

**Uttar Pradesh Shasan
Pravidhik Shiksha Anubhag-1**

In pursuance of the provisions of clause (3) of Article 348 of the Constitution of India, the Governor is pleased to order to publication of the following English translation of notification no. 4174/Sixteen-1-2015-03(3)/2014 dated November 27, 2015

NOTIFICATION

No- 4174/Sixteen-1-2015-03(3)/2014

Lucknow: Dated November 27, 2015

In exercise of the power under section 30 read with section 29 of The Uttar Pradesh Madan Mohan Malaviya University of Technology Act, 2013 (U.P.Act no. 22 of 2013) the Governor is pleased to make the following the first Statutes for Madan Mohan Malaviya University of Technology, Gorakhpur:

**The Uttar Pradesh Madan Mohan Malaviya University of Technology, Gorakhpur
FIRST STATUTES, 2015**

CHAPTER-1 PRELIMINARY	
<i>Short title and commencement Sec. 30 (1)</i>	1- (1) These Statutes may be called the Madan Mohan Malaviya University of Technology, Gorakhpur. First Statutes, 2015. (2) They shall come into force with effect from the date of their publication in the Gazette.
<i>Definitions</i>	2-(1)In these Statutes, unless the context otherwise requires (a) 'Act' means the Uttar Pradesh Madan Mohan Malaviya University of Technology Act, 2013 as amended from time to time. (b) 'Section' means a section of the Act. (c) 'University' means the Madan Mohan Malaviya University of Technology, Gorakhpur. (3) Words and expression used in these Statutes but not defined but defined in the Act shall have the same meaning respectively assigned to them in the Act.
CHAPTER-2 OFFICERS OF THE UNIVERSITY	
<i>Other powers of the</i>	3-(1) The Chancellor may, while considering any matter referred to him under Section 38, call for such documents or information from

<p><i>Chancellor Sec 10(5)</i></p>	<p>the University or parties concerned, as he may deem necessary and in any other case, may call for any document or information from the University.</p> <p>(2) Where the Chancellor calls for any document or information from the University under sub statutes (1), it shall be duty of the Vice-Chancellor to ensure that such document or information is promptly supplied to him.</p> <p>(3) If in the opinion of the Chancellor, the Vice-Chancellor or any other Officer of the University willfully omits or refuses in carrying out the provisions of the Act. or abuses the powers vested in him and if it appears to the Chancellor that the continuance of such officer in the office is detrimental to the interests of the University, the Chancellor may, after making such inquiry as he deems proper, by order, remove the said Officer in cases where he himself is the appointing authority or where the State Government is the appointing authority, direct such authority to remove such officer.</p> <p>(4)The Chancellor shall have power to suspend such Officer during the pendency or in contemplation of any enquiry referred in sub statutes (3).</p>
<p><i>Other powers of the Vice Chancellor Sec. 12(8)</i></p>	<p>4(1) The Vice-Chancellor shall have the powers:-</p> <ul style="list-style-type: none"> (a) to call for such documents and information from any section or unit of the University in respect of any matter connected with teaching, examinations, research, finance, establishment, estate or any other matter affecting the functioning of the University; (b) to call for such documents and information from any section or unit of the University in respect of any matter connected with teaching, examinations, research, finance, establishment, estate or any other matter affecting the functioning related to the objectives of the University; (c) to organize and re-organize the sections, departments and units of the University and to allocate and assign the work to employees, officers and teachers of the University in order to maintain the confidentiality or to bring the necessary swift and efficiency as he may consider fit and necessary for achieving objectives of the University; (d) to consider appeals of students on compassionate grounds under special situations; (e) to assign additional responsibilities other than provided in the Act, to the teachers/officers/staff for achieving the objectives of

	<p>University and assist in its functioning. He shall also have authority to withdraw responsibilities/authority from any teacher/officer/staff any time even before completion of stipulated term of office, in case he feels that the concerned is unable to contribute fairly in the objectives and functions of the University.</p> <p>(2) The Vice Chancellor shall be the appointing authority for all the positions in the University for which selection committees are not chaired by him. He shall have powers to consider and approve/reject the recommendations of the selection committee constituted as prescribed by the Board of Management for the said position. The rejection of the recommendations of the selection committee shall have to be assigned specific reason for doing so.</p> <p>(3) In case of emergency situations the Vice Chancellor may make short term appointment for a period not exceeding six months at a time, of such persons as he may consider necessary for the proper functioning of the University on such honorarium as may be fixed by the Board of Management.</p> <p>(4) The Vice Chancellor shall have powers to grant approval to the proposals related to all academic, research, extension, students and other activities for attainment of objectives of the University.</p>
<p><i>The Pro-Vice Chancellor Sec [13]</i></p>	<p>5. Exercise such powers and perform such functions as provided in sub section 4 of section 13.</p>
<p><i>The other powers and functions of the Controller of Finance [Sub Sec. (7) of section 16]</i></p>	<p>6-(1) Besides the functions provided in the Act, the Controller of Finance shall</p> <p>(a) prepare the Annual Accounts and the Budget of the University and present them to the Board of Management after its approval by the Finance Committee;</p> <p>(b) ensure that the limits fixed by the Finance Committee for recurring and non-recurring expenditure for the year do not exceed the respective pre-specified values, and the money is spent for the purposes for which it has been granted or allotted.</p> <p>(c) keep a constant watch on the cash, and the bank balance and investments;</p> <p>(d) watch the progress of collection of the revenue and advise on methods of collection .</p> <p>(e) to report to the Board of Management about all contracts as</p>

	<p>may be determined by the Board of Management;</p> <p>(f) ensure that the funds of the University which were required to be invested are done in a manner which shall benefit the University.</p> <p>(g) ensure that the register of the buildings, land, furniture and equipments are maintained up-to-date and the stock checking thereof is being conducted in the University annually;</p> <p>(h) probe into any unauthorized expenditure or other financial irregularities and suggest appropriate disciplinary action to competent authority against person(s) at fault;</p> <p>(i) call from any office of the University, any information or reports that are considered necessary for the performing his functions;</p> <p>(j) call for the information or report from any school/unit/department of the University with regards to financial matter or otherwise which are considered necessary for the purpose of performance of his duties;</p> <p>(k) advise in any financial matter either suo motu or on his advice being sought for;</p> <p>(l) perform such other functions as may be assigned to him by the Vice Chancellor or may be laid down by the Ordinances and Regulations made thereunder;</p> <p>(m) arrange for the conduction of Audit by the external agency as per provisions of the Act, and</p> <p>(2) The Controller of Finance shall be the drawing and disbursing Officer of the University funds.</p> <p>(3) The Controller of Finance shall take part in the proceedings of the Board of Management but shall not vote.</p> <p>(4) The Controller of Finance shall be responsible for the preparation of annual accounts of the University and other actions upon it as prescribed by sec. 37 of the Act.</p> <p>(5) The Controller of Finance shall facilitate and ensure compliance of any directions by the State Government regarding special audits.</p> <p>(6) The Controller of Finance shall maintain the special funds created in the University like alumni fund, Student Welfare Fund, Talent Incentive Scheme and any other special fund set up by the Board of Management in order to ensure that their accounts are maintained and that the said money is utilised for the purposes for which the funds were created.</p>
--	---

	<p>(7) The Controller of Finance, subject to the provisions of the Act and Statutes, exercise disciplinary control over all employees in the audit and account section of the University and shall supervise their work and suggest disciplinary action against the persons at fault to the Vice Chancellor.</p> <p>(8) The Controller of Finance shall manage the continuous internal audit of the accounts of the University and shall pre-audit such bills as may be required in accordance with any standing orders in that behalf.</p> <p>(9) Any receipt given by the Controller of Finance or by a person duly authorized in this behalf by the Board of Management shall be sufficient for the payments of money to the University.</p> <p>(10) When the office of the Controller of Finance is vacant or when the Controller of Finance is on leave by reasons of illness, absence or due to any cause is unable to perform the duties of his office, the duties of the office of Controller of Finance shall be performed by an officer nominated by the Vice Chancellor for this purpose.</p>
<p><i>The Deans Sec.(14)</i></p>	<p>7(1) Under the provisions of section 14 of the Act, the following shall be declared to be the Deans of the University and work under direct superintendence of the Vice Chancellor.</p> <ul style="list-style-type: none"> (a) the Dean of Faculty Affairs; (b) the Dean of Student Affairs; (c) the Dean of Post Graduate Studies and Research and Development; (d) the Dean of Under Graduate Studies and Entrepreneurship; (e) the Dean of Planning, Resource Generation and Alumni Relations <p>The Vice Chancellor may create any other position of Dean or modify the domains of aforesaid Deans with the approval of the Board of Management.</p> <p>(2) For All Deans at the University</p> <ul style="list-style-type: none"> (a) The Dean shall be appointed amongst the Professors in the University by the Vice Chancellor to exercise such powers and perform such duties as may be laid down in Ordinances. Provided that when the office of the Dean is vacant or when the Dean is by reason of illness or absence or any other cause, unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice Chancellor

	<p>may appoint for the purpose.</p> <p>(b) In case of non-availability of a suitable candidate to act as the Dean the Vice Chancellor may fill the position by assigning the task to any other Dean or appoint an Associate Professor as Dean (In-charge) to carry out the usual responsibilities of the Dean. In case of non availability of any suitable candidate as stated above, the Vice Chancellor may assign responsibility to some other teacher as adhoc arrangement.</p> <p>(c) The teacher who is appointed as Dean shall act as the Dean in addition to his own regular duties and is entitled for honorarium, facilities and privileges as provisioned by the Board of Management but the same shall not be precondition.</p> <p>(d) The term of office of the Dean shall be two years unless determined earlier by the Vice Chancellor or his retirement whichever is earlier. Vice Chancellor may remove a Dean even before completion of the term, if he feels that the respective is unable to fairly contribute in achieving the objectives and functioning of University. No person shall continue to be the Dean after he/she has ceased to hold the post by virtue of which he came to hold the office of the Dean or after the date of superannuation.</p>
<p><i>The Registrar (See. 15)</i></p>	<p>8(1) The Registrar shall be appointed as such terms and condition laid down by ordinances.</p> <p>(2) Subject to the provisions of the Act and these statutes and the control of the Vice Chancellor and the Board of Management the duty of the Registrar shall be;</p> <p>(a) to ensure the safe custody of the University records and the common seal of the University and also to authenticate records on behalf of the University in respect of matters administrative, academic, legal, or any other matter on which the Chancellor or Vice Chancellor of the University may so direct;</p> <p>(b) to act as the custodian of all the properties of the University unless otherwise provided for by the Board of Management. He shall be responsible for proper maintenance and up keeping of properties and assets of the University;</p> <p>(c) to prepare and submit of the University's Annual Report described under Section 36 of the Act;</p> <p>(d) to issue notices for convening the meetings of the Board of Management and Academic Council of which he acts as secretary,</p>

