenditure up to sum a per annum as approved by the Vice-Chancellor chargeable to contingencies within the budgetary provision; and
- (p) he shall exercise such other powers and perform such other duties as may be prescribed by the Registrar, Vice-Chancellor or Board of Management from time to time.

16. Dean (Industry Interface). –

- (1) The Dean (Industry Interface), as referred to in clause (e) of sub-statute 2 of statute 5 of these Statutes, is a whole time Professor or Associate Professor of the University on additional duty, and shall be appointed by the Vice-Chancellor for such period on such terms and conditions as may be prescribed by the Board of Management.
- (2) The Dean (Industry Interface) shall have the following powers and perform the following duties, namely: –
 - (a) he shall plan, organize, and manage all matters related to pre-placement training for all students of the University;
 - (b) he shall be responsible for arranging and managing all activities related to in- or off-campus placement drives, industry internships, and practice school

programs for all registered students of the University and maintain all records thereof;

- (c) he shall organize and manage all matters related to summer internship programs of all students of the University and ensure their smooth conduction and timely evaluation;
- (d) he shall organize and manage all matters related to skill development programs and industrial training and visits for all students to improve their industry readiness;
- (e) he shall collect and maintain the records of students who have been successful in competitive examinations for higher studies and research in India or abroad;
- (f) he shall maintain the alumni database and manage all activities related to alumni of the University to promote close association with their alma mater;
- (g) he shall collect, analyze and interpret the feedbacks from the employers for suggesting improvements in teaching-learning process, curricula and syllabi;
- (h) he shall be responsible for providing up-to-date information with respect to training, placement, industry internship, practice school, higher studies, and alumni network as and when required by the Vice-Chancellor or other officers of the University;
- (i) he shall assist and co-work the Dean (Research and Consultancy) and Dean (Entrepreneurship and Innovation) for obtaining consultancy projects and sponsorships for conduction of conferences, seminars, workshops, student project and innovation competitions and such other activities from the industries in his contact;
- (j) he shall prepare the annual and/or supplementary budget for expenditures of recurring and non-recurring nature for all training, placement, and alumni related activities of the University and submit the same to the Finance Officer for scrutiny and inclusion in the budget of the University;
- (k) he shall have the powers to sanction expenditure up to sum a per annum as approved by the Vice-Chancellor chargeable to contingencies within the budgetary provision; and
- (l) he shall exercise such other powers and perform such other duties as may be prescribed by the Registrar, Vice-Chancellor or Board of Management from time to time.

17. Dean (Entrepreneurship and Innovation). –

- (1) The Dean (Entrepreneurship and Innovation), as referred to in clause (f) of sub-statute (2) of statute 5 of these Statutes, is a whole time Professor or Associate Professor of the University on additional duty, and shall be appointed by the Vice-

Chancellor for such period on such terms and conditions as may be prescribed by the Board of Management.

(2) The Dean (Entrepreneurship and Innovation) shall have the following powers and perform the following duties, namely: –

- (a) he shall be responsible for planning, organizing, and managing of all matters related to entrepreneurship awareness, training and development activities for all students of the University to build an eco-system in the University that promotes ideation, innovation, self-employment and employment generation;
- (b) he shall, with approval of the Vice-Chancellor, apply and obtain funds from various State and Central Government departments and agencies and maintain record of all expenditures thereof;
- (c) he shall arrange, organize and manage awareness camps, workshops, development programs, business planning and the like for all students interested to become entrepreneurs and maintain all records thereof;
- (d) he shall act as the head of the Innovation Council of the University and plan, organize, and manage various competitive activities like hackathons, ideathons, innovation challenges and the like and maintain all records thereof;
- (e) he shall collect and maintain the records of students who have become successful entrepreneurs and arrange interaction workshops with them to help students learn from their journey of entrepreneurship;
- (f) he shall collect, interpret and analyze the feedbacks from students, participants, resource persons etc., and suggest improvements in other curricular and co-curricular activities to help promote innovation;
- (g) he shall frame the policies and guidelines for allocation of space and other resources to incubatees in the Incubation Centre(s) established by the University with approval of the Board of Management and maintain all records thereof;
- (h) he shall prepare the annual and/or supplementary budget for expenditures of recurring and non-recurring nature for all entrepreneurship development and innovation related activities of the University and submit the same to the Finance Officer for scrutiny and inclusion in the budget of the University;
- (i) he shall have the powers to sanction expenditure up to sum a per annum as approved by the Vice-Chancellor chargeable to contingencies within the budgetary provision; and
- (j) he shall exercise such other powers and perform such other duties as may be prescribed by the Registrar, Vice-Chancellor or Board of Management from time to time.

18. Dean (Distance Education). –

- (1) The Dean (Distance Education), as referred to in clause (g) of sub-statute (2) of statute 5 of these Statutes, is a whole time Professor or Associate Professor of the University on additional duty, and shall be appointed by the Vice-Chancellor for such period on such terms and conditions as may be prescribed by the Board of Management.
- (2) The Dean (Distance Education) shall plan, arrange, monitor and manage all activities of all programmes leading to the award of a certificate, diploma, or degree offered by the University solely through distance education system.
- (3) The Dean (Distance Education) shall have the following powers and perform the following duties, namely: –
 - (a) he shall, with approval of the Academic Council of the University, frame the curricula and syllabi, course materials and fees and other related matters for distance learning centres;
 - (b) he shall arrange to design, develop and disseminate emerging technologies to all corners of the State in particular and the country in general;
 - (c) he shall coordinate with all departments of the University so as to extend the benefits of state-of-the-art technical education through distance modes and motivate the students towards continuing education;
 - (d) he shall arrange and be responsible for conduction of tutorials, summer or winter schools, short courses and the like for the students admitted under distance education system as per the requirements;
 - (e) he shall arrange and supervise recruitment, retention and outreach activities related to academic programmes offered through distance mode;
 - (f) he shall prepare the annual and/or supplementary budget for the distance education centres and submit the same to the Finance Officer for scrutiny and inclusion in the budget of the University;
 - (g) he shall be responsible for the fees collected, expenditures incurred and audit of the same with respect to the distance learning centres to the Vice-Chancellor;
 - (h) he shall have the powers to sanction expenditure up to sum a per annum as approved by the Vice-Chancellor chargeable to contingencies within the budgetary provision; and
 - (i) he shall exercise such other powers and perform such other duties as may be prescribed by the Registrar, Vice-Chancellor or Board of Management from time to time.

CHAPTER – III

THE AUTHORITIES OF THE UNIVERSITY

19. Authorities of the University. –

- (1) The following are the Authorities of the University as prescribed in Section 21 of the Act, namely: –
 - (a) The Board of Governors;
 - (b) The Board of Management;
 - (c) The Academic Council;
 - (d) The Board of Studies; and
 - (e) The Finance Committee.
- (2) The following shall be the other Authorities of the University under the provisions of clause (f) of Section 21 of the Act by these Statutes, namely: –
 - (a) The Examination Committee;
 - (b) The Conducting Board;
 - (c) The Research and Innovation Council;
 - (d) The Anti-Ragging Committee; and
 - (e) The Residence Committee:

Provided that, should there be any need in future to facilitate the works and smooth functioning of the University or to fulfill any statutory requirements prescribed by Regulatory Bodies, additional Committees or Cells or Divisions may be constituted from time to time by the Vice-Chancellor with approval of the Board of Management:

Provided further that, depending on the requirements, the Vice-Chancellor with approval of the Board of Management, may reconstitute, abolish or merge existing Committees or Cells or Divisions and revise their powers, functions and responsibilities.

20. The Board of Governors. –

- (1) The Board of Governors, as referred to in Section 22 of the Act, shall be the principal executive body and principal governing body of the University. It shall determine and frame the general policies to offer a transparent and effective governance in building and developing the University in accordance to its long-term vision and objectives.
- (2) The Board of Governors shall consist of the following members, namely: –
 - (a) The Chairman of the University who shall be the Chairman of the Board of

Governors;

- (b) The Vice-Chairman of the University;
 - (c) The Vice-Chancellor of the University;
 - (d) The Registrar of the University who shall be the *ex officio* Secretary of the Board of Governors;
 - (e) Five persons to be nominated by the Board of Trust who shall be eminent scholars, educationists, industrialists, technologists, artists, doctors, public servants or persons of repute;
 - (f) Two experts nominated by the State Government;
 - (g) One members of the Odisha Legislative Assembly nominated by the Speaker in consultation with the leader of the House and the leader of opposition;
 - (h) The Secretary to Government, Skill Development and Technical Education Department, who shall be the member *ex officio*;
 - (i) Two Deans of the University by rotation, to be nominated by the Chairman;
 - and
 - (j) One expert of Finance to be nominated by the Chairman.
- (3) The term of office of the nominated members shall be three years from the date of nomination and after expiration of the term one may be re-nominated for another term not exceeding three years.
- (4) The Chairman, may withdraw a nominated member before expiration of the term, if in his opinion there is a conflict of interest or the member is ineffective or causing obstructions in transact of business of the Board of Governors with *mala fide* or other intentions.
- (5) The Board of Governors shall exercise the following powers and perform the following functions, namely: –
- (a) to determine and lay down all policies to be pursued by the University and exercise general supervision and control of the functioning of the University;
 - (b) to review the policies and programmes of the University and suggest appropriate measures for effecting improvements and overall development of the University;
 - (c) to make new or additional Statutes and Rules or amend or repeal the earlier Statutes, and Rules in accordance to the provisions of Sections 31 to 34 of the Act;
 - (d) to review decisions of other authorities of the University and modify or revoke

the same if they are not in conformity with the provisions of the Act or the Statutes or the Rules made thereunder;

- (e) to appoint the Statutory Auditors of the University;
 - (f) to consider the Annual Report and the Annual Accounts together with the Audited Reports of the University;
 - (g) to consider and approve the Annual and/or Supplementary Budget of the University and render general advice on deployment and utilization of the funds;
 - (h) to confirm the actions of the Board of Management for conferment of Honorary Degrees and other Academic Distinctions as per provisions of sub-statute (1) of statute 36 of these Statutes;
 - (i) to examine, consider and approve other proposals and recommendations of the Board of Management of the University with or without modification;
 - (j) to advise on matters referred by the Board of Management, Vice-Chancellor or other authorities of the University;
 - (k) to advise on matters related to admission of students, existing and new courses of study and the fees thereof, the qualifications and requirements for the award of degrees, diplomas, certificates and other academic distinctions;
 - (l) to review the advice of the Visitor to the Chairman or Vice-Chairman, issued under sub-section (3) of Section 12 of the Act, and compliance thereof;
 - (m) to review the actions of the Vice-Chairman with respect to sub-section (4) of Section 15 of the Act;
 - (n) consider *suo motu* or on reference by other officers or authorities of the University any matter and recommend for such actions as it may deem necessary;
 - (o) to recommend to the Sponsoring body for voluntary liquidation of the University if such a situation arises making it impossible to continue smooth functioning of the University; and
 - (p) to take such decisions and perform such functions as deemed necessary in accordance to the objectives and powers of the University under the provisions of Sections 7 and 8 of the Act respectively.
- (6) The Chairman or Vice-Chairman may delegate such of their powers as deemed fit to the Vice-Chancellor or such other Officers of the University or Standing Committee or an *Ad hoc* Committee and the actions taken by them in exercise of powers so delegated shall be reported at the next meeting of the Board of Governors.