	<p>and also the meetings of other bodies created by the Board of Management under section 23 of the Act and shall cause the minutes of all such meetings to be kept;</p> <p>(e) to conduct all the official correspondence on behalf of the University as may be decided by the Board of Management and the Vice Chancellor;</p> <p>(f) to carry out the orders of various authorities of the University for which he shall be duly empowered;</p> <p>(g) to represent the University in suits or proceedings by or against the University, with the prior approval of the Vice Chancellor and the Board of Management and to sign legal documents, and to verify pleadings thereof;</p> <p>(h) to ensure that selection procedure in respect of the post of the University are carried out diligently and as per these statutes.</p> <p>(i) to keep the Chancellor/ Vice Chancellor of the University apprised of all significant legal proceedings in respect of the University from time to time and shall be bound to place before the Board of Management all such information as may be necessary for transaction of its business;</p> <p>(j) to carry out the directions of the Vice Chancellor and the Board of Management and to report compliance thereof to the Vice Chancellor or the Board of Management as the case may be.</p> <p>(k) to ascertain that the affairs of the University are being conducted as per the provisions of the Act and to bring to the notice, as the case may be, to the Board of Management, the Vice Chancellor and the State Government, of any deviation thereof;</p> <p>(l) to ascertain the implement action of the anti-ragging measures in the University and to report any deviations to the Vice Chancellor and the State Government forthwith;</p> <p>(m) to facilitate any enquiry conducted by the State Government under Section 28 of the Act and shall provide any information or document related to the University thereof;</p> <p>(n) to ensure that all directions issued by the State Government under section 28 are placed before the Vice Chancellor forthwith and compliance of the same is reported to the State Government in a time bound manner;</p> <p>(3) The Registrar may be required to perform additional duties of administrative nature as required from time to time by the Board of Management and the Vice Chancellor;</p>
--	--

	<p>(4) Subject to the provisions of the Act and statutes, the Registrar shall have disciplinary control over all employees of the University, other than the following namely-</p> <ul style="list-style-type: none"> i. Officers of the University; ii. Teachers of the University, whether in relation to their work & teacher or while holding any remunerative office or in any other capacity such as invigilator or examiner; iii. The Librarian; iv. Officers in the Account & Audit Section; v. Officers and Employees of the Examination Section and Vice Chancellor Secretariat; vi. Officers and Employees referred in Statutes or rules made therein. <p>(5) The power to take disciplinary action under sub statute (4) which shall include the power to order, dismissal, removal, reduction in rank, reversion, termination or compulsory retirement of an employee referred in the said clause, and shall include power to suspend such employee pending, or in contemplation of an enquiry, if any.</p> <p>(6) No order shall be made under sub-regulation (5) except after an enquiry in which the employee has been informed of the charges against him and after an enquiry given reasonable opportunity of being heard in respect of those charges. Where it is proposed after such enquiry, to impose on him any such major punishment, he shall be given a reasonable opportunity of making representation on the punishment proposed.</p>
	<p>(7) When the office of the Registrar is vacant or when the Registrar is on leave by reasons of illness, absence or due to any other cause is unable to perform the duties of his office, the duties of the office of Registrar shall be performed by such person as the Vice Chancellor may appoint for the purpose.</p>
<p><i>The Controller of Examinations [Sec.17 and section 31 (b)]</i></p>	<p>9 (1) The Controller of Examinations shall be responsible for the orderly and timely conduct of examinations of the University. He shall be responsible for due custody of records pertaining to his work. This includes all records related to the conduct of examinations and</p>

declaration of results.

- (2) The Controller of Examinations shall be responsible for preparing the examinations scheme both for theory and practical examinations and shall also be responsible to conduct the examinations as per scheme so prepared.
- (3) The Controller of Examinations shall notify the University examinations through an annual calendar of examination within two months of new academic session with the prior approval of the Vice Chancellor.
- (4) The Controller of Examinations shall fix the examinations and appoint centre superintendent(s) with the prior approval of the Vice Chancellor.
- (5) The Controller of Examinations shall have powers to cause examinations and related activities inspected by flying squad/observer or any person appointed by him with the approval of Vice Chancellor.
- (6) It shall be the duty of Controller of Examinations to ensure free, fair and smooth conduct of examinations and declare results expeditiously.
- (7) The Controller of Examinations shall notify the results of the University examinations and also put the results in the public domain through the University website in an expedition's manner.
- (8) He shall ensure maintenance of the records related to the examinations in an efficacious manner and through systems which enable quick retrieval.
- (9) The Controller of Examinations shall be the ex-officio Secretary of the Examination Committee of the University and shall conduct the examinations and make all other arrangements therefore and be responsible for due execution of all processes connected therewith, subject to the superintendence of the Examinations Committee.
- (10) The Controller of Examinations shall maintain a database of students and shall inform the University adhere, to the policy concerned thereof, as laid down by the Examinations Committee.
- (11) The Controller of Examinations shall forward name(s) of candidates for conferment of degree(s) except honorary degrees.
- (12) The Controller of Examinations shall appoint paper setters, tabulators/collators, moderators, observers and flying squads etc. with the approval of the Vice Chancellor, and shall be the controlling

	<p>officer with regard to T.A./D.A./honorarium and remuneration bills of examiners, paper setters, moderators and the persons invited for the purpose of the confidential works related to examinations and all other related works in the University.</p> <p>(13) The Controller of Examinations shall issue under the direction of the Vice Chancellor, all notices convening meetings of board of examiners. Board of moderators and of the committees appointed in connection with examinations and maintain the minutes of all such meetings. He shall act as member secretary of such committees as assigned by Vice Chancellor.</p> <p>(14) The Controller of Examinations shall ensure that any malpractices related to examinations shall immediately be brought to the notice of the Examinations Committee and the Vice Chancellor and be suitably dealt with.</p> <p>(15) The Controller of Examinations shall have administrative control over the employees of the examination section and have in this regard, all the powers of the Registrar as prescribed in the Act and statutes.</p> <p>(16) The Controller of Examinations shall review from time to time the conduct of examinations of the University in order to ensure that high standards of probity are being maintained in the examinations systems of the University.</p> <p>(17) The Controller of Examinations shall superintend the tasks and duties of all subordinate officers in Examination Section as created by Vice Chancellor / Board of Management from time to time and shall cause work to be distributed amongst them with the prior approval of the Vice Chancellor.</p> <p>(18) Honorarium to the Controller of Examinations and others shall be as decided by Board of Management but the same shall not be precondition.</p>
<p><i>Powers and duties of the Dean of Faculty Affairs</i></p>	<p>(10) The Dean of Faculty Affairs shall;</p> <p>(a) preside meetings of the Faculty as directed by Vice Chancellor and shall see that the various decisions of the University are implemented;</p> <p>(b) be responsible for bringing the all affairs related to the Faculty to the notice of the Vice Chancellor;</p> <p>(c) take necessary decisions in respect to the affairs faculty members of the University as delegated by the Vice</p>

	<ul style="list-style-type: none"> (d) have the overall control over the funds provided for the students' welfare and student activities by the Governments, students, alumni and other donors as accepted by the Board of Management; (e) preside over or attend all such meetings that are related with the students' welfare and activities and will see that all the decisions are effectively implemented; (f) take necessary measures for the functioning of libraries, remedial courses etc. aimed at helping the students admitted under reserved categories; (g) continuously prepare and upgrade the plans of students' welfare; (h) be the main coordinating officer related to anti- ragging and anti-women harassment schemes and efforts at the University; (i) exercise general control over the superintendence of physical education, NCC, NSS, or many other facilities/activities related with students; (j) prepare the budget requirements related to students' welfare and other activities and provide the same to be included in the annual budget of the University; (k) communicate with the parents/guardians of a student in respect of any matter requiring their assistance, when necessary; (l) be responsible for executing the actions taken in respect to the misconduct of the students with the approval of the Vice Chancellor; (m) perform such other duties as may be assigned by the Board of Management or the Vice Chancellor in this regard.
<p><i>Dean of Post Graduate Studies and Research and Development</i></p> <p><i>Powers and duties</i></p>	<ul style="list-style-type: none"> (13) The office of the Dean of Post Graduate Studies and Research & Development may be at the University level. (14) The Dean of Post Graduate Studies and Research and Development shall <ul style="list-style-type: none"> (a) be the overall coordinator for Post graduate studies and academic & sponsored research at the University and shall perform all such duties as may be determined by the Vice Chancellor, the Board of Management, the Academic Council or

	<p>any other appropriate authority of the University in this regard to make the Post Graduate programmes and research & development a vibrant and reputed programme of University;</p> <ul style="list-style-type: none"> (b) monitor the approved and existing programmes, and prepare the proposals for new Masters and other such academic programmes for the consideration of the Academic Council and other appropriate authority of the University and will carry out overall coordination to see that the decisions are implemented; (c) prepare the schemes for admission procedures for different Master and Doctoral programmes keeping in view the trends at the national and international levels; (d) be responsible for postgraduate projects / research projects / collaborations / exchange programmes at national and international level with academic institutions/research units/industry for undergraduate students. (e) coordinate the thesis examinations at the Masters & Doctoral levels in consultation with the Vice Chancellor; (f) responsible to prepare a repository of the Master and Doctoral thesis completed at the University, and shall communicate about the thesis completed to appropriate bodies and societies for publication and information dissemination at the national as well as international levels; (g) be responsible for documenting all the national and international publications associated with the thesis; (h) liaison with State Government/Government Of India/other funding agencies to explore and seek the research projects and will prepare/get prepared the necessary proposals and will carry out the required follow ups; (i) liaison with the national level sponsoring/funding agencies governmental as well as non-governmental, other educational institutions and research organizations, to seek the opportunity of research and consultancy and will prepare the necessary proposals and will carry out the required follow ups; (j) seek the international Collaborations for research and consultancy and will obtain the governmental approval wherever necessary. He will prepare the necessary proposals and will carry out the necessary follow ups; (k) monitor the progress of the research and consultancy projects and will carry out overall coordination to see that the decisions are implemented. He will present the periodic progress to the appropriate authorities of the University; (l) organize a research wing to explore the new areas of sponsored research. He shall liaison with various agencies and bodies in this regard;
--	---

	<ul style="list-style-type: none"> (m) be responsible for preparing a repository of the sponsored research and industrial consultancy completed at the University and also be responsible for information dissemination thereof at the national as well as international levels; (n) be the nodal coordinator at the University level for all the sponsored research and industrial consultancy to encourage and promote such activities and also make necessary efforts for improving the brand value of the University through these activities; (o) monitor the memoranda of understanding signed in this regard and will monitor their progress and report to appropriate bodies of the University; (p) be responsible for the intellectual property rights related to research and technology transfer at the University; (q) perform all such other duties as may be determined by the Board of Management or the Vice Chancellor in this regard.
<p>Dean of Under Graduate Studies and Entrepreneurship</p> <p>Powers and duties of the Dean of Under Graduate Studies and Entrepreneurship shall</p>	<p>15. The office of the Dean of Under Graduate Studies and Entrepreneurship may be at the University level.</p> <p>16. Dean of Under Graduate studies and Entrepreneurship shall;</p> <ul style="list-style-type: none"> (a) be the overall coordinator for under graduate studies, undergraduate academic research and promotion of entrepreneurship activities at the under graduate level at the University, and shall perform all such duties as may be determined by the Vice Chancellor, the Board of Management, the Academic Council or any other appropriate authority of the University in this regards to make the Under Graduate programme at the University a vibrant and reputed programme; (b) monitor the existing programmes, and prepare the proposals for new under graduate and other such academic programmes for the consideration of the Academic Council , the Board of Management and other appropriate authority of the University, and will carry out overall coordination to see that the decisions are implemented; (c) prepare the schemes for admission procedures for different under graduate programmes keeping in view the trends at the national and international levels; (d) be responsible for undergraduate projects / collaborations /

	<p>exchange programmes at national and international level with academic institutions/research units/industry for undergraduate students;</p> <p>(e) be responsible to prepare a repository of the various academic and co-curricular achievements of the undergraduate students of the University both at national and international levels and also make necessary efforts for improving the brand value of the University;</p> <p>(f) perform all such other duties as may be assigned by the Board of Management or the Vice Chancellor in this regard.</p>
<p><i>Dean of Planning, Resource Generation and Alumni Relations</i></p> <p><i>Powers and duties of Dean of Planning</i></p>	<p>17-(1) The office of the Dean of Planning, Resource Generation and Alumni Relations shall be at the University level for assisting the Vice Chancellor in planning related activities, to maximise the resource generation through various activities and strengthen the alumni relations.</p> <p>(2) Under the provisions of the Act, that permits the University to receive gifts, grants, donations or benefactions from the State Government or Central Government and to receive bequests, donations or transfers of movable or immovable property from testators, donors, or transfers, as the case may be, and to hold and manage the same. The position of the Dean of Planning, Resource Generation and Alumni Relations is created to give effect to some of these provisions and also to look after the planning, resource generation from industrial consultancy and alumni relations.</p> <p>(18) The Dean of Planning, Resource Generation and Alumni Relations shall:-</p> <p>(a) be the overall coordinator for the planning activities, all kinds of resource generation, gifts grants, donations or benefactions etc. from various sources and alumni relations;</p> <p>(b) carry out planning of various activities / services / human resource / infrastructure for strengthening the University and its future expansion;</p> <p>(c) prepare and coordinate the detailed plans/rules for consultancy, testing, extension activities etc. leading resource generation in the University so as to enrich the corpus fund of the University;</p> <p>(d) liaison with various agencies and donors for generating the resources, and will prepare the necessary proposals and will carry out the required follow ups;</p>

	<p>(e) prepare and submit the utilization report of resources generated to various funding agencies and donors;</p> <p>(f) prepare the plans for utilization of all designated and non-designated donations and shall monitor the progress;</p> <p>(g) procure the necessary permission and shall prepare proposals to issue the necessary certificates for income tax benefits to donors wherever applicable;</p> <p>(h) organize and coordinate the network of the University alumni worldwide and will disseminate the University related information to them and shall receive the feedback from the alumni for short and long term development and progress of the University;</p> <p>(i) be responsible to raise the funds from alumni for different developmental projects of the University;</p> <p>(j) monitor the memoranda of understanding signed in this regard and will monitor their progress and report to appropriate bodies of the University;</p> <p>(k) perform all such other duties as may be determined by the Board of Management or the Vice Chancellor in this regard.</p>
--	--

CHAPTER-III
OTHER OFFICERS OF THE UNIVERSITY

<p><i>Other Officers of the University Section 18</i></p>	<p>19- Under the clause (h) of section 9 of the Act it is hereby declared that the following shall be the other officers of the University and perform the duties and responsibilities as assigned by the Act, Statutes, Ordinances and rules made thereunder:</p> <p>(a) the Head of Department;</p> <p>(b) the Proctor;</p> <p>(c) the Chairman of Council of Student Activities;</p> <p>(d) the Librarian;</p> <p>(e) the Law Officer;</p> <p>(f) all other Officers as were existing in the Madan Mohan Malaviya Engineering College, Gorakhpur before its reconstitution into Madan Mohan Malaviya University of Technology, Gorakhpur;</p> <p>(g) other Officers of the University shall be appointed by the Vice Chancellor with the approval of the Board of Management.</p>
---	--

The Head of Department

20(1) The Head of the Department shall be appointed by the Vice Chancellor for a period of three years from amongst the Professors in the Departments having more than one Professor and amongst Professor and Associate Professors in case of Departments having only one Professor and Associate Professors by rotation subject to the willingness of the person, his credentials and suitable feedback of other faculty members of Department to the Vice Chancellor, unless otherwise specified by the Board of Management of the University. The Vice Chancellor shall have authority to remove a person from the post of the Head of Department even before the completion of tenure, in case he deems it necessary for the development and smooth functioning of the respective Department and assign it to some other teacher at appropriate level. No person shall continue to be the Head after he/she has ceased to hold the post by virtue of which he came to hold the office of the Head or after the date of superannuation or the orders of the Vice Chancellor in this regard.

(2) The University shall be empowered to organize the teaching, research and extension activities in academic departments on the basis of various academic programmes approved and being run therein.

(3) Each Department/Centre/School will have a Head of Department who shall

- (a) provide the academic leadership to the department and contribute to the fulfilment of the objectives of the institution, and be overall responsible for the academic and other related activities to carry out the academic activities of the department;
- (b) prepare the teaching and practical schedule and assign the teachers class rooms and laboratories and arrange for the procurement of the necessary consumables and non-consumables for teaching and research;
- (c) arrange for practical training, if required, of the students in industry or research organizations;
- (d) attend to the students and faculty problems related to the teaching and research;
- (e) be empowered to constitute the departmental level committees for any activities related to the department;
- (f) send the nominations of the faculty and students for committees;

	<ul style="list-style-type: none"> (g) assist the Vice Chancellor in the recruitment of staff and faculty as per existing provisions; (h) assist the Vice Chancellor in any matter called for; (i) prepare the repository of accomplishments of the department; (j) be the disciplinary officer for all the teachers and staff working-in the department; (k) have the overall control over the funds provided for the department and will be responsible for ensuring that the said fund is properly utilised; (l) preside over or attend all such meetings that are related with the departmental activities and will see that all the decisions are effectively implemented; (m) perform all such other duties as may be determined by the Board of Management or the Vice Chancellor in this regard. <p>(4) The teacher who is appointed as the Head of Department shall continue to perform his/her duties as a teacher.</p>
<p><i>The Proctor</i></p>	<p>21(1) There shall be a Proctor for maintaining students' discipline at the University. The Proctor shall be appointed from amongst the Professors in the University by the Vice Chancellor to exercise such powers and perform such functions as may be laid down in the Ordinances. Provided that when the office of the Proctor is vacant or when the Proctor is by reason of illness or absence or any other cause, unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice Chancellor may appoint during the absence of the Proctor.</p> <ul style="list-style-type: none"> (a) The teacher who is appointed as Proctor shall act as the Proctor in addition to his own regular duties. <p>(2) The term of office of the Proctor shall be two years unless determined earlier by the Vice Chancellor or his retirement whichever is earlier. No person shall continue to be the Proctor after he/she has ceased to hold the post by virtue of which he came to hold the office of the Proctor or after the date of superannuation.</p> <p>(3) The Proctor shall be the chairperson of the Proctorial Board and preside its meetings. There shall be minimum five Dy. Proctors amongst faculty members of the University to assist the Proctor and constitute the Proctorial Board. Appointment of Dy. Proctors shall be made by the Vice Chancellor as per the requirements of maintaining students' discipline at the University and they shall</p>

<p><i>Powers and duties of the Proctor</i></p>	<p>work under superintendence of the Proctor.</p> <p>(22)(1) The Proctor shall :-</p> <ul style="list-style-type: none"> (a) be responsible for all the aspects of discipline and proper conduct of students in the University as may be determined by the Chancellor, the Vice Chancellor, the Board of Management and any other appropriate authority of the University or the State or National bodies in this regard; (b) preside over or attend all such meetings that are related with the students' discipline and misconduct related activities and will see that all the decisions of the Proctorial Board are effectively implemented after due approval from the Vice Chancellor; (c) continuously prepare and upgrade the plans maintaining student discipline in the University; (d) be the main coordinating officer related to anti- ragging and anti-women harassment schemes and efforts of the University to curb such other related undesired students' activities; (e) prepare the budget requirements related to the Proctor office and other related activities, if any and provide the same to be included in the annual budget of the University; (f) communicate with the parent(s)/guardian(s) of student(s) in respect of any matter requiring their assistance, when necessary. <p>(2) perform all such other duties as may be assigned by the Board of Management or the Vice Chancellor in this regard.</p>
<p><i>The Chairman of Council of Student Activities</i></p>	<p>23-(1) There shall be a Chairperson of Council of Students Activities for managing the different extracurricular activities of the students in the University. Chairperson of Council of Student Activities shall be appointed amongst the Professors in the University by the Vice Chancellor to exercise such powers and perform such duties as may be laid down in Ordinances.</p> <p>Provided that when the office of the Chairperson of Council of Students Activities is vacant or when the Chairperson of Council of Students Activities is by reason of illness or absence or any other cause, unable to perform the duties of the office thereof the duties of the office shall be performed by such person as the Vice Chancellor may appoint for the purpose.</p> <p>(2) The teacher who is appointed as Chairperson of Council of Students Activities shall act as the Chairperson of Council of</p>