- (7) The meetings of the Board of Governors shall be convened at least twice a year in the following manner: –
- (a) The Registrar, except the first meeting of the Board of Governors, shall inform all members of the Board of Governors by giving not less than fifteen days notice indicating the date, hour and venue of the meeting;
 - (b) The Registrar shall issue a copy of the agenda set forth for the meeting and the business to be transacted thereat to every member not less than seven days before the date of the meeting. However, non-receipt of the agenda by any member shall not invalidate the proceedings of the meeting;
 - (c) On the requisition made in writing and signed by at least one-third of the members of the Board of Governors, the Chairman may convene a special meeting of the Board of Governors by giving a notice of three days;
 - (d) The Chairman may bring forward any business, which has not been placed on the agenda, if he considers that it requires such attention and such action by the Board of Governors;
 - (e) One-third of the total members of the Board of Governors present in office on the date of the meeting shall form the quorum, provided that the presence of the Chairman or the Vice-Chairman, the Vice-Chancellor, and the Registrar along with at least two persons nominated by the Sponsoring Body as per the provisions of sub-section (1) (d) of Section 22 of the Act, shall always be necessary to form the quorum for a meeting of the Board of Governors;
 - (f) If a quorum is not formed within thirty minutes of the appointed hour of the meeting, it shall stand adjourned to some other date and hour with the same agenda but a fresh notice shall be issued by the Registrar and the members present shall be competent to transact all the business of such adjourned meeting;
 - (g) At every meeting of the Board of Governors, the following shall be the usual order of business, namely: –
 - (i) ratification of the actions of the Chairman and Vice-Chairman taken in exercise of their powers as referred to in Sections 14 and 15 of the Act and as prescribed in statute 6 and 7 of these Statutes;
 - (ii) any motion for change in the order of business set forth on the agenda;
 - (iii) business brought forward by the members nominated by the Government;
 - (iv) business brought forward by the Chairman or Vice-Chairman, Board of Management, as also business remitted by the Vice-Chancellor;

- (v) business brought forward by the Academic Council;
 - (vi) business brought forward by the Finance Committee; and
 - (vii) business brought forward by other authorities or officers of the University;
- (h) It shall be competent for the Board of Governors to frame for the efficient conduct of the business or such standing orders as it may consider necessary. The Board of Governors shall have the power to modify the procedure of the meetings if it considers such modifications are necessary for the better transactions of the business;
- (i) As soon as it is convenient after each meeting, the Registrar shall prepare the minutes of the meeting, and after approval by the Vice-Chancellor and then the Chairman, send a copy thereof to all the members; and
- (j) Any recommendation or decision of the Board of Governors shall be given effect to only after approval of the Chairman in the consultation with the Vice-Chairman.
- (8) Notwithstanding with the provisions of sub-statute (6), the Board of Governors may constitute different sub-committees to look into and recommend on specific administrative or academic or financial or other matters of the University.
- (9) The Board of Governors shall look into compliance, accreditation, ranking, administrative, academic, financial or such other matters for effecting development and continued improvement in the quality of education and recognition of the University at the national or international level.
- (10) The Board of Governors shall exercise such other powers and perform such other functions as directed by the Sponsoring Body from time to time within the provisions of the Act and these Statutes or Ordinances thereunder.

21. The Board of Management. –

- (1) The Board of Management, as referred to in Section 23 of the Act, shall be an executive body reporting to the Board of Governors of the University, to primarily look into implementation of the general policies and procedures laid down by the Board of Governors and the operational aspects in accordance to the objectives of the University.
- (2) The Board of Management shall determine, frame, amend or repeal different rules and regulations in accordance to the policies laid down by the Board of Governors for transparent and effective governance of various activities based on the recommendations of other officers, authorities and committees of the University.
- (3) The Board of Management shall consist of the following members over and above

the provisions of sub-section (1) of Section 23 of the Act, namely: –

- (a) The Vice-Chancellor of the University who shall be the *ex officio* Chairman;
 - (b) The Registrar of the University who shall be the *ex officio* Secretary;
 - (c) The Finance Officer of the University;
 - (d) Two Members of the Board of Governors to be nominated by the Sponsoring Body;
 - (e) Three Deans of the University to be nominated by the Vice-Chancellor;
 - (f) Two Professors of the University to be nominated by the Vice-Chancellor; and
 - (g) Such other members as may be prescribed by the Board of Governors.
- (4) The term of office of the members nominated by the Vice-Chancellor shall be three years from the date of nomination and after expiration of the term one may be re-nominated for another term not exceeding three years.
- (5) The Vice-Chancellor, with approval of the Chairman of the University, may withdraw a nominated member before expiration of the term, if in his opinion there is a conflict of interest or the member is ineffective or causing obstructions in transact of business of the Board of Management with *mala fide* or other intentions.
- (6) The Board of Management shall exercise the following powers and perform the following functions, namely:–
- (a) to implement the general policies and procedures laid down by the Board of Governors and look into their implementation in the operational aspects of the University;
 - (b) to determine, frame and recommend new policies or amend or repeal of existing policies for different activities of the University for effecting improvements in operational efficiency;
 - (c) to determine, frame and recommend the Board of Governors in regard to establishment of new departments or centres in the University for offering new programmes and/or courses of studies by the University;
 - (d) to examine and frame policies related to admission of students to various courses of study and the fees thereof and requirements for the award of degrees, diplomas, certificates or other academic distinctions;
 - (e) to examine and approve the proposals of the Academic Council for conferment of Honorary Degrees and other Academic Distinctions and obtain confirmation of the Board of Governors before conferment of the same;
 - (f) to examine the recommendation of the Finance Committee in regard to various fees and caution moneys in accordance to the norms and guidelines prescribed

by the Regulatory Bodies;

- (g) to determine, plan and recommend creation or upgradation of infrastructure, laboratories, equipment and other facilities of the University;
 - (h) to determine, frame and recommend new policies or amend or repeal of existing policies for different welfare schemes for employees and students of the University;
 - (i) to advise actions for improvement of standards of teaching, examinations, research, extension and other academic matters of the University that as and when necessary;
 - (j) to examine the requirement of teachers, non-teaching technical staff, and other non- technical or support staff in different Schools, Departments or Centres and approve the criteria and selection process for the same;
 - (k) to exercise a closer supervision and control on regular functioning of various curricular, co-curricular, extra-curricular, and extension activities of the University;
 - (l) to exercise a closer supervision and control on various financial aspects and operations of the University and maintenance of proper financial discipline as per the Law and Government directives;
 - (m) to scrutinize, review and recommend for the Annual and/or Supplementary Budget of the University to the Board of Governors for approval;
 - (n) to examine and recommend the Annual Report, Action Taken Report and Audit Reports to the Board of Governors;
 - (o) to approve the Holiday List of the University to be recommended by the Vice-Chancellor;
 - (p) to establish and maintain cohesiveness, transparency, uniformity and effectiveness in implementation of the policies and smooth functioning of the University;
 - (q) to resolve any conflict inter-se between the officers, authorities, committees or cells of the University and ensure proper coordination between them;
 - (r) to consider *suo motu* or on reference by other officers or authorities of the University any matter and take such decisions or recommend for such actions as it may deem necessary; and
 - (s) to exercise such other powers and perform such other functions as prescribed by the Board of Governors from time to time;
- (7) The Board of Management may delegate such of its powers as deemed fit to the

Vice- Chancellor or such other Officers of the University or a Standing Committee or an *Ad hoc* Committee and the actions taken by them in exercise of powers so delegated shall be reported at the next meeting of the Board of Management.

- (8) The meetings of the Board of Management shall be convened at least eight times a year in the following manner: –
- (a) The Registrar, except the first meeting of the Board of Management, shall inform all members of the Board of Management by giving not less than seven days notice indicating the date, hour and venue of the meeting;
 - (b) The Registrar shall issue a copy of the agenda set forth for the meeting and the business to be transacted thereat to every member not less than three days before the date of the meeting. However, non-receipt of the agenda by any member shall not invalidate the proceedings of the meeting;
 - (c) On the requisition made in writing and signed by at least one-third of the members of the Board of Management, the Vice-Chancellor may convene a special meeting of the Board of Management by giving a notice of three days;
 - (d) The Vice-Chancellor or the nominated members from the Board of Governors may bring forward any business, which has not been placed on the agenda, if he considers that it requires such attention and such action by the Board of Management;
 - (e) One-third of the total members of the Board of Management present in office on the date of the meeting shall form the quorum, provided that the presence of the Vice-Chancellor and the Registrar along with at least one nominated member from Board of Governors shall always be necessary to form the quorum for a meeting of the Board of Management;
 - (f) If a quorum is not formed within thirty minutes of the appointed hour of the meeting, it shall stand adjourned to some other date and hour with the same agenda but a fresh notice shall be issued by the Registrar and the members present shall be competent to transact all the business of such adjourned meeting;
 - (g) At every meeting of the Board of Management, the following shall be the usual order of business, namely: –
 - (i) ratification of the actions of the Vice-Chancellor taken in exercise of their powers as referred to in section 16 of the Act and statute 8 of these Statutes;
 - (ii) any motion for change in the order of business set forth on the agenda;

- (iii) business brought forward by the nominated members from the Board of Governors;
 - (iv) business brought forward by the Vice-Chancellor of the University;
 - (v) business brought forward by the Academic Council;
 - (vi) business brought forward by the Finance Committee; and
 - (vii) business brought forward by other officers or authorities of the University;
- (h) It shall be competent for the Board of Management to frame for the efficient conduct of the business or such standing orders as it may consider necessary. The Board of Management shall have the power to modify the procedure of the meetings if it considers such modifications are necessary for the better transactions of the business;
- (i) All members of the Board of Management present in the meeting shall have the right to vote on any matter that requires a decision to be taken on majority;
- (j) As soon as it is convenient after each meeting, the Registrar shall prepare the minutes of the meeting, and after approval by the Vice-Chancellor, send a copy thereof to all the members; and
- (k) Any recommendation or decision of the Board of Management shall be given effect to only after approval of the Vice-Chancellor.
- (9) Notwithstanding with the provisions of sub-statute (7), the Board of Management may constitute different sub-committees to look into and recommend on specific administrative or academic or financial or other matters of the University.
- (10) The Board of Management shall look into all matters related to policies laid down by the Board of Governors as also all operational aspects or such other matters for effecting overall development and continued improvement in the quality of education and reputation of the University.
- (11) The Board of Management shall exercise such other powers and perform such other functions as prescribed by the Board of Governors time to time within the provisions of the Act and these Statutes or Ordinances thereunder.

22. The Academic Council. –

- (1) The Academic Council, as referred to in Section 24 of the Act, shall be the principal academic body in the University and shall coordinate all of the academic programmes and policies and make such regulations as may be required for maintenance of standards of instructions, research, education, examination and award of degrees within the University which shall come into force from the date the Board of Governors may direct.