	<p>Student Activities in addition to his own regular duties.</p> <p>(3) The term of office of the Chairperson of Council of Students Activities shall be two years unless determined earlier by the Vice Chancellor or his retirement whichever is earlier. No person shall continue to be the Chairperson of Council of Students Activities after he/she has ceased to hold the post by virtue of which he came to hold the office of the Chairperson of Council of Students Activities or after the date of superannuation.</p> <p>(4) The Chairman of Council of Student Activities shall preside over the meetings of Council of Student Activities. The Council of Student Activities shall have various sub councils/clubs as detailed below which may be increased/decreased by the Vice Chancellor as per requirements of the University:</p> <ul style="list-style-type: none"> (a) Sports Sub Council (b) Cultural Sub Council (c) Literary Sub Council (d) Photography Club (e) Hobby Club (f) Yoga and Student Counseling Club (g) Personality Development and Career Counseling Cell <p>Each sub council/cell/club shall be headed by a Faculty Incharge appointed by Vice Chancellor amongst the teachers of the University and shall have one Student Secretary and four student members in it for planning and executing various activities of the respective sub council/club under control of designated Faculty Incharge of sub council/club who shall work under superintendence of Chairperson of Council of Student Activities and shall be solely responsible for activities under them.</p> <p>(5) The Council of Students Activities shall consist of;</p> <ul style="list-style-type: none"> (a) Chairman of Council of Students Activities (b) All Faculty Incharges of sub councils / cell / club (c) All Student Secretaries of the respective sub council/cell/club (d) Person at the post of Physical Training Instructor or equivalent position in the University shall act as Member Secretary of Council of Student Activities.
<i>The Librarian</i>	24(1) The University may, with prior approval of the Board of Management appoint a full time Librarian on the

	<p>recommendation of the Selection Committee consisting of the following as per terms and conditions laid down by the Board of Management:</p> <p>(a) The Vice Chancellor</p> <p>(b) Two experts in the Library Science to be nominated by the Vice Chancellor from a panel of experts approved by the Board of Management.</p> <p>(c) Two representatives, Scheduled Caste/Schedule Tribes and Other Backward categories one from each category nominated by the Vice Chancellor.</p> <p>(2) Until Librarian is appointed or assumes charge of his office, the Vice Chancellor may appoint an Librarian(Incharge) from amongst the Officers/Teachers of the University for such period as he thinks fit.</p> <p>(3) The Librarian of the University will not be of the level less than of Associate Professor with the eligibility qualifications as may be prescribed by the Board of Management.</p> <p>(4) Emoluments of the Librarian shall be such as may be approved by the Board of Management.</p> <p>(5) It shall be the duty of Librarian to maintain Library of the University and to organize its service in the manner most conducive to the interest of the teaching and research.</p> <p>(6) The Vice Chancellor may appoint a Professor Incharge Library for supervising / advising the affairs related to Librarian amongst the Professors of the University and such situation the Librarian shall route his affairs through the Professor Incharge Library for consideration/approval of Vice Chancellor.</p> <p>(7) The Librarian shall be under the disciplinary control of the Vice Chancellor or the person designated by him.</p>
<p><i>The Law Officer</i></p>	<p>25(1) The University may, with prior approval of the Board of Management, create a Legal Cell to</p> <p>(a) deal with all the legal cases against and by the University;</p> <p>(b) advice the University on legal matters related to University based on the cases and judgments of various courts and announcements from various government bodies;</p> <p>(c) provide opinion on the matter pertaining to the interpretation of the Act, Statutes, Ordinances, Regulations and rules made thereunder as per requirements of the University;</p> <p>(d) provide legal assistance in framing the ordinances, regulations,</p>

	<p>amendments of Statutes under the Act and other rules/documents of the University.</p> <p>(2) The University may, with prior approval of the State Government, appoint a full time Law Officer in the rank of Deputy Registrar. The Law Officer shall be appointed by the Vice Chancellor on the recommendations of a selection committee to be constituted by the Board of Management, as per terms and conditions of the University.</p> <p>Until the Law Officer is appointed or assumes charge of his office, the Vice Chancellor may appoint an Law Officer(Incharge) from amongst the Officers/Teachers of the University for such period as he thinks fit.</p> <p>(3) The Law Officer shall work under the supervision and control of the Registrar.</p> <p>(4) The qualifications and experience of the Law officer shall be such as may be determined by the Board of Management.</p> <p>(5) The expense of the Law Officer shall be met from the funds of the University.</p>
<p>CHAPTER-4</p> <p>4 – AUTHORITIES OF THE UNIVERSITY</p>	
<p><i>The Board of Management</i></p>	<p>26(1) The Board of Management shall be the principal executive body of the University and shall have all powers necessary to administer the University subject to the provisions of the Act and Statutes made thereunder.</p> <p>(2) No person shall be or continue to be a member of the Board of Management in more than one capacity, and whenever a person becomes a member of the Board of Management in more than one capacity, he shall within two weeks thereof choose the capacity in which he desires to be member of the Board of Management and shall vacate the other seat. Where he does not so choose, the seat held by him earlier in point of time shall be deemed to have been vacated with effect from the date of expiry of the aforesaid period.</p> <p>(3) The Board of Management shall accord approval for starting new courses, increase/decrease in student intake in different courses , the infrastructural and laboratory requirements and the requirements of teachers/officers/staff for different academic programmes in the University.</p> <p>(4) The Board of Management shall prescribe the qualifications and</p>

	<p>terms of appointments for all the posts created in the University as per rules/regulations/guidelines prescribed by the UGC/AICTE/State Government, from time to time.</p> <p>(5) The Board of Management shall prescribe qualifications and emoluments of the Teachers / Officers / Staff of the University.</p> <p>(6) The Board of Management shall prescribe guidelines for appointment of examiners and approve the panel of experts for selection of all teachers/officers/employees of the University.</p> <p>(7) The Board of Management shall be the appointing authority for all the posts in University for which the selection committee will be chaired by Vice Chancellor. It shall consider and approve/reject the recommendations of the selection committee constituted for the purpose as per laid down provisions. The rejection of the recommendations of the selection committee shall have to be assigned specific reason for doing so.</p> <p>(8) The Board of Management shall prescribe the remuneration / honorarium/travel expenditure etc. payable to the examiners/experts/consultants etc. after considering the proposal of the Academic Council or other University authority.</p> <p>(9) The members of the Board of Management shall be entitled for such travelling and other allowances on attending the meeting as may be fixed by the Board of Management from time to time.</p> <p>(10) (a) The management shall approve the modes of financial resources generation including grants, donations and savings etc ; (b) The management shall prescribe and approve the mode of utilization and investment of savings/reserve funds/surplus in Corpus available at the University.</p> <p>(11) The Board of Management shall exercise all the powers of the University not otherwise provided by the Act, statutes, and Ordinances for the fulfilment of the objects of University.</p> <p>(12) All academic matters of the University needing policy framing shall be approved by the Board of Management as per the proposal of Academic Council. The Academic Council shall advise/report on any matter referred or entrusted to it by the Board of Management.</p>
<p><i>The Academic Council</i></p>	<p>27(1) Subject to the provisions of the Act and the Statutes, the Academic Council shall have powers</p> <p>(a) to promote research and consider proposals submitted by teachers/officers/students in this regard;</p>

	<ul style="list-style-type: none"> (b) to recognize diploma & degrees of other Universities / Institutions; (c) to advise special arrangements ,if any, for the teaching of female students and students of weaker sections of society; (d) to advise for the establishment of departments and centres; (e) to recommend to the Board of Management for the ordinances , regulations and rules regarding all academic and related affairs of the University; (f) to prepare academic calendar; (g) to make recommendations regarding the conference or grant of degrees, certificates, titles and honours to the Board of Management; (h) to scrutinize and make its recommendations on proposals submitted by the Board of Studies through the Faculties in regard to the courses of study and publish the same with the approval of Board of Management; (i) to appoint committees for the admission of the University; (j) to prescribe qualifications for admission and enrolment of students in the University; (k) to implement the recommendations made by Board of Management; (l) to appoint experts committee to restructure syllabus and present it in the Board of Studies; (m) to appoint person(s) from industry for teaching in the University and also allow teacher(s) of the University to serve in industries for the period specified in such appointments in the interest of academics; (n) to perform, in relation to academic matters, all such duties and do all such act as may be necessary for proper execution under the provisions of the Act and the statutes. <p>(2) The meetings of the Academic Council shall be convened under the directions of the Vice Chancellor. The Vice Chancellor may approve the inclusion of some academic experts in particular Academic Council meeting for certain specific academic objectives as Special Invitees in respective meeting. All Deans and the Controller of Examination of the University shall be special invitees in the Academic Council and shall have no right to vote.</p>
--	---

	(3) The Registrar shall act as Ex-officio Secretary of the Academic Council.
<i>The Finance Committee</i>	<p>28 (1) The Finance Committee shall discharge its duties and responsibilities as per the provisions of the Act , Statutes, Ordinances and regulations provided therein.</p> <p>(2) The Annual Budget, Annual Account, Balance Sheet etc. of the University shall be considered by the Finance Committee and will thereafter be submitted to the Board of Management for approval.</p> <p>(3) The Annual Accounts and the budget of the University for the next Financial Year shall be submitted before the Finance Committee for consideration and thereafter submitted to the Board of Management for its approval.</p> <p>(4) If the Board of Management, at any time after the consideration of the annual financial estimate (i.e., the budget) proposes any revision thereof involving recurring or non-recurring expenditure of the amount, it shall be referred to the Finance Committee.</p> <p>(5) The item of new expenditure not already included in the financial estimate shall be referred to the Finance Committee.</p> <p>(6) The meeting of the Finance Committee shall be convened under the directions of the Vice Chancellor and all notices for functioning such meetings shall be issued by the Controller of Finance, who shall keep the minutes of all such meetings. The Vice Chancellor may approve the inclusion of some experts in a Finance Committee meeting for certain specific objectives as Special Invitees in respective meeting. All Deans and Controller of Examination shall be special invitees in the Finance Committee meetings but shall have no right to vote.</p> <p>(7) The Controller of Finance shall be an ex-officio Secretary of the Finance Committee.</p> <p>(8) The Finance Committee shall be responsible for examining, managing and recommending decisions on financial matters provided in section 26 of the Act to the Board of Management of the University.</p> <p>(9) The Finance Committee with the approval of the Board of Management shall permit for setting up a University fund in which all accrual of funds to the University shall be credited to the University account, which shall be called the University Fund and shall be maintained in a nationalised bank.</p> <p>(10) The Finance Committee shall have following powers and duties:</p>

The finance committee shall ensure that;

- (a) the University Fund is spent for achieving objectives of University;
- (b) the first charge on University Fund will be for the salary of University functionaries of the University;
- (c) the University Fund will also be used for the following:
 - i. for TA/DA, and other personnel related payments like medical reimbursement, LTC, leave encashment of the University teachers/staff etc., as per rules approved by the Board of Management;
 - ii. setting up and augmenting the University infrastructure;
 - iii. for purposes of programmes for development of academic standards in the University as stipulated by the Board of Management;
 - iv. setting up of University departments/centres;
 - v. for purposes of research and post graduate programmes as determined by the Board of Management;
 - vi. investments of surplus funds in fixed deposits or investment schemes which are approved by the Board of Management on the recommendations of the Finance Committee;
 - vii. for creating a Corpus Fund for the University, with annual contribution of surplus funds for the University, for purposes of a back up of resources for the University;

(11) The Board of Management may however, for special purposes e.g. Alumni contribution, Entrance Examination, Student Welfare Funds etc., permit for keeping separate accounts, which may be notified as Special Funds for that purpose. The Finance Committee shall be responsible for managing such funds in the following manner:

- (a) Funds accrued on account of the purpose would be utilised for purposes itself.
- (b) Any surplus generated in this fund could be utilised for purposes of infrastructure and academic development of University and for academic purposes of the University itself.
- (c) Disbursals from other Special funds set up by the University as notified above, shall be as prescribed by Board of Management.