- (2) The Academic Council shall consist of the following members, namely:–
- (a) The Vice-Chancellor of the University who shall be the *ex officio* Chairman;
 - (b) The Registrar of the University who shall be the *ex officio* Secretary;
 - (c) Director of each constituent institute of the University;
 - (d) The Controller of Examinations of the University;
 - (e) The Dean (Instruction) of the University;
 - (f) All other Deans of the University;
 - (g) All Heads of Departments and Centres of the University;
 - (h) Three Professors of the University to be nominated by the Vice-Chancellor;
 - (i) Four external educationalists of repute, not below the rank of Professor from outside the University, to be nominated by the Chairman;
 - (j) One member from the Industry, with not less than ten years of experience, to be nominated by the Vice-Chancellor;
 - (k) One alumni member, preferably with Ph.D., to be nominated by Vice-Chancellor;
 - (l) Up to two student members in each Academic Year based on their academic performance from UG and PG programmes of the University, preferably one boy and one girl, to be co-opted by the Vice-Chancellor; and
 - (m) Such other person(s) nominated by the Chairman;
- (3) The term of office of the nominated members shall be three years and after expiration of the term he may be re-nominated for another term not exceeding three years.
- (4) The Vice-Chancellor, with approval of the Chairman, may withdraw a nominated member before expiration of the term, if in his opinion there is a conflict of interest or the member is ineffective or causing obstructions in transact of business of the Academic Council with *mala fide* or other intentions.
- (5) The Academic Council shall exercise the following powers and perform the following functions, namely:–
- (a) to determine the courses of studies or programmes to be offered by the University and recommend the same to the Board of Management;
 - (b) to recommend the requirements for programmes or courses of study leading to the award of degrees, diplomas, certificates and other academic distinctions to be offered by the University;
 - (c) to recommend new programmes or courses of study to be introduced keeping in view the advancements in technology and the needs of the industry;

- (d) to determine and prescribe the qualifications for admission of students to various courses of studies and to research degrees and to the examinations and conditions under which exemptions may be granted;
- (e) to formulate and prescribe the academic policies, guidelines, rules and regulations in regard to all courses of studies offered by the University, to amend or repeal the same and to take decisions on all academic matters thereon commensurate to the norms of Government and/or Regulatory Bodies as applicable;
- (f) to scrutinize and approve the proposals with or without modification of the Boards of Studies with regard to the courses of study, curricula and syllabi and/or revisions thereof, instructional and examination arrangements, methods and procedures relevant thereto, provided that wherever the Academic Council differs on any proposal, it shall have the right to return the matter to the Board of Studies for reconsideration or reject the same with reasons thereof;
- (g) to conduct review of courses and programmes offered, structure and contents of curricula and syllabi and recommend modifications thereto for effecting improvement in quality of education and employment opportunities;
- (h) to determine the policies, guidelines, rules and regulations for scholarships, studentships, research assistantships or fellowships, and such aids to be granted by the University and recommend the same to the Board of Management for approval;
- (i) to approve the Annual Academic Calendar of the University and modification to the same due to unforeseen circumstances if any;
- (j) to recognize, subject to the approval of the Board of Management, the examinations of other recognized universities equivalent to the corresponding examinations of the University through the recommendation of an Equivalence Committee constituted by the Vice-Chancellor;
- (k) to approve the results of examinations recommended by the Conducting Board and analyze and interpret the performance of students and suggest modifications to the methods and procedures of examinations and/or evaluation wherever necessary for improvement of the same;
- (l) to approve the list of successful candidates who have completed the prescribed requirements for the award of degrees, diplomas, certificates, medals and prizes by the University;
- (m) to determine and propose the list of persons to the Board of Management for

- conferment of Honorary Degrees and other Academic Distinctions;
- (n) to consider the annual academic reports and make suggestions thereon to the Board of Management in regard to academic activities necessary to accelerate modernization and improvement of standards of education, innovation and research;
 - (o) to consider *suo motu* or on reference by other officers or authorities of the University any academic matter and forward its recommendations to the Chairman for such actions as it may deem necessary; and
 - (p) to exercise such other powers and perform such other functions as may be laid down or may be required from time to time by the Board of Governors, Board of Management, or the Vice-Chancellor.
- (6) The meetings of the Academic Council shall be convened at least twice a year in the following manner: –
- (a) the Registrar, except the first meeting of the first Academic Council, shall inform all members of the Academic Council by giving not less than fifteen days notice indicating the date, hour and venue of the meeting;
 - (b) the Registrar shall issue a copy of the agenda set forth for the meeting and the business to be transacted thereat to every member not less than seven days before the date of the meeting. However, non-receipt of the agenda by any member shall not invalidate the proceedings of the meeting;
 - (c) on the requisition made in writing and signed by at least one-third of the members of the Academic Council, the Vice-Chancellor may convene a special meeting of the Academic Council by giving a notice of one day;
 - (d) the Vice-Chancellor may bring forward any business, which has not been placed on the agenda, if he considers that it requires such attention and such action by the Academic Council;
 - (e) one-third of the total members of the Academic Council, including the Vice-Chancellor and the Registrar, with at least one of the external experts present in office on the date of the meeting shall form the quorum for a meeting of the Academic Council;
 - (f) if a quorum is not formed within thirty minutes of the appointed hour of the meeting, it shall stand adjourned to some other date and hour with the same agenda but a fresh notice shall be issued by the Registrar and the members present shall be competent to transact all the business of such adjourned meeting;

- (g) at every meeting of the Academic Council, the following shall be the usual order of business, namely: –
 - (i) ratification of the actions of the Vice-Chancellor taken in exercise of his powers as referred to in section 16 of the Act and prescribed in statute 8 of these Statutes;
 - (ii) any motion for change in the order of business set forth on the agenda;
 - (iii) business brought forward by the Vice-Chancellor as also business remitted by the Board of Governors and/or the Board of Management;
 - (iv) business forwarded by the Boards of Studies, Faculties, Schools, Departments and Centres;
 - (v) business brought forward by the members of the Academic Council; and
 - (vi) examination and confidential matters brought forward by the Controller of Examinations in absence of the student members.
 - (h) it shall be competent for the Academic Council to frame for the efficient conduct of the business or such standing orders as it may consider necessary. The Academic Council shall have the power to modify the procedure of the meeting if it considers such modifications are necessary for the better transactions of the business;
 - (i) as soon as it is convenient after each meeting, the Registrar in consultation with the Dean (Instruction) shall prepare the minutes of the meeting, and after approval by the Vice-Chancellor, send a copy thereof to all the members; and
 - (j) the Academic Council may constitute different sub-committees to look into and recommend on specific academic matters of the University.
- (7) the Academic Council shall look into such other matters related to academics as may be directed by the Board of Governors, Chairman, Vice-Chairman, or Board of Management time to time for effecting improvements in quality of education in the University.

23. The Board of Studies. –

- (1) The University shall have Board of Studies for each branch or discipline of study or branches of study as the Academic Council may decide, as referred to in sub-section (1) of Section 25 of the Act, or for each School, Department or Centre by these Statutes.
- (2) The Boards of Studies shall function as a subordinate of the Academic Council of the University and shall be responsible for framing of curricula and syllabi and implementation of the academic processes including instruction, practicals and

examination in all academic programmes offered by the University.

- (3) The Board of Studies of each School, Department or Centre shall consist of the following members, namely: –
 - (a) the Dean of the School or the Head of the Department or Centre who shall be the *ex officio* Chairman;
 - (b) all Professors of the School or Department or Centre;
 - (c) all Emeritus or Visiting Professors and Academic or Research Advisors of the University associated with the branches of study or the School, Department or Centre;
 - (d) two Associate Professors of the School, Department or Centre to be nominated by the Dean (Instruction);
 - (e) two Assistant Professors of the School, Department or Centre having at least five years of teaching experience in the Department or University to be nominated by the Dean (Instruction) on recommendation of the Dean of School or Head of the Department or Centre;
 - (f) two external experts, or one external expert per discipline wherever applicable, preferably of the rank of Professor from outside the University, to be nominated by the Vice-Chancellor;
 - (g) one external person having at least five years of experience from an Industry related to the branches of study as applicable, to be nominated by the Vice-Chancellor;
 - (h) one student or alumni member to be nominated by the Dean (Instruction) on recommendation of the Dean of School or Head of the Department or Centre;
- (4) The Vice-Chancellor may constitute Joint or Common Board of Studies taking members from amongst the members of other Boards of Studies for common curricula covering multiple branches of study or for common courses for all branches of study.
- (5) The term of office of the nominated members shall be three years and after expiration of the term he may be re-nominated for another term not exceeding three years.
- (6) The Vice-Chancellor, upon recommendation of Dean (Instruction) and with approval of the Chairman, may withdraw a nominated member before expiration of the term, if in his opinion there is a conflict of interest or the member is ineffective or causing problems in transact of business of the Board of Studies with *mala fide* or other

intentions.

(7) The Boards of Studies shall exercise the following powers and perform the following functions, namely: –

- (a) to frame the curriculum and syllabus for various courses as per the Academic Regulations keeping in view the objectives of the University and the national requirements for consideration and approval of the Academic Council;
- (b) to review existing curricula and syllabi of various courses and suggest revisions to the same based on advancements in technology and current and/or future needs of the industry for effecting excellence in education by the University;
- (c) to examine any proposal for introduction of any new programmes or interdisciplinary courses for the award of a degree, diploma or certificate and frame the eligibility criteria for admission of students and methods of conduction of admission tests as applicable for consideration of the Academic Council;
- (d) to review and suggest methodologies and improvements in teaching-learning processes in regard to lectures, laboratory practices, examination and assessment techniques for consideration of the Academic Council;
- (e) to review the question papers of various examinations conducted after the previous meeting and suggest changes to the pattern, style, or standard of questions and their marks for consideration of the Academic Council;
- (f) to analyze, interpret and review the results of the examinations and suggest methodologies in the teaching-learning practices, question paper setting and evaluation for effecting improvement to the same;
- (g) to analyze, interpret and review the research activities, publications, sponsored research and consultancy projects and their outcomes by the teachers, research scholars and students of the Department, and suggest necessary actions to be taken for effecting improvements the same;
- (h) to review and suggest creation or upgradation of infrastructure, laboratories, and other facilities for effecting improvement in academic, research, extension, and outreach activities of the Department;
- (i) to consider *suo motu* or on reference by other officers or authorities of the University any academic or co-curricular matter and forward its recommendations to the Vice-Chancellor for such actions as it may deem necessary; and
- (j) to exercise such other powers and discharge such other functions as assigned by the Academic Council or the Board of Management from time to time.