	<p>(d) Savings after the completion of the purpose of setting up of the fund shall be transferred in University Corpus fund for which detailed rules will be prescribed by Board of Management.</p>
	<p>CHAPTER-5</p> <p>OTHER AUTHORITIES OF THE UNIVERSITY</p>
<p><i>The Examination Committee</i></p>	<p>Under clause (e) of section 19 of the Act it is hereby declared that the following shall be the other authorities of the Universities:-</p> <p>29. There shall be an Examination Committee in the University for looking after the affairs related to the examinations. It shall consist of the following members:</p> <p>(a) The Vice Chancellor, who shall be the Chairman of the Examination committee;</p> <p>(b) Pro Vice Chancellor;</p> <p>(c) Two senior teachers of the University nominated by the Vice Chancellor for a period of two years;</p> <p>(d) Two persons of Academic eminence and not from the University nominated by the Vice Chancellor for a period of two years;</p> <p>(e) All Deans of the University;</p> <p>(f) The Controller of Examination shall be the ex-officio Secretary.</p> <p>(2) The Examinations Committee shall meet at least twice in a year, however in the interest of University examination related affairs; it may be called any time with a notice of seven days by the Controller of Examinations as per direction of the Vice Chancellor.</p> <p>(3) The Vice -Chancellor may invite any expert to the Examinations Committee as he deemes fit. The Registrar and the Controller of Finance shall be a permanent invitee to the Examinations Committee.</p> <p>(4) The Examination Committee will make recommendations to the Academic Council regarding conferment or grant of degrees, diplomas, honours and titles.</p> <p>(5) For smooth conduct of examinations, all the properties and staff of the University shall be deemed to be under the administrative and disciplinary control of the Examination Committee and shall be utilized for conduct of examinations.</p>

	<p>(6) The Examinations Committee may, on the recommendations of the sub committee constituted by it for such purposes debar an examinee from appearing in any examinations, if in the opinion of the Examinations Committee, such examinee was guilty of misbehaviour or of using unfair means at any examination conducted by the University.</p> <p>(7) The Examination Committee may, on the recommendations of the sub committee constituted by it for any misconduct in examination related activities, propose disciplinary action / debar an examiner / teacher /staff of the University from the University examinations if in the opinion of the Examinations Committee, such person was guilty of academic impropriety.</p> <p>(8) The meetings of Examinations Committee shall be convened under the directions of the Vice Chancellor and all the notices for such meetings shall be issued by the Controller of Examinations, who shall keep the minutes of all such meetings.</p> <p>(9) The Examinations Committee shall make policy for examinations.</p>
<p><i>Academic Affairs Committee</i></p>	<p>30 (1) All day to day academic matters of the University shall be considered by the Academic Affairs Committee. The decisions taken by the academic affairs committee on routine matters will be implemented by the University Administration whereas the policy matters shall be placed before the Academic Council and the Board of Management for their consideration and approval before being implemented.</p> <p>(2) The Academic Affairs Committee shall consist of the following officials of the University, namely:</p> <ul style="list-style-type: none"> (a) The Pro Vice Chancellor or the Dean of Faculty Affairs in his absence will be the Chairman; (a) all Deans of the University; (b) The Controller of Examinations; (c) The Chairman of Council of Students Activities; (d) All Heads of Departments of the University; (e) The Registrar shall act as the Secretary. <p>(3) The meeting shall be called by Registrar and decisions taken shall be executed subject to approval of the Vice Chancellor. All minutes of such meetings shall be maintained by the Registrar and reported to the Academic Council for information.</p>

<p><i>Administrative Committee</i></p>	<p>31 (1) All administrative matters of the University shall be considered by the Administrative Committee. The decisions taken by the Administrative Committee on routine matters will be implemented by the University Administration whereas the policy matters shall be placed before the Board of Management for consideration and approval.</p> <p>(2) Administrative Committee shall consist of the following officials;</p> <ul style="list-style-type: none"> (a) the Pro Vice Chancellor or the Dean of Faculty Affairs in his absence will be the Chairman; (b) all Deans of the University; (c) the Controller of Examinations of the University; (d) the Controller of Finance of the University; (e) the Registrar of the University shall be the Secretary. <p>(3) The meetings of Administrative Committee shall be called by the Registrar and decisions taken shall be executed subject to approval of the Vice Chancellor. All minutes of such meetings shall be maintained by the Registrar and reported to the Board of Management for information.</p>
<p><i>Building & Works Committee</i></p>	<p>32(1) The Committee will make a comprehensive and exhaustive review of the proposal for building and structures and also make recommendations in its respect to the Board of Management.</p> <p>(2) The Building & Works Committee shall consist of the following persons, namely:</p> <ul style="list-style-type: none"> (a) the Vice Chancellor as Chairman; (b) the Pro Vice Chancellor or Dean Planning, Resource Generation and Alumni relations in his absence ; (c) the Chief Engineer PWD of the zone in which the University situated or his nominee not below the rank of Executive Engineer; (d) one Professor of Civil Engineering preferably from Structural Engineering from other Engineering institution to be nominated by Vice Chancellor; (e) one senior Engineer to be nominated by Vice Chancellor; (f) one senior architect to be nominated by Vice Chancellor; (g) the Registrar of the University;

	<p>(h) the Controller of Finance of the University;</p> <p>(i) the Head of Civil Engineering Department of the University as Member Secretary.</p>
<i>Purchase Committee</i>	<p>33(1) All purchases above Rs.1.00 Lakh or other limit prescribed by Board of Management would be made on the recommendations of the Central Purchase Committee and approved by the Vice Chancellor.</p> <p>(2) The Central Purchase Committee shall consist of the following persons, namely:</p> <p>(a) the Controller of Finance will be the Convener;</p> <p>(b) two member of the faculty to be nominated by the Vice Chancellor for a period of two years;</p> <p>(c) the Head of the indenting Department and in case of projects the Head of concerned Department & Principal Investigator of research/other projects only;</p> <p>(d) one of the Deans to be nominated by the Vice Chancellor for a period of two years;</p> <p>(e) the Registrar.</p> <p>(3) Purchases upto Rs.1.00 Lakh or other limit as prescribed by Board of Management pertaining to a particular department would be made on the recommendation of the Departmental Purchase Committees with the approval of the Controller of Finance and the Vice Chancellor unless otherwise delegated by the Vice Chancellor.</p> <p>(4) The Departmental Purchase Committee of each department/school/centre shall consist of the following persons, namely:</p> <p>(a) the Head of the Department/School/Centre as Chairman;</p> <p>(b) one senior faculty member of Concerned Department to be nominated by the Head for a period of two years;</p> <p>(c) in case of projects the Principal Investigator of the research/other projects shall be the member and call the meeting of DPC;</p> <p>(d) one external member from other Department of the University to be nominated by the Controller of Finance for a period of two years.</p> <p>(5) For all other sections/cells/units the Department Purchase Committee shall be constituted by the Controller of Finance as per</p>

	<p>aforesaid composition with suitable provisions therein.</p> <p>(6) Purchase procedures would be as per rules and directives of the State Government in this regard as issued from time to time or as directed by the Board of Management.</p>
<p>Training and Placement Centre.</p>	<p>34. There shall be a Training and Placement Centre in the University which shall be headed by Professor Training and Placement. This centre shall discharge major responsibility of interacting with various industrial, management and research organisations in the country with the dual aim of ensuring that the students are given adequate technical exposure / industrial training /project and also enabling them to get employment in organisations whose functional requirements of high calibre engineers, technologists, scientists and managers are best met by graduate and post-graduate students of the University. It shall invite industries and organizations of repute with aim of providing employment to the students and assist them in placement process on University Campus. It shall also organize lectures and workshops for students in respect of career counselling, personality development, interview & group discussion skills and improving their professional aptitude as per requirement.</p>
<p>Information Technology Resource Centre</p>	<p>35. To promote and facilitate Information Technology infrastructure and services such as web services, intranet services etc. in university campus. Administrative structure of the Centre shall be as prescribed and approved by the Vice Chancellor.</p>
<p>Centre of Development for Technical Education</p>	<p>36. There shall be the Centre of Development for Technical Education which shall coordinate various programmes such as continuing education programmes for teachers & working professionals, quality improvement programmes, training programmes, industry-academia interaction, product design and development, community services etc. as approved by Board of Management and provide the necessary assistance and infrastructure support to faculty members organizing the programmes. Administrative structure of the Centre shall be as prescribed and approved by the Vice Chancellor.</p>
<p>The Board of Studies</p>	<p>37(1) In addition to the Board of Department/School/Centre consisting of its all teachers and officers for managing routine affairs, each of the degree granting department/school/centre shall have the the 'Board of Studies' for each of the degree programmes.</p> <p>(2) Each degree granting Department/School/Centre shall have the Board of Studies of the respective discipline.</p>

	<p>(3) The Board of Studies shall be constituted by the Vice Chancellor and notified by the Registrar consisting of:-</p> <ul style="list-style-type: none"> (a) The Head of Department/School/Centre -Chairperson (b) All teachers of the respective Department/School/Centre-members (c) Two outside academic experts of respective discipline nominated by the Vice Chancellor -members (d) One outside industry experts of respective discipline nominated by the Vice Chancellor -member (e) One Alumni representative of respective discipline nominated by the Vice Chancellor which shall not be applicable in case of new programmes- member <p>(4) The term of the nominated members shall be of two years. The Head of respective Department/School/Centre shall draw the schedule for meeting of the Board of Studies with the approval of Vice Chancellor. The meeting may be scheduled as and when necessary, but at least twice a year.</p> <p>(5) The Board of Studies of a department in the University shall</p> <ul style="list-style-type: none"> (a) prepare syllabi for various courses keeping in view the objectives of the college, interest of the stake holders and national requirement on the basis of model curriculum/evaluation scheme provided by University. The scheme of examinations and evaluation for different courses, course structure and compulsory courses as prescribed by the University will be adapted as such however the elective subjects may be decided by the Board of Studies as per core strength and regional/national/international requirements for consideration and approval of Academic Council. (b) suggest methodologies for innovative teaching and evaluation techniques; (c) approve the panel of names of examiners for appointment of internal / External Examiners, Moderators, and Question Paper setters. These persons should possess the minimum qualifications as prescribed by Board of Management; and (d) coordinate research, teaching, extension and other academic activities in the Department / School / Centre.
<p>CHAPTER-6 DEGREES AND CONVOCATION</p>	
<p><i>Honorary Degrees Sec.</i></p>	<p>(38) Under the provisions of sections 33 any proposal for the conferment of honorary degrees shall be made by the Academic</p>