- (8) The meetings of the Boards of Studies shall be convened at least twice a year in the following manner: –
- (a) the Head of the Department, except the first meeting of the first Board of Studies, shall inform all members of the Board of Studies by giving not less than seven days notice indicating the date, hour and venue of the meeting;
 - (b) the Head of the Department shall issue a copy of the agenda set forth for the meeting and the business to be transacted thereat to every member not less than three days before the date of the meeting. However, non-receipt of the agenda by any member shall not invalidate the proceedings of the meeting;
 - (c) on the requisition made in writing and signed by at least one-third of the members of the Board of Studies, the Head of the Department may convene a special meeting of the Board of Studies by giving a notice of one day;
 - (d) the Head of the Department may bring forward any business, which has not been placed on the agenda, if he considers that it requires such attention and such action by the Board of Studies;
 - (e) one-third of the total members of the Board of Studies, including the Head of the Department, with at least one of the external members present in the meeting shall form the quorum for a meeting of the Board of Studies;
 - (f) if a quorum is not formed within thirty minutes of the appointed hour of the meeting, it shall stand adjourned to some other date and hour preferably within one week, with the same agenda and the members present shall be competent to transact all the business of such adjourned meeting;
 - (g) at every meeting of the Board of Studies, the following shall be the usual order of business, namely: –
 - (i) ratification of the actions of the Head of the Department or Centre taken in exercise of his powers prescribed in statute 31 of these Statutes;
 - (ii) any motion for change in the order of business set forth on the agenda;
 - (iii) business brought forward by the Dean (Instruction) as also business remitted by the Director, the Registrar, or the Vice-Chancellor;
 - (iv) business brought forward by the members of the Board of Studies;
 - (v) business brought forward by any teacher of the Department;
 - (vi) examination and confidential matters brought forward by the Controller of Examinations in absence of the student member.
 - (h) it shall be competent for the Board of Studies to frame for the efficient conduct of the business or such standing orders as it may consider necessary. The

Board of Studies shall have the power to modify the procedure of the meeting if it considers such modifications are necessary for the better transactions of the business;

- (i) as soon as it is convenient after each meeting, the Head of the Department shall prepare the minutes of the meeting, and after approval by the Dean (Instruction), send a copy thereof to all the members; and
 - (j) the Board of Studies may constitute different sub-committees for looking into and assist in specific academic matters of the Department and its programmes.
- (9) The Board of Studies shall look into such other matters of curricular or co-curricular nature as may be directed by other officers and/or authorities of the University from time to time for effecting improvements in academic quality of the University.

24. The Finance Committee. –

- (1) The Finance Committee, as referred to in Section 26 of the Act, shall be the principal financial body of the University to take care of the financial matters and shall, subject to the provisions of this Act, Statutes and the Rules, co-ordinate and exercise general supervision and control over the financial matters of the University, which shall come into force from the date the Board of Governors may direct.
- (2) The Finance Committee shall be the custodian of the Corpus Fund, General Fund, and Development Fund of the University as referred to in Sections 45 to 47 of the Act, and shall be responsible for management of the funds strictly in accordance to the policies, norms and guidelines laid down by the University.
- (3) The Finance Committee shall consist of the following members, namely: –
 - (a) The Vice-Chancellor of the University who shall be the *ex officio* Chairman;
 - (b) The Registrar of the University who shall be the *ex officio* secretary;
 - (c) The Finance Officer of the University;
 - (d) Two members of the Board of Management to be nominated by the Chairman; and
 - (e) Two Experts of financial matters to be nominated by the Chairman.
- (4) The term of office of the nominated members shall be three years and after expiration of the term he may be re-nominated for another term not exceeding three years.
- (5) The Vice-Chancellor, with approval of the Chairman, may withdraw a member before expiration of the term, if in his opinion there is a conflict of interest or the member is ineffective or causing problems in transact of business of the Finance Committee with *mala fide* or other intentions.

(6) The Finance Committee shall exercise the following powers and perform the following functions, namely:—

- (a) to determine and formulate the policies, guidelines, rules and regulations and processes for all financial matters of the University and make necessary revisions to the same as required with the approval of the Board of Governors;
- (b) to determine and recommend the fees for various courses of study including tuition fee, development fee, residential fees, examination fees in accordance with the norms and guidelines prescribed by the Regulatory Bodies and the amount of caution money to be collected by the different establishments of the University;
- (c) to determine and recommend the scheme for providing concession in various fees payable to the University by the students belonging to Scheduled Castes, Scheduled Tribes community, Economically Weaker Sections and Women from the State of Odisha after due verification of their Resident Certificate and Caste Certificate issued by the Government of Odisha;
- (d) to prepare the final draft of the Annual and/or Supplementary Budget of the University after due examination, consideration and inclusion of the proposals made by various departments, centres, offices, sections, and/or establishments and place it before the Board of Governors for approval;
- (e) to examine the proposal of borrowing funds and/or receiving donations or contributions from other institutions, agencies, or individuals and place its recommendations before the Board of Governors for approval;
- (f) to suggest ways and means of raising resources and observe economic or austerity measures for effecting a sound financial health of the University;
- (g) to determine the limits of the total recurring and non-recurring expenditures for each financial year based on the income and resources of the University and ensure that no expenditure is incurred in excess of the budget provisions;
- (h) to examine any proposal for any expenditure outside the budget provision and recommend to the Board of Governors for approval of the same with necessary justifications thereof;
- (i) to consider the final draft of annual accounts of the University prepared by the Finance Officer and place the same before the Board of Management along with the audit report thereon;
- (j) to call for such information and records from any department, office or section of the University or require their assistance for the purpose of examining and

scrutinizing the annual account;

- (k) to examine and recommend such other proposals as may be referred to it by other officers or authorities of the University for consideration of the Board of Governors;
- (l) to recommend appropriate deployment of funds for the specified purposes for the objectives and greater benefits of the University;
- (m) to watch the progress of all receipts and expenditures provided in the budget and make necessary recommendations to the Board of Governors for effecting improvements in financial health of the University;
- (n) to prepare such reports and such recommendations to the Board of Governors as may be necessary on the various financial matters of the University;
- (o) to consider and advise such other matters relating to finance of the University that may be referred to it by the Board of Governors; and
- (p) to exercise such other powers and perform such other functions as may be laid down or may be required from time to time by the Board of Governors.

25. The Examination Committee. –

- (1) There shall be an Examination Committee of the University as referred to in clause (a) of sub-statute (2) of statute 19 of these Statutes.
- (2) The Examination Committee shall be the principal body to coordinate, execute, monitor, and regulate all matters related to conduct of examinations and publication of results thereof for all programmes offered by the University.
- (3) The Examination Committee shall have the following members, namely:–
 - (a) The Vice-Chancellor of the University who shall be the *ex officio* Chairman;
 - (b) The Controller of Examinations of the University who shall be the *ex officio* Secretary;
 - (c) Director of each constituent institute of the University if any;
 - (d) The Assistant or Deputy Controller(s) of Examinations if any;
 - (e) The Dean (Instruction) of the University;
 - (f) The Dean (Student Affairs) of the University; and
 - (g) The Examination Coordinators chosen from amongst the teachers of each School, Department or Centre to be nominated by the Controller of Examinations;
- (4) The number of Examination Coordinators to be nominated from each School, Department or Centre shall be determined by the Controller of Examinations based on the number of students and/or programmes offered by the School, Department

or Centre.

- (5) The term of office of the nominated members shall be three years and after expiration of the term one may be re-nominated for another term not exceeding three years.
- (6) The Controller of Examinations, with approval of the Vice-Chancellor, may invite other Deans of the University and Heads of Departments and/or other senior teachers depending on such agenda and/or such action items to a meeting of the Examination Committee.
- (7) All members of the Examination Committee shall be responsible for maintaining full confidentiality and vigilance in all matters related to question paper setting and printing, conduction of examinations, evaluation, and result publication.
- (8) The Controller of Examinations, with approval of the Vice-Chancellor, may withdraw a nominated member before expiration of the term, if in his opinion there is a conflict of interest or the member is ineffective or causing obstructions in transact of business of the Examination Committee or willful leakage of any confidential information.
- (9) The Examination Committee shall have the following duties and responsibilities and perform the following functions, namely: –
 - (a) to determine, frame, amend or repeal the policies, guidelines, rules and regulations governing all matters related to registration, paper setting, examinations, evaluation, and publication of results for all programmes of the University;
 - (b) to scrutinize, alter and approve the appointment of paper setters and examiners for various examinations recommended by the Board of Studies, Dean of School, or Head of the Department or Centre, as the case may be;
 - (c) to determine and recommend procurement of various materials such as blank answer scripts, papers for printing of question papers, high-security pre-printed forms for printing of grade sheets, certificates, etc., and such other items and equipment required for execution of the examination processes;
 - (d) to examine and approve use of the infrastructure of the University for conduction of competitive examinations to be conducted by State or Central Government or any other local or national examination authority and make necessary arrangements for smooth conduction of such examinations;
 - (e) to determine and frame the schedules of various examinations in accordance to the academic calendar approved by the Academic Council;

- (f) to coordinate, supervise and monitor all examination processes to ensure smooth and fair conduction of examinations, timely evaluation and result publication;
 - (g) to consider the cases of indiscipline or malpractice in the examinations as reported by the Invigilators and Center Superintendent through the Controller of Examinations and award punishment as deemed fit which may be up to the extent of removal of culprit's name from the register of University;
 - (h) to analyze and interpret the results of each examination and prepare comparative statements thereof for reporting to the Board of Studies and Academic Council;
 - (i) to prepare the list of candidates for conferment of degrees, diplomas, or certificates after due verification of the results of the examinations and recommend the same to the Academic Council;
 - (j) to examine the remarks or suggestions of the Conducting Board, Board of Studies, Academic Council, Board of Management, or Board of Governors and take remedial steps as deemed fit;
 - (k) to examine and address grievances of any student regarding registration, examination, evaluation and results and take appropriate decision in accordance to the rules and regulations of the University; and
 - (l) to discharge such other duties and perform such other functions as may be prescribed by the Vice-Chancellor from time to time.
- (10) The meetings of the Examination Committee shall be convened at least thrice a semester (i.e., not less than six times a year), provided that the Controller of Examinations, with the approval of the Vice-Chancellor, may call for a meeting as and when required.
- (11) The Controller of Examinations shall issue a copy of the agenda set forth for the meeting and the business to be transacted thereat to every member not less than seven days before the date of the meeting. However, non-receipt of the agenda by any member shall not invalidate the proceedings of the meeting.
- (12) The Vice-Chancellor shall preside over all the meetings of the Examination Committee, and in his absence, either the Registrar or a senior Professor of the University nominated by the Vice-Chancellor shall preside over the meeting.
- (13) The Controller of Examinations, with approval of the Vice-Chancellor, may delegate an Assistant or Deputy Controller of Examinations to act as the Secretary in a meeting in case he is unable to remain present in office on the date and hour of the

meeting.

- (14) One-third of the total members, including the nominated members, present in office on the date and hour of the meeting shall form the quorum for a meeting of the Examination Committee provided that presence of the Controller of Examinations or an Assistant or Deputy Controller of Examinations shall be necessary to form the quorum.
- (15) As soon as it is convenient after each meeting, the Controller of Examinations shall prepare the minutes of the meeting, and after approval by the Vice-Chancellor, send a copy thereof to all the members.