<p>29(l), 33</p>	<p>Council and shall require the assent of the Board of Management before submission to the Chancellor for confirmation provided that no such proposal shall be submitted in respect of a person who is a member or any authority/body of the University.</p>
<p><i>Conferment and withdrawal of Degrees Section 6 & Section 34</i></p>	<p>39(1) The University has the power to grant diploma and certificates to and, confer degrees and other academic distinction on persons on the basis of examinations, evaluation or other method of testing as approved by the Board of Management on the recommendation of the Academic Council. Degree certificates shall be issued by signature of the Vice Chancellor with authentication of the Controller of Examination while the format for issuing other certificates of diploma/merit/others from the University shall be as approved by the Vice Chancellor.</p> <p>(2) The University may proceed proceed for withdrawal of degree or diploma/certificate as per provisions laid down in section 34 of the Act.</p>
<p><i>Convocation Sec. 6</i></p>	<p>40(1) (a) Convocation for conferring the degrees and other academic distinctions may be held by the University not more than once in a year on such date and at such time as may be decided by the Board of Management.</p> <p>(b) A special convocation may be held by the University with the prior approval of the Chancellor.</p> <p>(c) The convocation shall besides the special guest consist of the Chancellor, the Vice Chancellor, the Registrar, the members of the Board of Management and Academic Council, Deans and the Controller of Examinations of the University.</p> <p>(d) The Chancellor shall, when present, preside over the convocation of the University. In his absence the Vice Chancellor shall preside over the convocation.</p> <p>(2) The procedure to be observed at the convocation referred to in this Chapter and other matters connected therewith shall be such as may be laid down in the Ordinances.</p> <p>(3) Where the University does not find it convenient to hold the convocation, the degrees and other academic distinctions may be dispatched to the candidates concerned by registered post.</p>

CHAPTER-7

STUDENTS AFFAIRS AND WELFARE

<i>Maintenance of discipline among students of the university</i>	<p>41 (1) The powers regarding disciplinary action in regard to the student (s) enrolled with the University shall vest with the Vice Chancellor. The Vice Chancellor may delegate any of his powers, to Proctor or any other officer as he may deem fit.</p> <p>(2) Without prejudice to the generality of his powers relating to the maintenance of discipline and taking such action as he may deem appropriate for the maintenance of discipline, the Vice Chancellor may in the exercise of his power, by order, direct that any student or students be expelled or rusticated for a specified period and not admitted to a course or course of study in the University, or be punished with a fine for an amount to be specified in the order, or debar him from taking an/all examination(s) conducted by the University for one or more years or that the result of the student or student concerned in the examination(s) in which he or she has appeared to be cancelled. The affected student shall be given opportunity to put forward his/her defence as required by law of natural justice, in writing or by presenting before a committee constituted for this purpose or both. The composition and powers of such committee shall be as laid down by the Academic Council with the approval of the Board of Management through necessary ordinances from time to time. However, in case the meeting of the Board of Management is not possible to be held and there exists emergency, then the Vice Chancellor may take decision as he deems fit in respect to the mercy appeal of the student(s) which shall be subsequently reported to the Board of Management.</p>
<i>Talent incentive scheme for students</i>	<p>42(1) A suitable portion of development fees being collected from students of the University will be carved out to create 'University Talent Incentive Fund'.</p> <p>(2) The incentive fund so instituted shall be used for awarding scholarship to toppers in the University Examinations and incentives to talented students of University as per the 'University Talent Incentive Scheme' created and amended from time to time by the Board of Management subject to availability of funds.</p> <p>(3) The incentive fund may also be used to help the poor students as fee concession or a lump sum financial assistance as per rules framed and as per budget passed by the Board of Management of the University.</p> <p>(4) For institution of University Medals and sponsored medals and prizes, the University shall lay down provisions in the ordinances with the</p>

	approval of the Academic Council and the Board of Management. The sponsored medals / prizes may be instituted with the approval of the Vice Chancellor.
<i>Student Welfare Fund</i>	<p>42(1) For the welfare of students suffered an accident and/or his earning parents die in accident or otherwise the University shall provide economic and financial assistance as per the 'University Student Welfare Fund' as created and amended from time to time by the Board of Management subject to availability of funds.</p> <p>(2) The 'Student Welfare Fund' will be constituted from the amount collected from students as students' welfare fees, the amount of which will be decided from time to time as per provisions made in the said rules as recommended by the Finance Committee and approved by the Board of Management.</p>
<i>Anti-ragging</i>	<p>43(1) The University shall follow zero tolerance in the matter of ragging. They shall be responsible for implementation of the orders in this regard from the Board of Management considering the Hon'ble High Court/Supreme Courts, Government of India, State Government of Uttar Pradesh, Chancellor and other concerned authorities such as University Grant Commission/ All India Council of Technical Education.</p> <p>(2) The specific instructions shall be issued by the University from time to time in this regard.</p>
<i>Anti-women harassment cell</i>	<p>44(1) The University must follow zero tolerance in the matter of harassment to it's female students, teachers, officers or staff members. They shall be responsible for implementation of the orders in this regard from the Hon'ble Supreme Court, Government of India, State Government of Uttar Pradesh, Chancellor and other concerned authorities such as UGC/AICTE etc.</p> <p>(2) The specific instructions shall be issued by the University from time to time in this regard.</p>
CHAPTER-8	
10 -TERMS AND CONDITIONS OF SERVICE OF UNIVERISTY TEACHERS AND OTHER EMPLOYEES	
<i>TERMS AND CONDITIONS OF SERVICE OF TEACHERS</i>	<p>45(1) (a) The required total strength of the teachers in the University shall be determined on the basis of the students-teachers ratio according to norms as approved by Board of Management after considering the University Grants Commission / All India Council of Technical Education/ State Government norms from time to time.</p> <p>(b) The cadres and cadre structure (ratio of Assistant Professor,</p>

	<p>Associate Professor and Professor in each department of the University shall be as prescribed by the Board of Management considering the University Grants Commission / All India Council for Technical Education/ State Government norms from time to time.</p> <p>(c) University can create Professor chairs in specialised areas based on endowment received on the terms and conditions prescribed by Board of Management and after its approval by Board of Management.</p> <p>(2) (a) The prescribed minimum qualifications and experience requirements for the various teaching posts through direct recruitment and upward movement through career advancement/promotion in the University shall be as prescribed by the Board of Management considering the University Grants Commission/AICTE/State Government norms from time to time;</p> <p>(b) direct recruitment to all cadre posts shall be based strictly on merit by open selection through open advertisement at the national level;</p> <p>(c) there will be no relaxation of the prescribed educational qualifications, experience etc. for any type of applicant;</p> <p>(d) the person appointed against the permanent post shall be initially on probation. The period of probation for the posts of Professor shall be one year while for Associate Professor and Assistant Professor shall be for two years;</p> <p>(e) the person appointed in a temporary arrangement may not continue beyond a period of one year;</p> <p>(f) All appointments shall be approved by the Board of Management as per the provisions of the Act, Statutes, Ordinances, Regulations and rules therein;</p> <p>(3) (a) At the time of recruitment as Assistant Professor, advance increments will be admissible on the recommendations of the Selection Committee as prescribed by Board of Management;</p> <p>(b) for every upward movement, under career advancement scheme, the eligibility conditions as approved by Board of Management shall be applicable considering the norms of University Grant Commission/All India Council for Technical Education/ State Government norms.</p> <p>(c) for every upward movement, a selection process would be followed as per process approved by Board of Management considering the norms of University Grant Commission/AICTE</p>
--	---

	<p>/State Government norms;</p> <p>(d) career advancement of teachers shall be assessed as per their due date on their academic performance and consistent good record through a prescribed selection process and approval by the Board of Management;</p> <p>(e) the Selection Committees for the career advancements shall be same as for direct selections.</p> <p>(4) The University shall have at least 180 full teaching days per year or 90 full teaching days per semester as per applicable norms. In case of any modified academic model the Board of Management may lay down the teaching requirements.</p> <p>(5) The hours of workload per week of a teacher in different cadre shall be as prescribed by the Board of Management considering the guidelines of University Grant Commission/AICTE/State Government from time to time.</p> <p>(6) (a) The age of superannuation of teachers in the University would be as per norm specified by the Board of Management/University Grant Commission/AICTE and approved by the Government of Uttar Pradesh. However, teachers will be given re-appointment by the Vice Chancellor till the end of particular session on the same salary at the time of their retirement in case the request is made by them at least one month prior to the date of superannuation;</p> <p>(b) further the terms of re-employment and superannuation shall be decided by the Board of Management considering the prevailing norms specified by the UGC/AICTE/State Government.</p>
<i>Allowances</i>	<p>46(1) Teachers will be entitled for the House Rent Allowance, Transport Allowance, City Compensatory Allowance, Professional Development Allowance, Medical Allowance, Leave Travel Concession Allowance at the same rates as applicable to the employees of the State Government and approved by Board of Management.</p> <p>(2) Medical facilities including the reimbursement of medical expenses shall be as prescribed by the Board of Management from time to time.</p>
<i>Travelling Allowance/ Dearness Allowance</i>	<p>47. The rules regarding Travelling Allowance/ Dearness Allowance shall be applicable in accordance with the State Government rules, unless something otherwise is not prescribed by the Board of Management specifically.</p>
<i>Pay scales of teachers</i>	<p>48. The pay scale of teachers will be as per orders of the Uttar Pradesh State Government for revision of scale as per the UGC/AICTE/State Govt. norms and instructions from time to time.</p>