26. The Conducting Board. –

- (1) There shall be a Conducting Board of the University as referred to in clause (b) of sub-statute (2) of statute 19 of these Statutes.
- (2) The Conducting Board shall be the principal body to monitor the conduct of examinations and to analyze the performance of students in the examinations.
- (3) The Conducting Board shall have the following members, namely: –
 - (a) The Dean (Instruction) of the University who shall be the Chairman;
 - (b) The Controller of Examinations who shall be the Convener;
 - (c) The Assistant or Deputy Controller(s) of Examinations (if any) who shall be the *ex officio* Secretary;
 - (d) The Dean (Student Affairs) of the University;
 - (e) The Deans of Schools of the University;
 - (f) The Heads of Departments or Centres; and
 - (g) Two senior Professors of the University having different specialization to be nominated by the Vice-Chancellor; and
 - (h) Special invitee(s) as per requirement for expert opinion.
- (4) The term of office of the nominated members shall be three years and after expiration of the term one may be re-nominated for another term not exceeding three years.
- (5) All members of the Conducting Board shall be responsible for maintaining full confidentiality all matters related to evaluation, tabulation and result publication.
- (6) The Dean (Instruction), with approval of the Vice-Chancellor, may withdraw a nominated member before expiration of the term, if in his opinion there is a conflict of interest or the member is ineffective or causing obstructions in transact of business of the Conducting Board or willful leakage of any confidential information.
- (7) The Conducting Board shall have the following duties and responsibilities and

perform the following functions, namely: –

- (a) to monitor the conduct of all examinations and scrutinize the question pattern, evaluation process, and the results in each course of such examinations conducted;
 - (b) to scrutinize and examine the marks awarded in each course to ensure rational, uniform and fair evaluation of the answer scripts by all examiners as per the model answer and evaluation scheme;
 - (c) to examine the question papers of courses to determine presence of any question(s) that are out of syllabus, ambiguous, erroneous, confusing or has incomplete data and consider modification of the marks awarded as deemed fit by expert opinion;
 - (d) to pass the results of End Semester, Annual or Supplementary Examinations;
 - (e) to analyze and interpret the results and recommend remedial measures such as changes in question pattern or evaluation process, conduct of re-examination in one or more courses etc., for consideration of the Examination Committee;
 - (f) to recommend award of punishment for any malpractice or indiscipline by any candidate or remedial action for any negligence or lack of vigilance by any Invigilator during conduct of any examination; and
 - (g) to discharge such other duties and perform such other functions as may be prescribed by the Vice-Chancellor from time to time.
- (8) The Conducting Board shall meet before the publication of results of each End Semester, Annual or Supplementary Examination and the final results passed by the Conducting Board with modifications if any, will be published after the approval of the Vice-Chancellor.
- (9) One-third of the total members, excluding the special invitees, shall form the quorum for a meeting of the Conducting Board, provided that presence of the Dean (Instruction) and the Controller of Examinations or an Assistant or Deputy Controller of Examinations shall be necessary to form the quorum.
- (10) The decisions taken by the Conducting Board shall be recorded and signed by all members present and shall be preserved in the confidential file by the Controller of Examinations. Any other recommendations by the Conducting Board shall be confidentially communicated to the concerned persons by the Controller of Examinations as applicable.

27. The Research and Innovation Council. –

- (1) There shall be a Research and Innovation Council of the University as referred to in clause (c) of sub-statute (2) of statute 19 of these Statutes.
- (2) The Research and Innovation Council shall be the principal body to promote conduct of advanced research in the University with a larger holistic vision and monitor all of the research and innovation activities by the teachers and students of the University.
- (3) The Research and Innovation Council shall have the following members, namely: –
 - (a) The Vice-Chancellor of the University who shall be the Chairman;
 - (b) The Dean (Research and Consultancy) of the University who shall be the Convener;
 - (c) The Dean (Entrepreneurship and Innovation) of the University who shall be the Co-Convener;
 - (d) Director of each constituent institute of the University;
 - (e) The Dean (Instruction) of the University;
 - (f) The Dean (Student Affairs) of the University;
 - (g) The Dean (Industry Interface) of the University;
 - (h) Two Experts or Researchers of repute from outside the University to be nominated by the Chairman;
 - (i) Two senior Professors of the University to be nominated by the Vice-Chancellor; and
 - (j) Special invitee(s) as per requirement for expert opinion.
- (4) The term of office of the nominated members shall be three years and after expiration of the term one may be re-nominated for another term not exceeding three years.
- (5) The Vice-Chancellor, with approval of the Chairman, may withdraw a nominated member before expiration of the term, if in his opinion there is a conflict of interest or the member is ineffective in transact of business of the Research and Innovation Council.
- (6) The Research and Innovation Council shall have the following duties and responsibilities and perform the following functions, namely: –
 - (a) to determine and formulate policies, guidelines, and rules and regulations for conduct of advanced scientific research in cutting edge technologies and execution of consultancy projects in the University;
 - (b) to determine and formulate policies, guidelines, and rules and regulations for

- Master's by Research, Ph.D. and Post-Doctoral programmes offered by the University and recommend the same to the Academic Council for approval;
- (c) to review progress, quantity and quality of research and consultancy works and look into matters related to execution of all Master's by Research, Ph.D. and Post-Doctoral programmes in the University;
 - (d) to facilitate and promote a sustainable culture of research and innovation among the teachers, research scholars, and students of the University;
 - (e) to recommend to the library of the University for provisioning of e-resources such as e-journals, e-books, and other reference materials required for conduct of research and consultancy in the University;
 - (f) to coordinate and monitor research activities within or across disciplines with an objective to enhance the quantity and quality of publications by the teachers, research scholars, and students of the University;
 - (g) to examine and approve proposals for entering into agreements and memoranda of understanding with other institutes and universities for promoting collaborative research and development activities;
 - (h) to provide necessary guidance for submission of proposals to external agencies for funded research and render advice in matters related to industry sponsored research and consultancy projects;
 - (i) to recommend appropriate measures to improve the quality benchmark in regard to research and publication as also filing of patents and registration of designs;
 - (j) to protect the Intellectual Property Rights created by the University and create an awareness among the stakeholders for the same;
 - (k) to examine any issues related to scientific misconduct, publication ethics or plagiarism and recommend remedial actions to be taken by the Board of Management;
 - (l) to create awareness on entrepreneurship among the students and create a start-up ecosystem in the University for promotion of innovation;
 - (m) to review the activities of the Innovation Council of the University, examine the outcomes thereof and render necessary advice for effecting improvements;
 - (n) to coordinate and manage the incubation and/or innovation centres, makers' spaces as also creation and upgradation of advanced research facilities in the University;
 - (o) to constitute separate sub-committees whenever necessary to look into and

recommend on specific matters related to research, consultancy, entrepreneurship and innovation activities of the University; and

- (p) to discharge such other duties and perform such other functions as may be prescribed by the Vice-Chancellor or Board of Management from time to time.
- (7) The meetings of the Research and Innovation Council shall be convened at least twice a year, provided that the Vice-Chancellor may call for a meeting as and when required.
- (8) The Vice-Chancellor shall preside over all the meetings of the Research and Innovation Council, and in his absence, either the Registrar or a senior Professor of the University nominated by the Vice-Chancellor shall preside over the meeting.
- (9) One-third of the total members, including the nominated members, present in office on the date and hour of the meeting shall form the quorum for a meeting of the Research and Innovation Council provided that the presence of either Dean (Research and Consultancy) or Dean (Entrepreneurship and Innovation) shall be necessary to form the quorum.
- (10) As soon as it is convenient after each meeting, the Dean (Research and Consultancy) and the Dean (Entrepreneurship and Innovation) shall jointly prepare the minutes of the meeting, and after approval by the Vice-Chancellor, send a copy thereof to all the members.

28. The Anti-Ragging Committee. –

- (1) There shall be an Anti-Ragging Committee of the University as referred to in clause (d) of sub-statute (2) of Section 19 of these Statutes.
- (2) The Anti-Ragging Committee shall be the principal body of the University to ensure compliance to the anti-ragging regulations prescribed by UGC and AICTE, as also the guidelines of Regulatory Bodies or Laws in this regard prescribed from time to time.
- (3) The Anti-Ragging Committee shall have the following members, namely:–
 - (a) The Vice-Chancellor of the University who shall be the Chairman;
 - (b) The Registrar of the University;
 - (c) The Dean (Student Affairs) of the University who shall be the Convener;
 - (d) One Representative of NGO or Societal Organization of repute working in youth activities to be nominated by the Chairman;
 - (e) One Parent Representative to be nominated by the Vice-Chancellor;
 - (f) One Media Representative to be nominated by the Registrar; and
 - (g) Two Members of Faculty (male) to be nominated by the Vice-Chancellor;

- (h) Two Members of Faculty (female) to be nominated by the Vice-Chancellor;
 - (i) The Faculty In-Charge of Students' Residences of the University;
 - (j) The Inspector-In-Charge of the nearest Police Station; and
 - (k) The Secretary General of the Students' Council.
- (4) The term of office of the nominated members shall be three years and after expiration of the term one may be re-nominated for another term not exceeding three years.
- (5) The Vice-Chancellor, with approval of the Chairman, may withdraw a nominated member before expiration of the term, if in his opinion there is a conflict of interest or the member is ineffective or causing obstructions in transact of business of the Anti-Ragging Committee.
- (6) The Anti-Ragging Committee shall have the following duties and responsibilities and perform the following functions, namely: –
- (a) to create awareness about the Prohibition and Eradication of Ragging Act and the related regulations prescribed by UGC and AICTE and punishments thereof among the students of the University;
 - (b) to prohibit, prevent and eliminate the source of ragging including any conduct by any student or group of students whether by words spoken or written or by any physical act or combination thereof which has the effect of teasing, treating or handling with rudeness a fresher or any other student of the University;
 - (c) to prohibit undisciplined activities by any student or group of students which causes or may cause physical or mental hardship, emotional or psychological imbalance or a sense of fear in any fresher or any other student of the University;
 - (d) to determine and frame policies and guidelines for prevention and eradication of ragging in any form inside or outside the premises of the University by any student or group of students against any other student or group of students of the University;
 - (e) to ensure strict implementation of the Anti-Ragging policies of the University and spread awareness among the students regarding the same through display boards, banners, seminars and such from time to time;
 - (f) to determine and frame procedures for fearless reporting of any incident of ragging or attempt of ragging to the appropriate authority through phone, email or personally in verbal or written form, and methods of providing comfort and sense of security to the victim(s);

- (g) to review, analyze and interpret the investigation reports of any incident of ragging and the disciplinary actions taken thereafter by the authorities and officers of the University in compliance to the appropriate laws in force;
 - (h) to recommend revisions or improvements to the anti-ragging policies and procedures related to incidence reporting and methodologies of investigation and disciplinary actions thereof to ensure ragging-free environment in the University at all times; and
 - (i) to discharge such other duties and perform such other functions as may be prescribed by the Registrar, Vice-Chancellor or Board of Management from time to time.
- (7) The meetings of the Anti-Ragging Committee shall be convened at least once a year, provided that the Vice-Chancellor may call for a meeting as and when required.
 - (8) The Vice-Chancellor shall preside over all the meetings of the Anti-Ragging Committee, and in his absence, either the Registrar or a senior Professor of the University nominated by the Vice-Chancellor shall preside over the meeting.
 - (9) One-third of the total members, including the nominated members, present in office on the date and hour of the meeting shall form the quorum for a meeting of the Anti-Ragging Committee provided that presence of the Registrar and the Dean (Student Affairs) shall be necessary to form the quorum.
 - (10) As soon as it is convenient after each meeting, the Dean (Student Affairs) in consultation with the Registrar shall prepare the minutes of the meeting, and after approval by the Vice-Chancellor, send a copy thereof to all the members.

29. The Residence Committee. –

- (1) There shall be a Residence Committee of the University as referred to in clause (e) of sub-statute (2) of statute 19 of these Statutes.
- (2) The Residence Committee shall be the principal body to plan, coordinate, monitor and manage all facilities related to lodging and boarding of the students of the University.
- (3) The Residence Committee shall have the following members, namely:–
 - (a) The Dean (Student Affairs) of the University who shall be the Chairman;
 - (b) The Faculty In-Charge of the Students' Residences of the University who shall be the Convener;
 - (c) The Faculty Coordinators of each Boys' and Girls' Residences;
 - (d) Four Members of Faculty of the University to be nominated by the Registrar;

and

- (e) Special invitee(s) as per requirement.
- (4) The term of office of the nominated members shall be three years and after expiration of the term one may be re-nominated for another term not exceeding three years.
- (5) The Dean (Student Affairs), with approval of the Registrar, may withdraw a nominated member before expiration of the term, if in his opinion there is a conflict of interest or the member is ineffective or causing obstructions in transact of business of the Residence Committee.
- (6) The Residence Committee shall have the following duties and responsibilities and perform the following functions, namely:–
 - (a) to determine, frame, amend or repeal the policies, guidelines, rules and regulations governing all matters related to application, allotment, renewal and withdrawal of accommodation of students in the Students' Residences of the University;
 - (b) to create awareness in regard to the rules and regulations among the residents through notices, display boards, banners and such other means from time to time;
 - (c) to exercise general vigilance of the Residences that includes surprise visits from time to time to ensure a disciplined and peaceful coexistence without any discrimination between them by caste, creed, religion or economic status and maintain a harmonious environment conducive to academics and research;
 - (d) to ensure cleanliness and hygiene of the rooms, common areas, wash rooms and other amenities of the Residences at all times and promote a sense of cleanliness and hygiene among the residents;
 - (e) to ensure availability of first-aid and commonly used medicines used for minor ailments and issue the same to any resident as necessary and prompt arrangement of medical assistance in case of any emergency;
 - (f) to determine and recommend for procurement of various materials such as beds, mattresses, study tables, chairs and such other items and equipment required for smooth running the Residences at all times;
 - (g) to initiate, monitor and review maintenance of all furniture, water supply and sanitary systems, electrical fittings and accessories, Wi-Fi internet facilities, fire-fighting systems etc., of all Residences;
 - (h) to ensure prohibition of consumption of alcohol or drugs or such other

substances in the Residences and possession of any prohibited items or arms or weapons by any resident that may cause disturbance or fear among other residents;

- (i) to liaison with the parents and/or guardians of the residents and keep them informed about the activities and academic progress of their ward from time to time.
 - (j) to conduct investigation into any incidence of indiscipline or unruly behavior by any resident or group of residents *suo motu* or upon report and recommend appropriate disciplinary action against the culprit(s) as per the rules of the University;
 - (k) to assess the damage, if any, caused to any property or asset of the Residences by any resident and recommend the amount of penalty to be imposed and/or punishment to be awarded which may be up to expulsion from the Residence;
 - (l) to co-work with the members of Anti-Ragging Committee to ensure a ragging free environment in all Boy's and Girl's Residences of the University at all times;
 - (m) to plan, organize and conduct various sports, recreational, cultural and such events for the residents from time to time to enhance the staying experience of the residents; and
 - (n) to discharge such other duties and perform such other functions as may be prescribed by the Registrar, Vice-Chancellor or Board of Management from time to time.
- (7) The meetings of the Residence Committee shall be convened at least twice a semester (i.e., four times a year), provided that the Dean (Student Affairs) may call for a meeting as and when required.
- (8) The Dean (Student Affairs) shall preside over all the meetings of the Residence Committee, and in his absence, either the Faculty In-Charge of Students' Residences or a senior Professor of the University nominated by the Dean (Student Affairs) shall preside over the meeting.
- (9) One-third of the total members, excluding the special invitees, present in office on the date and hour of the meeting shall form the quorum for a meeting of the Residence Committee provided that presence of the Faculty In-Charge of Students' Residences of the University and at least one Faculty Coordinator from the Boys' or Girls' Residences shall be necessary to form the quorum.
- (10) As soon as it is convenient after each meeting, the Faculty In-Charge of Students'

Residences shall prepare the minutes of the meeting, and after approval by the Dean (Student Affairs), send a copy thereof to all the members.

CHAPTER – IV

SCHOOLS, DEPARTMENTS OR CENTRES FOR STUDIES

30. Schools of Studies. –

- (1) As per the object of the University referred to in clause (g) of Section 7 of the Act and clause (a) of sub-statute (1) of statute 3 of these Statutes, the University may establish such Schools of studies as recommended by the Academic Council with the approval of the Board of Management and Regulatory Bodies as applicable.
- (2) Each of such Schools of studies shall, subject to control of Academic Council, be responsible for the co-ordination of study and research in the branches of disciplines coming under its purview and shall be headed by a Dean as prescribed in Section 17 of the Act.
- (3) Each Dean of a School is a whole time Professor or Associate Professor of the School on additional duty, and shall be appointed by the Vice-Chancellor for such period under such terms and conditions as may be prescribed by the Board of Management.
- (4) When the office of the Dean of a School is vacant or when the Dean is unable to perform the duties for whatsoever reason, the Vice-Chancellor with approval of the Board of Management, may appoint another Professor or Associate Professor for the purpose.
- (5) The Dean of a School shall be responsible for the conduct of programmes offered and quality of teaching and research in the school.
- (6) The duties and responsibilities of the Dean of a School shall be same as the duties and responsibilities of a Head of a Department or as prescribed by the Registrar, Vice-Chancellor or Board of Management from time to time.

31. Departments or Centres of Studies. –

- (1) The Departments or Centres of Studies of the University, as referred to in sub-statute (13) of statute 2 of these Statutes, shall be the primary units of education, research, consultancy and administration and shall carry on programmes of teaching and research and extension education in a specific domain of knowledge.
- (2) The Vice-Chancellor, with approval of the Board of Management may restructure, merge or abolish an existing Department or create new Departments for effecting

improvements in delivery of courses of studies and/or administration of the activities of the University.

- (3) Each Department or Centre shall be headed by a Head of the Department or Centre, who is a whole time Professor or Associate Professor of the department on additional duty, and shall be appointed by the Vice-Chancellor for such period under such terms and conditions as may be prescribed by the Board of Management.
- (4) The Head of the Department or Centre shall be responsible for conduct of programmes offered by the University and quality of teaching and research in the Department or Centre.
- (5) Every Head of the Department or Centre shall have the following powers and perform the following duties, namely: –
 - (a) he shall be responsible for all operational aspects in regard to academic planning, teaching and research of the department;
 - (b) he shall be responsible for maintaining discipline among the teachers, staff and students of the department;
 - (c) he shall be the reporting authority and exercise overall administration on all teachers, non-teaching technical and other staff of the department, and shall be responsible to the Controller of Examinations, Deans, Director, Registrar and Vice-Chancellor for the organization of all operations of the department;
 - (d) he shall be responsible to ensure proper conduction and delivery of all academic programmes of the department and promote quality of teaching, research, consultancy, and laboratory development and related activities;
 - (e) he shall act as the Chairman of the Board of Studies of the department and shall initiate its meetings for framing or revision of curricula and syllabi as per the Academic Regulations of the University;
 - (f) he shall act as the *ex officio* Secretary of the Selection Committee constituted by the Vice-Chancellor for selection of teachers of the concerned Department or Centre;
 - (g) he shall plan and coordinate conduction of workshops, seminars, conferences, short-term programs and similar events for upliftment of the academic quality and competency of the department;
 - (h) he shall prepare and maintain all records pertaining to the department required for various compliance or accreditation and such other processes in coordination with other members of faculty and officers of the University;
 - (i) he shall collect and interpret the feedbacks on teachers and non-teaching

technical staff of the department with respect to their effectiveness in the teaching-learning processes, and take appropriate action for effecting improvements in quality of academics in the department;

- (j) he shall address any grievances of students, parents or guardians, teachers and non- teaching technical staff of the department as per the rules and regulations of the University and escalate the same to higher authorities if required;
 - (k) he shall coordinate with the Deans, Director, Registrar, Controller of Examinations, Vice-Chancellor, and other officers of the University and arrange for provision of facilities necessary for carrying out teaching and research activities by members of the department in accordance with the approved programmes;
 - (l) he shall determine the number of teachers and non-teaching technical staff required for the academic load of the upcoming semester or year well in advance and submit the same to the Dean (Instruction) to place the same before the Vice-Chancellor to initiate the recruitment process;
 - (m) he shall determine the number of classrooms, laboratories, furniture and fittings, equipment and consumables for the academic activities of the upcoming semester or year well in advance and submit the same to the Vice-Chancellor for initiating appropriate action;
 - (n) he shall prepare the annual and/or supplementary budget of the department and submit the same to the Finance Officer for scrutiny and inclusion in the budget of the University;
 - (o) he shall be responsible for distribution of expenditures of departmental funds for purchase of consumables, laboratory and/or workshop materials, equipment or instruments and shall be the custodian of all departmental properties and assets;
 - (p) he shall have the powers to sanction expenditure up to sum a per annum as approved by the Vice-Chancellor chargeable to contingencies within the budgetary provision; and
 - (q) he shall exercise such other powers and perform such other duties as may be prescribed by the Controller of Examinations, Deans, Director, Registrar, Vice-Chancellor or Board of Management from time to time.
- (6) Notwithstanding with sub-statute (3), the Vice-Chancellor at his discretion may appoint a Professor or Associate Professor of another Department or Centre to act

as the Head of the said Department or Centre for such period as may be prescribed:

Provided that, the person so appointed under sub-statute (6) shall have all powers, duties and responsibilities of a Heads of the Department or Centre except the financial powers.

- (7) The Vice-Chancellor, in consultation with the Deans, Registrar, and Board of Management, may change the Head of a Department or Centre at any time if the functioning or discipline of the Department is not found to be satisfactory.

32. Central Facilities.–

- (1) The Central Facilities of the University, which will be under the administrative control of the Vice-Chancellor, shall include the following, namely: –
- (a) Workshop;
 - (b) Central Library;
 - (c) Computer Facilities;
 - (d) Internet and Wi-Fi Facilities;
 - (e) Sports and Recreation Facilities;
 - (f) Transport Facility; and
 - (g) Such other Central Facilities created by the University with approval of the Board of Management from time to time.
- (2) Each Central Facility shall be managed by a Faculty In-Charge who is a whole time teacher of the University on additional duty and shall be appointed by the Vice-Chancellor for such period on such terms and conditions as prescribed by the Board of Management.
- (3) The duties and responsibilities of the Faculty In-Charge shall be same as the Head of a Departments or Centre as described in these Statutes or as prescribed by the Vice-Chancellor or Board of Management.
- (4) Depending on the requirements for smooth functioning of the Central Facilities, the Vice- Chancellor may appoint additional teachers as Faculty Co-ordinators for any facility for such period on such terms and conditions as prescribed by the Board of Management.
- (5) The Faculty Co-ordinators shall assist the Faculty In-Charge in day-to-day operations and administration of the activities of the facility and they shall have such duties and perform such functions as directed by the concerned Faculty In-Charge.
- (6) The Vice-Chancellor, in consultation with the Deans, Registrar, and Board of Management, may change the Faculty In-Charge at any time if the functioning of operations of the facility is not found to be satisfactory.