<p><i>The Selection Committees</i></p>	<p>49 (1). Selection Committee for the teachers shall consist of:-</p> <ul style="list-style-type: none"> (i) The Vice Chancellor shall be the Chairman of the Selection Committee (ii) Three outside subject experts nominated by the Vice Chancellor from a panel approved by Board of Management out of which two should be at least present in the selection committee (iii) One nominee from AICTE, New Delhi (iv) One Professor or Senior group "A" officer each from Other Backward Category and SC category nominated by the Vice Chancellor from the panel approved by the Board of Management (v) One nominee from the Chancellor (vi) Head of the concerned Department provided that the Head shall not sit in the selection committee when he himself is a candidate for appointment or the post concerned is of same or of a higher rank <p>The Registrar shall act as Secretary for selection committee but not be the part of Selection Committee; however in case of any emergent situation the Vice Chancellor reserves the right to assign this responsibility to the Dean Faculty Affairs of University.</p> <p>All those participating in selection committee shall be paid the honorarium/remuneration and TA/DA as prescribed by the Board of Management of University.</p> <p>(2) Teachers of the University shall be appointed on whole-time basis in the scales approved by the State Government as per the University Grants Commission/AICTE norms as approved by the Board of Management.</p> <p>Provided that contractual teacher(s) may be appointed for limited time period of an academic session in subjects in which, in the opinion of the Academic Council, such teachers are required in the interest of teaching, or for other reasons. The contractual teachers shall be entitled for remuneration not exceeding salary of the prescribed scale for the post to which they are appointed as approved by the Board of Management under the prescribed terms and conditions.</p> <p>Persons working as Research fellows or as Research Assistants may be called upon to contribute in sharing the teaching load as per requirement of the University.</p>
--	--

	<p>(3) The panel of experts for selection committee shall be approved by the Board of Management for a period of one year at a time and the Vice Chancellor shall select the subject experts from the such approved list, however the panel may be got revised through the Board of Management any time even before the stipulated period of previously approved panel, if felt necessary by the Vice Chancellor.</p> <p>(4) Where there is an allegations of misconduct against an employee of the University, the competent authority may, by order in writing, place such employees under suspension and shall forth with report to the Vice Chancellor the circumstances in which the order was made. The misconduct shall include:</p> <ul style="list-style-type: none"> (a) wilful neglect of duty; (b) breach of any of the terms of the contract of service; (c) academic impropriety and any kind of dishonesty/misdeed connected with University examinations, any academic and non academic activity of University; (d) scandalous conduct or conviction for an offence involving moral turpitude. <p>(5) Notwithstanding anything contained in the terms of the contract of appointment or of any other terms and conditions of the employees, an employee may be removed from service on grounds of misconduct by the Board of Management after giving due opportunity. The Vice Chancellor shall be the disciplinary authority for all teachers of the University and can award any minor punishment of withholding increments, adverse entries in service book, keeping on academic or financial probation for stipulated period, censuring the conduct of a person, debarring from upward movement for a period of maximum three years after completing the thorough enquiry and giving reasonable opportunity to the person.</p> <p>6(i) Whenever, in accordance to with these statutes, any person is to hold an office or be a member of an authority of the university by seniority, each seniority shall be determined according to the length of continuous services of such person in similar grade and in accordance with such other principles as the Board of Management may, from time to time determine.</p> <ul style="list-style-type: none"> (ii) It shall be the duty of the Registrar to prepare and
--	---

	<p>maintain in respect of each class of persons to whom the provisions of these statutes apply, a complete and up-to-date seniority list in accordance with provisions of the foregoing clause.</p> <p>(iii) If two or more persons have equal length of continuous service in a particular grade or the relative seniority, the seniority of such persons shall be determined by the date of the birth.</p> <p>(iv) Any person aggrieved by the order referred to in such statutes, may prefer an appeal in to The Vice Chancellor and in case of no redressal of grievance it may be made to the Chancellor through Vice Chancellor. The decision of the Chancellor shall be final.</p>
--	---

11-THE TERMS AND CONDITIONS OF THE SERVICE OF THE NON TEACHING EMPLOYEES OF THE UNIVERSITY

<p><i>Terms and conditions of the service of the non teaching employees of the university</i></p>	<p>50(1) All the employees of the University, other than the teachers of the university shall in the absence of the any contract to the contrary be governed by the terms and conditions of service and code of conduct as are prevalent for Uttar Pradesh State Government employees from time to time and as approved by Board of Management.</p> <p>(2) Scales of pay and allowances of non-teaching employees will be as per approval of the State Government and their service condition shall be such as may be prescribed from time to time by the Board of Management.</p> <p>(3) The selection committee for non-teaching employees shall consist of:-</p> <ul style="list-style-type: none"> (i) the pro Vice Chancellor or his nominee not the below rank of Professor. (ii) The Registrar. (iii) two domain Experts from Industry/Other University not below the rank of the post for which selection committee is being held, to be nominated by the Vice Chancellor; (iv) one member each from other backward classes and schedule caste category, not below the rank of the post for which selection committee is being conducted , to be nominated by the Vice Chancellor; <p>All those participating in selection committee shall be paid the honorarium/remuneration and TA/DA as prescribed by the Board of Management through the Finance Committee of the University.</p> <p>(4) The Board of Managedment shall be the Appointing Authority of teachers as well as non teaching staff. The Vice Chancellor shall represent the Board of Management. The Registrar shall issue the appointment letter, as approved by the Board of Management / the Vice Chancellor as the appointing authority.</p> <p>(5) Where there is an allegations of misconduct against an employee of the University, the competent authority may, by order in writing, place such employees under suspension and shall forth with report to the Vice Chancellor the circumstances in which the order was made. The misconduct shall include:-</p> <ul style="list-style-type: none"> (a) wilful neglect of duty; (b) breach of any of the terms of the contract of service;
---	---

	<p>(c) academic impropriety and any kind of dishonesty/misdeed connected with University examinations, any academic and non-academic activity of University;</p> <p>(d) scandalous conduct or conviction for an offence involving moral turpitude.</p> <p>(6) Notwithstanding anything contained in the terms of the contract of appointment or of any other terms and conditions of the employees, an employee may be removed from service on grounds of misconduct by the Board of Management after giving due opportunity, the Vice Chancellor can be award any minor punishment of withholding increments, adverse entries in service book, keeping on academic or financial probation for stipulated period, censuring the conduct of a person, debarring from upward movement for a period of maximum three years after completing the thorough enquiry and giving reasonable opportunity to the person.</p> <p>(7) Save as aforesaid, in case of permanent employees, the appointing authority, shall not be entitled to revoke any employees except for good cause and after giving three months' notice or payment of three months' salary in lieu thereof.</p> <p>Provided that a temporary employee can be removed after giving one month's notice or payment of one month's salary in lieu thereof.</p> <p>(8) No employee shall be removed from service unless he/she has been given a reasonable opportunity of showing cause against the charges labelled for further action to be taken in regard to him.</p> <p>(9) The removal of employee shall take effect from the date of the issuance of order of removal.</p> <p>Provided that where the employee is under suspension at the time of his removal, such removal shall take effect from the date on which he/she was placed under suspension.</p> <p>(10) Notwithstanding, anything contained in the foregoing provisions, an employee may resign:</p> <p>(a) Only after giving three months' notice in writing to the appointing authority, or by paying three month salary in lieu thereof if he/she is a permanent employee.</p> <p>(b) Only after giving one month's notice in writing to the appointing authority or by paying one month's salary in lieu thereof provided that such resignation shall take effect on the</p>
--	--

	<p>date on which the resignations accepted by the appointing authority if he/she is not a permanent employee.</p> <p>(11) The Board of Management shall have power to relax the notice period as mentioned in the statutes for sufficient reasons to be recorded in writing.</p> <p>(12) Every employee shall have to sign an agreement and a code of conduct with the University.</p> <p>(13) The physical/mental unfitness and in competence at work shall also be subjected to action referred in the statutes for removal of service or any other action as deemed fit by the Board of Management.</p>
<i>GENERAL PROVIDENT FUND CUM GRATUITY AND PENSION</i>	<p>51(1) The Management of the General Provident Fund shall be vested in the Board of Management as per the rules of State Government.</p> <p>(2) All the regular employees and officers of the University will have the benefit of Provident Fund in terms of General Provident Fund Rules for State Government employees as amended from time to time.</p> <p>(3) All employees of the University shall be entitled to pension scheme as amended from time to time and pension rules implemented in State Universities of Uttar Pradesh and State Government.</p>
<i>Leave Rules</i>	<p>52(1) The provisions contained in this Statute shall apply to University Teachers and other employees of the university.</p> <p>(2) For the purpose of this statute .</p> <p>(a) "Completed years of service" means continuous service of the specified duration under the university and includes periods spent on duty as well as on deputation and extra ordinary leave.</p> <p>(b) "Earned Leave" means leave earned in respect of the periods spent on duty.</p> <p>(c) "Half-pay Leave" means leave earned in respect of completed years of service calculated according to the provisions here in after contained.</p> <p>(d) "Leave" includes earned leave, half-pay leave, and commuted leave, leave not due and extraordinary leave.</p> <p>(e) "Sabbatical Leave"</p> <p>(3) Leave cannot be claimed as of right and when the exigencies so</p>

demand or the absence is not in the interest of the University affairs or is for a causing bad name to the University, the leave of any description may be refused or revoked by the authority empowered to sanction the leave. The request for grant of leave shall ordinarily be made well before the dates for which leave is requested except in case of casual leave.

4(a) In the case of the Vice Chancellor the leave can be sanctioned by the Chancellor.

(b) In the case of other officers and employees of the University leave shall be sanctioned by the Vice Chancellor or by a member of the employees to whom the power has been delegated by the Vice Chancellor. The Vice Chancellor shall have the authority to cancel any sanctioned leave in the interest of University affairs for which the employee shall not have any claim.

(c) The Chancellor shall sanction leave to the Vice Chancellor, but the Vice Chancellor can himself avail casual leave and leave the station for official/extension/personal work on his own authority under intimation to the Chancellor after assigning the responsibility of looking after routine affairs to any one the Deans.

5(a) Leave ordinarily begins from the date on which leave as such is actually availed of and ends on the day preceding the one and which duty is resumed.

(b) Sundays and other holidays or the vacation may be prefixed as well as suffixed to leave, subject to any limit of absence on leave prescribed under each category of leave.

(6) Except as otherwise provided in this Schedule, any kind of leave under these provisions may be granted in combination with or in continuation of any other kind of leave, subject to any limit on the aggregate period of absence as may be prescribed in such cases.

(7)(a) On request of a member of the employee the sanctioning authority may convert any kind of leave including extraordinary leave, retrospectively into leave of a different kind which may be admissible as on the date on which the member of employee proceeded on leave; but the member of the employee cannot claim such conversion as a matter of right.