CHAPTER – V

EMPLOYEES AND TEACHERS OF THE UNIVERSITY

33. Employees of the University. –

- (1) Every employee of the University, as referred to in clause (n) of Section 2 of the Act, that includes teachers and other non-teaching, administrative and support staff, shall be appointed under a written contract in accordance to the policies, procedures and service conditions prescribed by the University and shall be governed by the same until they are under the employment of the University.
- (2) Recruitment of employees shall be conducted with such remuneration as prescribed by the Board of Governors in accordance to the norms and guidelines of the Regulatory Bodies, laws of State or Central Government as applicable, and the policies in force concerning equal employment opportunity and affirmative action:

Provided that, any other allowances and benefits paid to any employee as a part of the remuneration shall be as approved by the Board of Governors in consideration to the needs of the employees and financial health of the University.
- (3) Unless expressly provided for to the contrary, an employee's time shall be wholly at the disposal of the University which shall be competent to employ him in any manner required without payment of any additional remuneration, whether the services required of him are such would ordinarily entitle him to such remuneration from the University or not.
- (4) Any employee of the University may receive any prize, award or reward from any Government, public or private organization or enterprise in recognition of his artistic, athletic, academic or scholastic achievements without prior permission of the University.
- (5) The University shall constitute for the benefit of its employees such provident or pension fund and provide such insurance schemes as deemed fit and disburse them in such manner as prescribed by the Board of Governors.
- (6) The University may also constitute such welfare schemes from time to time for benefit and improvement of lifestyle of its employees as deemed fit and implement them in such manner as prescribed by the Board of Management.
- (7) The confirmed or permanent employees of the University shall be entitled to gratuity including death gratuity in accordance to the provisions of Payment of Gratuity Act, 1972 and amendments thereof from time to time:

Provided that, the none of the above provisions shall be applicable to the temporary or casual workers or persons employed by vendors or contractors or

consultants or likewise, who may be engaged at the University on a contingent basis for a specific purpose.

34. Teachers of the University. –

- (1) The teachers of the University, as referred to in clause (zb) of Section 2 of the Act, are the Professors, Associate Professors, Assistant Professors, Lecturers, or such other persons appointed for imparting instruction or training or conducting or supervising research in the Schools, Departments and Centres of Studies of the University.
- (2) In addition to the positions mentioned in sub-section (1), the University may appoint teachers further designated as Emeritus, Adjunct, Visiting, Senior, Junior and such other qualifiers as approved by the Board of Management from time to time.
- (3) The teachers of the University shall be selected from amongst the shortlisted candidates who fulfill the minimum educational qualification and experience as prescribed by the Regulatory Bodies and norms of the University.
- (4) The candidates shall be examined by a Selection Committee constituted by the Vice-Chancellor consisting of internal and external experts wherever necessary, having adequate domain expertise as per the requirements and in accordance to the norms of the University.
- (5) The selection process may comprise of verification of qualifications and experiences, written tests, personal interviews. demonstration of teaching abilities and conducting experiments and such other means of evaluation as deemed fit by the Selection Committee:

Provided that, being selected or recommended by the Selection Committee shall not entitle any candidate to claim a right of appointment in the University as a teacher.

- (6) Notwithstanding with the terms or tenure of appointment, the duties and responsibilities of a teacher shall include the following, namely: –
 - (a) to impart instruction, teaching and training as per the academic curriculum and of the University and assess the progress of learning of the students from time to time;
 - (b) to be available for doubt clearing or providing further assistance to students for better understanding and assimilation of topics taught in the class or laboratories;
 - (c) to participate in conduct of examinations processes including question paper setting, invigilation, evaluation, scrutinization etc., as may be assigned from

time to time;

- (d) to coordinate and co-work with other teachers of the University for smooth conduction of all academic, cocurricular and extracurricular activities of the University;
 - (e) to promptly extend assistance to the administration for maintenance of discipline among the students whenever required;
 - (f) to participate in Seminars, Conferences, Workshops and such other developmental activities and disseminate the acquired knowledge for academic growth;
 - (g) to assist in planning and organization of Seminars, Conferences, Workshops and such other developmental activities to be conducted in the University;
 - (h) to conduct research in frontier areas of knowledge and cutting-edge technologies for enhancing the intellectual properties generated by the University;
 - (i) to obtain and conduct sponsored research, industrial consultancy and other projects from various Government or Private funding agencies;
 - (j) to guide student projects and supervise Master's or Ph.D. level research and develop laboratories for the purpose.
 - (k) to participate in student development activities including planning, coordination, administration, and management of co-curricular and extracurricular activities;
 - (l) to participate in administration and control of one or more facilities, establishments, clubs or cells of the University;
 - (m) to participate as members in various committees or sub-committees constituted by the Officers or Authorities of the University and perform the functions as assigned;
 - (n) to collect and maintain various records and files concerning academic, cocurricular, extracurricular and other activities of the Department or the University as assigned by the Head of the Department or other Officers of the University required for different accreditation and approval processes; and
 - (o) to have such other responsibilities and perform such other functions that may be assigned by the Officers and Authorities of the University from time to time.
- (7) Every teacher appointed by the University shall abide by the code of conduct and other rules and regulations of the University and shall commit to give the best of their efforts for advancement of academics and research and development in the

University.

- (8) The Vice-Chancellor may permit a teacher to take up consultancy work for a Government, public or private organization or enterprise on such terms and conditions as prescribed by the Board of Management, provided that it does not interfere or affect the duties and responsibilities assigned to him by the University.
- (9) Every teacher of the University shall be assessed by the students for their teaching effectiveness through a confidential Students' Feedback System at the end of each semester for the subjects taught and laboratories conducted.
- (10) The performance of every teacher of the University shall also be assessed through an appraisal process at least once a year or as prescribed by the Board of Management.

CHAPTER – VI

INSTITUTION OF DEGREES AND DIPLOMAS

35. Award of Degrees and Diplomas

The University shall, subject to the conditions laid down by the Board of Governors, award the following degrees, namely: –

- (a) Doctor of Philosophy (Ph.D.);
- (b) Master of Technology (M.Tech.);
- (c) Master of Technology (M.Tech.) by Research;
- (d) Master of Computer Applications (MCA);
- (e) Master of Science (M.Sc.);
- (f) Master of Science (M.Sc.) by Research;
- (g) Bachelor of Technology (B.Tech.); and
- (h) Such other Doctor of Philosophy, Master's Degrees, Bachelor's Degrees, Diplomas or Certificates as may be determined by the University from time to time:

Provided that, the University may award the above degrees further qualified with Honours, Major, Minor, Specialization and/or Distinction in recognition of a higher level of academic or interdisciplinary competency to the candidates who have fulfilled the requirements laid down by the Academic Council and approved by the Board of Governors:

Provided further that, the Board of Governors may revise the requirements or re-nomencate or repeal any of the above qualifiers of any degree upon recommendation of the Academic Council or due to revisions or amendments issued by the Regulatory Bodies.

36. Honorary Degrees. –

- (1) The Board of Governors shall have power to confer Honorary Degrees and other Academic Distinctions on the recommendations of the Board of Management on persons, who by virtue of their eminence and attainments or contributions to the cause of learning and science or their established position in the world are fit and proper persons to receive Doctor of Science (D.Sc.), Doctor of Literature (D. Litt.), or such other Honorary Degrees as may be recommended by the Academic Council from time to time.
- (2) All proposals for the conferment of Honorary Degrees shall be made to the Academic Council, and if accepted, it shall be placed before the Board of Management for approval and then submitted to Board of Governors for confirmation.
- (3) Honorary Degrees shall be conferred only at Convocation and may be taken in person or in absentia.
- (4) The person on whom an Honorary Degree is to be conferred shall be presented to the Visitor by the Vice-Chancellor.
- (5) The certificate for an Honorary Degree shall be signed by the Chairman.

37. Pre-Conditions for Award of Degrees and Diplomas. –

- (1) Degrees shall be awarded to only such candidates who have successfully completed the prescribed academic requirements as per the regulations of the University provided that the candidate:
 - (a) has not been convicted in any Court of Law;
 - (b) has a good moral and ethical character; and
 - (c) is not a mental patient.
- (2) In case a candidate is declined for award of a degree due to any pre-condition mentioned above, he can appeal to the Chairman for consideration. The Chairman shall examine the same in consultation with the Vice-Chancellor and/or other officers of the University and the decision given by the Chairman shall be final and binding for all.
- (3) If the Chairman has declined the appeal for award of a degree after due enquiry of the case, the same cannot be challenged in any Court of Law.

38. Convocation. –

- (1) There shall ordinarily be one convocation held during the year for the purpose of conferring and awarding all degrees, diplomas, medals and awards.

- (2) The date and hour of Convocation shall be decided after consultation with the Visitor, and shall be notified well in advance of the date and hour of Convocation to all concerned.
- (3) The Visitor, when present, shall preside at the Convocation as per sub-section (2) of Section 12 of the Act.
- (4) In absence of the Visitor, the Chairman and in his absence the Vice-Chairman shall preside at the Convocation (refer sub-section (3) and sub-section 4(a) of Section 6).
- (5) The Vice-Chancellor may, with the prior approval of the Chairman, invite a distinguished person to address the Convocation as the Chief Guest.
- (6) The Vice-Chancellor may, with the prior approval of the Chairman, invite some distinguished persons from the City, State, Country, or abroad to witness the Convocation.
- (7) The candidates for the Degrees and Diplomas shall register for admission to the Convocation in the prescribed form with the requisite fees as may be decided by the Board of Management not less than fifteen clear days before the date fixed for the Convocation. No person shall be admitted to a Convocation who has not registered for the same with the fees paid to the University.
- (8) The Candidates for the different Degrees, Diplomas, Medals, and Awards who have registered for admission into the Convocation, shall wear the Academic Robes prescribed by the Board of Management and assemble in the space set apart for the purpose on the date at least one hour before the appointed hour.
- (9) The Visitor, Members of Board of Governors, Members of Board of Management, Vice- Chancellor, Registrar, Director, Deans, Members of the Academic Council shall wear the Academic Robes prescribed by the Board of Management and assemble in the space set apart for the purpose at the appointed hour.
- (10) The stage and/or space shall be so arranged that:—
 - (a) the first row will be occupied by the Visitor, Chairman, Vice-Chairman, Vice-Chancellor, Chief Guest, Director and the Registrar;
 - (b) the second row will be occupied by the members of the Board of Governors and the Board of Management; and
 - (c) subsequent rows will be occupied by the members of the Academic Council.
- (11) Ordinarily, the degrees shall be conferred on presentation at the convocation in the following order, namely:—
 - (a) Honorary Degrees in the order determined by the Chairman;

- (b) Doctoral Degrees in the order determined by the Vice-Chancellor;
- (c) Medals in the order determined by the Vice-Chancellor;
- (d) Awards in the order determined by the Vice-Chancellor.
- (e) Master's Degrees in the order determined by the Vice-Chancellor;
- (f) Bachelors' Degrees in the order determined by the Vice-Chancellor;
- (g) Diplomas in the order determined by the Vice-Chancellor; and
- (h) Certificates in the order determined by the Vice-Chancellor.

39. Conferment of Degrees and Medals. –

- (1) Recipients of Doctoral Degrees, Master's Degrees, Medals and Awards instituted by the University shall be awarded by the Vice-Chancellor to the candidates in person or in absentia.
- (2) All other degrees, diplomas, and certificates shall be conferred to the recipients in person or in absentia, faculty-wise or in such other manner as may be determined by the Vice-Chancellor, and the same shall be distributed by either through the respective Deans of Schools or Heads of Departments or Centres as may be determined by the Vice-Chancellor.

40. Distribution of Degrees and Diplomas. –

- (1) Notwithstanding the provision of these Statutes, the Board of Management may decide with the prior approval of the Visitor that no Convocation shall be held in any year in which case the Degrees and Diplomas shall be distributed to the candidates through the respective Deans of Schools or Heads of Departments or directly by the Registrar or as directed by the Board of Management.
- (2) On application of a candidate, the Degree or Diploma may be sent by registered post in the manner and on payment of such fees as may be decided by the Board of Management, and in such case, the University shall not be liable for any loss, misdelivery, delay or damage to the Degree or Diploma in the course of transmission by post.

41. Withdrawal of Degrees, Diplomas and Certificates. –

- (1) The University on recommendation of the Academic Council and with the approval of the Board of Management can withdraw the degree, diploma, certificate, or any other academic distinction awarded to a candidate, provided it is conclusively established and proved that the candidate to whom it was awarded:–
 - (a) was involved in criminal activities and was convicted by law;

- (b) had gained admission to a course using forged, false or manipulated documents and/or misleading declarations;
- (c) was involved in gross misconduct in any University Examination;
- (d) has tampered with the transcripts, degrees, diplomas, and certificates awarded by the University;
- (e) had made use of forged, false or manipulated documents for any other purpose in the University;
- (f) was involved in gross professional misconduct amounting to abuse of the Degree or Certificate awarded by the University;
- (g) has caused irreparable damage to the reputation and prestige of the University; and
- (h) any other misdemeanor considered as tantamount to gross misconduct by the Academic Council and the Board of Management:

Provided that no such withdrawal of Degree, Diploma or Certificate shall be made without giving the person concerned an opportunity of showing the cause against the proposed action and of being heard by the Board of Management:

Provided further that, any person aggrieved by an order as aforesaid may, within thirty days of the communication of the order, prefer an appeal for revocation of the withdrawal before the Chairman, whose decision shall be final and binding for all.

- (2) If the Chairman has declined the appeal for revocation of the withdrawal of the degree after due enquiry of the case, the same cannot be challenged in any Court of Law.

CHAPTER – VII

MISCELLANEOUS

42. Admission of Students. –

- (1) Admission of students to various programmes offered by the University leading to the award of a Degree, Diploma, or Certificate shall be in accordance to the provisions laid down under section 35 of the Act:

Provided that, in the absence of norms and guidelines by the concerned Regulatory Body for any programme, the Academic Council of the University shall determine and formulate the norms and guidelines in regard to qualifying examinations, basis of merit in those examinations, considerations for achievements in cocurricular or extracurricular activities, conduction of entrance tests and/or

personal interviews and criteria for exemption for students seeking admission into that programme offered by the University:

Provided further that, in case of vacancies in any programme of the University due to non-availability of the reserved category of students as specified in sub-section (4) of Section 35 of the Act, the University may admit students from unreserved categories to fill up those vacancies either from a merit-based waiting list or through spot admission as per the norms and guidelines laid down by the Academic Council:

Provided also that, the admission procedures for exchange students, if any, between the University with any other university in India or abroad, shall be in accordance to the norms and guidelines laid down by both the universities.

- (2) All students admitted into academic programmes of the University shall be governed by the rules and regulations prescribed by the University and any amendments or modifications thereto from time to time until they leave the University.

43. Fees and Scholarships. –

- (1) The course fees for various programmes offered by the University shall be in accordance to the provisions laid down under section 36 of the Act.
- (2) The Board of Management, upon recommendation of the Finance Committee, may revise the fee structure for different programmes of the University and such revisions shall be applicable from the commencement of the next academic year.
- (3) The charges applicable for accommodation in the residences, consumption of food in the Canteens and Food Courts, usage of transportation facilities and other amenities of the University and membership in various students' clubs or societies or chapters shall be as prescribed by the Board of Management from time to time.
- (4) Refund of course fees already paid by any student, who is voluntarily leaving the University or due to death or expulsion from the University on disciplinary grounds in the middle of a programme, either full or a part thereof after deduction of administrative charges if any, shall be made as prescribed by the Board of Management.
- (5) The Board of Management, upon recommendation of the Academic Council, shall prescribe the norms and guidelines for grant of scholarships, studentships, research assistantships or fellowships, and such other financial aids to the students of the University.
- (6) The Board of Management, on recommendation of the Vice-Chancellor, may

approve a reduction or waiver of any fee or charge to any student of the University.

44. Students' Council. –

- (1) There shall be a Students' Council in each constituent institute of the University.
- (2) The Students' Council shall be a general body of students comprising of such number of members that is in appropriate ratio for representing the entire community of students as per the norms prescribed by the University.
- (3) The members of the Students' Council shall be chosen through election, selection, nomination, or a combination of these, provided that the eligibility criteria for candidature shall be as per the norms prescribed by the University from time to time.
- (4) The Students' Council shall have the following duties and responsibilities, namely:–
 - (a) to act as a bridge between the administration and the students community and shall work for coordination, cooperation, and communication with the administration in the interest of general well-being of the students;
 - (b) to plan, organize, conduct various cultural, cocurricular and extracurricular events of various clubs and societies under the direction, supervision and control of the concerned Faculty In-Charge and/or Faculty Coordinator;
 - (c) to provide additional volunteers for smooth conduction of various cocurricular and extracurricular activities in the University;
 - (d) to carry out other activities as assigned under the leadership of a Secretary General and various other Secretaries and Office bearers for different clubs or societies as may be prescribed by the University;
 - (e) to provide mentorship and study guidance to juniors and arrange conduction of evening tutorial or bridge or preparatory classes for slow learners;
 - (f) to promote and motivate students to become socially responsible and involve in development activities for larger benefit of the society;
 - (g) to assist the administration to maintain discipline and order to ensure a ragging-free, peaceful, and harmonious campus life in the institute free from any discretion in regard to caste, creed, gender or economic status; and
 - (h) to assist the administration in such events or such activities as may be required by the Officers and Authorities of the University from time to time.
- (5) The Dean (Student Affairs), with approval of the Registrar or Vice-Chancellor as applicable, may withdraw any member of the Students' Council on account of indiscipline or inactivity or unsatisfactory performance at any point of time.
- (6) If the position of any member in the Students' Council falls vacant due to any

reason, the Dean (Student Affairs) in consultation with the Registrar or Vice-Chancellor as the case may be, may nominate another student or conduct a by-election for that position.

45. Disciplinary Proceedings. –

- (1) Maintenance of discipline at all times by all employees and students of the University shall be of prime importance in the University.
- (2) Any misappropriation, attempt or incidence of ragging or harassment, indecent or inappropriate behaviour towards women, possession of any prohibited item, misconduct and misuse of the properties and such other actions that violates the rules and regulations of the University by any person shall invite disciplinary proceedings.
- (3) The Disciplinary Committee shall comprise of the following, namely: –
 - (a) The Registrar of the University, who shall be the Chairman;
 - (b) Two Deans of the University nominated by the Vice-Chancellor;
 - (c) The Head of the Department or Centre to which the accused belongs;
 - (d) Two senior teachers of the University nominated by the Registrar; and
 - (e) Other invited members as per requirement.
- (4) Upon report of any indiscipline by any teacher or employee or student of the University, the Registrar shall promptly initiate the meeting of the Disciplinary Committee.
- (5) One-third of the total members, including the nominated members, shall form the quorum for a meeting of the Disciplinary Committee, provided that presence of the Registrar, one Dean and the concerned Head of the Department shall be necessary to form the quorum.
- (6) The Committee shall look into the matter and as soon as it is convenient shall submit the proceedings to the Vice-Chancellor along with recommended action to be taken against the culprit in accordance to the rules and regulations of the University.
- (7) The Vice-Chancellor, with approval of the Board of Management wherever required, shall take such disciplinary action within seven days against the culprit as deemed fit.

46. Right to Appeal. –

- (1) Any employee or student aggrieved by an order as aforesaid may, within fifteen days of the communication of the order, may prefer to place an appeal before the

Vice-Chancellor through the Registrar.

- (2) If the appellant is not satisfied with the decision of the Vice-Chancellor, then he may further appeal to the Board of Management within fifteen days of such decision made by the Vice-Chancellor.
- (3) If the appellant is still not satisfied with the decision of the Board of Management, then he may further appeal to the Board of Governors within thirty days of such decision made by the Board of Management, whose decision shall be final.

47. Other Provisions. –

- (1) Wherever the Chairman is satisfied that the application and operation of any provision contained in these Statutes or any other Rules and Regulations of the University causes undue hardship in any particular case, he may dispense with or relax the requirements of such provision to such extent and subject to such conditions as may be considered necessary to deal with the case in a just and equitable manner.
- (2) In case any provision in these Statutes is silent on any particular point or case or issue, the Chairman or Vice-Chairman may supplement the provision by issuing such administrative instructions not inconsistent with the provisions of the Act and these Statutes, provided that such instructions shall not constitute a precedent.
- (3) Any Officer of the University, with approval from the Chairman or Vice-Chairman as applicable, may delegate his powers to any other Officer or Person, under his control or otherwise, within the provisions of the Act and these Statutes, subject to the condition that the overall responsibility for the exercise of the powers so delegated shall continue to vest in the Officer delegating such powers.
- (4) These Statute shall receive such fair, broad and liberal construction and interpretation as will best ensure the attainment of the objectives of the University according to its true intent, meaning and spirit.
- (5) No suit, prosecution or any other legal proceedings shall lie against the University or for any act or omission or inadvertent commission of any Officer, Authority, Board, Committee or Cell or Employee of the University in the exercise of their powers and performance of their functions under the provisions of these Statutes or Rules made thereunder, provided that such act or omission or inadvertent commission was actuated by good faith and intent.
- (6) The University shall have a logo and a common seal to be used for the purposes of the University, designs of which shall be as approved by the Board of Governors,

subject to further changes in its design as deemed necessary from time to time.

- (7) The University may make and use such Flag, Anthem, Insignia, Emblem, and such other symbolic or graphic expressions or abbreviations or likewise for such purposes as deemed necessary from time to time, provided that they are not of such nature that are not permitted by the Regulatory Bodies or State or Central Government.

48. Interpretation. –

- (1) If any conflicting arguments arise due to the interpretation of statements contained in these Statutes, first the Board of Management and then the Board of Governors shall attempt to address the same on a case-by-case basis.
- (2) If required, the Board of Governors may refer the same to the State Government for a decision and the decision thereon given by the State Government shall be final.
- (3) The Board of Governors, with the prior approval of the State Government, may make new or additional Statutes or amend or repeal the Statutes or make alterations or modifications to any part of these Statutes.

By order of the Board of Governors