(b) If one kind of leave is converted into another, the amount of leave salary and allowances admissible shall be recalculated and the arrears of leave salary and allowances paid or amounts overdrawn

<p><i>Kinds of leave</i></p>	<p>recovered, as the case may be.</p> <p>(8) Rejoining of Duty on Return from Leave on Medical Grounds</p> <p>A member of the employee who has been granted leave on medical grounds shall be required to produce a medical certificate of fitness before resuming duty as per the provisions laid down by the Board of Management or the State Government in the absence of any provision prescribed by the Board of Management.</p> <p>(9) Except with the permission of the authority which granted the leave, no member of the employee on leave may return to duty before the expiry of the period of leave granted to him.</p> <p>10(a) Leave should always be applied for and sanctioned before it is taken, except in cases of emergency and for satisfactory reasons.</p> <p>(b) Continuous temporary service followed by permanent service without any break shall be included in permanent service for the purpose of computation of leave.</p> <p>53- The following kinds of leave shall be admissible to members of the employee:</p> <ul style="list-style-type: none"> (a) Casual Leave (b) Special Casual Leave (c) Special Leave (d) Half-pay leave (e) Earned leave (f) Extraordinary Leave (g) Maternity Leave (h) Medical Leave (i) Quarantine Leave (j) Leave not due (k) Sabbatical leave (l) Paternity Leave <p>(a) Casual Leave</p> <p>i. Casual leave is not earned by duty. A member of the employee on casual leave is not treated as absent from duty and his pay is not intermitted. Casual leave cannot be claimed as of right and its grant is always subject to a maximum of 14 days in the aggregate</p>
------------------------------	---

in a calendar year as per the U.P. State Govt.

ii. Casual leave may be granted at the discretion of the Sanctioning authority, as and when occasion arises, provided that the total period of absence including Sundays and other holidays intervening, prefixed or suffixed shall not ordinarily exceed eight days at a time. Sundays and holidays, whether intervening, prefixed or suffixed, shall not be counted as casual leave.

iii. Casual leave cannot be combined with any other kind of leave.

(b) Special Casual Leave-

Special casual leave, not counting towards ordinary casual leave, may be granted to a member of the employee when he is;

- (i) summoned to serve as a Juror or Assessor or to give evidence before a court of law as a witness in a civil or a criminal case in which his private interests are not at issue;
- (ii) deputed to attend a reference library of other Universitys or conferences and scientific gatherings of learned and professional societies in the interest of the University;
- (iii) required to be absent for any other purposes approved by the Board of Management.

The period of such leave admissible in a year shall ordinarily not exceed fifteen days but should, however, be sufficient to cover the period of absence necessary. The conditions under which such leave will be granted will, if necessary, be laid down by the Board of Management.

(c) Special Leave

Members of the employee deputed for practical training in or out of India shall be entitled to special leave as may be determined by the Board of Management.

Provided that Sabbatical leave shall be admissible to a member of the academic employee-

- (a) After the completion of six years' continuous service or more, with the University,
- (b) Where he avails of special leave, after the completion of six years' service or more with the University after his return from such special leave;

but in any case such leave shall not exceed three times (inclusive of special leave in case such leave has been granted) during the entire

service of such member,

(d) Half-pay leave

The half-pay leave admissible to a member of the employee in respect of each completed year of service shall be 20 days.

Half-pay leave may be granted to a member of the employee on medical certificate or on private affairs. No half-pay leave may be granted to a member of the employee in temporary appointment except on medical certificate.

Provided that in case of a temporary member of employee, no half-pay leave will be granted unless the authority competent to sanction leave is ready to believe that the officer will return to duty on the expiry of the leave, except in the case of an officer who has been declared completely and permanently incapacitated for further service by medical authorities.

(e) Earned Leave

Earned leave admissible to members of the vacation employee.

(i) During the period of one academic year, the period of vacation for an employee entitled to it will be 60 days.

(ii) In case such a member of employee is required to remain on duty during the whole or any part of the vacation he shall be eligible to the following amount of earned leave on full pay:

Duration of duty during Vacation	Eligibility to earned leave on full pay
Entire vacation	30 days
Part of vacation	$30 \times \text{No. of days of vacation not availed of} \div \text{the No. of days of the entire vacation}$

Earned leave admissible to members of the non-vacation employee.

(iii) The earned leave admissible to a member of the employee other than vacation employee shall be 30 days in a calendar year.

(iv) The leave account of every said permanent employee shall be credited with earned leave in advance in two instalments of 15 days each on the first January and first July every year.

(v) The leave at the credit of an employee at the close of the previous half year shall be carried forward to the next half year, subject to the condition that the leave so carried forward plus the credit for the half year do not exceed the maximum limit of 300

<p>Extra-ordinary leave</p>	<p>days.</p> <p>(f) Extra-ordinary leave will be granted to an employee in special circumstances:</p> <p style="padding-left: 40px;">A- When no other leave is admissible and</p> <p style="padding-left: 40px;">B- When other leave is admissible but the employee concerned applies in writing for the grant of extra – ordinary leave.</p> <p>(i) Extraordinary leave is not to be debited against the leave account.</p> <p>(ii) The authority empowered to sanction leave may grant extraordinary leave as above, in combination with, or in continuation of, any leave that is admissible and may commute retrospectively periods of absence without leave into extra ordinary leave.</p> <p>(g) Maternity Leave</p> <p>This leave shall have the following provisions in conjunction with terms and conditions as laid down by State Government from time to time.</p> <p style="padding-left: 40px;">[i] Maternity leave may be granted to a woman member of the employee on full pay for a period up to 90 days from the date of its commencement.</p> <p style="padding-left: 40px;">[ii] Maternity leave may also be granted on full pay in cases of miscarriage including abortion, subject to the condition that the leave applied for does not exceed six weeks and the application for leave is supported by medical certificate of authority prescribed by State Government.</p> <p>(iii) Maternity leave shall not be debited to the leave account.</p> <p>(iv) Maternity leave may be combined with leave of other kind except casual leave, but any leave applied for in continuation of maternity leave may be granted only if the application is supported by a medical certificate.</p> <p>(h) Medical I Leave</p> <p style="padding-left: 40px;">I. Medical leave may be granted to a member of the employee under medical treatment for illness or injury if such illness or injury is directly due to risks incurred in the course of his official duty.</p> <p style="padding-left: 80px;">This concession will be available to such members of the employee, the nature of whose duties exposes them to such illness or injury as approved by the Vice Chancellor.</p> <p style="padding-left: 40px;">II. Medical leave may be granted on leave salary, either average or half average as the authority granting it may consider necessary.</p>
-----------------------------	--

	<p>III. Members of employee eligible for Hospital leave will be entitled to such leave without any restriction on the quantum of leave and the leave can be granted for such period as is considered necessary by the authority competent to grant it.</p> <p>IV. Medical leave is not debited against the leave account and may be combined with any other leave which may be admissible, provided that the total period of leave after such combination shall not exceed 28 months.</p> <p>(i) Quarantine leave</p> <p>I. Quarantine leave is granted when a member of employee is precluded under orders of the competent medical authority from attending office in consequence of an infectious disease in his family or household. Such leave can be granted only on the certificate of a medical or public health officer. Maximum duration of Quarantine leave is ordinarily twenty one days and may be extended up to thirty days in exceptional circumstances. Any absence beyond these limits has to be treated as regular leave. A member of employee on Quarantine leave is not treated as absent from duty and his pay is not interrupted.</p> <p>II. Quarantine leave is not admissible if the member of employee himself is suffering from an infectious disease.</p> <p>III. Cholera, Small-pox, Plague, Diphtheria, Typhus fever and Cerebrospinal Meningitis can be treated as infectious disease for the grant of Quarantine leave. In the case of Chicken-pox, however, no Quarantine leave can be granted unless the Health Officer considers that in view of some doubt about the nature of the disease there is reason for grant of such leave.</p> <p>(j) Leave Not Due</p> <p>I. Save as in the case of leave preparatory to retirement, leave not due may be granted to a permanent member of employee both on medical certificate and on private affairs for a period not exceeding 360 days during his entire service out of which not more than 180 days in all can be on private affairs.</p> <p>II. Leave not due shall be granted to a member of employee only if the sanctioning authority is satisfied that there is reasonable chance of the member of employee returning to duty on expiry of leave and shall be limited to half-pay leave which he is likely to earn thereafter.</p> <p>III. Leave not due is admissible when no other kind of leave is due and</p>
--	---

admissible.

IV. A member of employee while on leave due is entitled to the same leave salary as during half-pay leave.

(k) Sabbatical Leave

(i) Sabbatical leave may be granted for one or more of the following objects, namely:

- A. to conduct research or advanced studies in India or abroad; to write text books, standard works and other literature;
- B. to visit or work in Industrial concerns and technical departments of Government to gain practical experience in their respective fields;
- C. to visit or work in a University, Industry or Government research laboratories in India and abroad; and
- D. any other purposes for the academic development of the employee member, as approved by the Vice Chancellor.

(ii) The grant of sabbatical leave shall be subject to the following conditions, namely:

- A. the period of sabbatical leave shall not exceed one year at a time including vacations, if any, but the Board may grant;
- B. in addition any other leave upto a maximum permitted days which the member might have earned during the service at the University;
- C. a member of the academic employee shall, during the period of sabbatical leave, be paid full salary and allowances as admissible under the normal rules but he shall not be entitled to any travelling allowance or any extra allowance in India or abroad;
- D. no substitute shall be appointed in the vacancy and his/her work shall be shared by the other members of the faculty;
- E. a member of the academic employee shall not undertake during the period of sabbatical leave, any regular appointment under any other organisation in India or abroad; he shall, however; be free to receive a scholarship or fellowship or bursary or any other ad-hoc honorarium other than his/ her regular employment;
- F. a member of the academic employee availing sabbatical leave shall furnish a bond in the prescribed form to serve the University for a minimum period of three years on return to

	<p>duty.</p> <p>(I) Paternity Leave</p> <p>This leave shall have the following provisions in conjunction with terms and conditions as laid down by State Government from time to time.</p> <p>i. Paternity leave may be granted to a male member of the employee on full pay when he is allowed to be away from work after the birth of his child for a period upto 30 days from the date of its commencement.</p> <p>ii. To avail paternity leave he has to</p> <p>A. produce a medical certificate confirming maternity of his wife, whose name must fall on the record of his Service Book.</p> <p>B. produce a coloured photograph of his wife, that must match with the photograph pasted on the record of his Service Book.</p> <p>iii. Paternity leave shall not be debited to the leave account.</p> <p>iv. Production of false certificate or photograph shall result into cession of his service.</p>
<i>Increment during leave</i>	54- If the increment falls during the leave other than casual leave, the effect of increase in pay shall be given from the day following the day of expiry (last day) of the leave as such, without prejudice to the normal date of increment.
<i>Limit of total absence</i>	55- A member of the employee ceases to be in the service of the University if he is continuously absent from duty for five years, whether with or without leave unless such absence is absence on foreign service in India.
<i>Cash equivalent of leave salary in certain cases</i>	56- In case an employee dies while he is in service, the cash equivalent of the leave salary that the deceased employee would have got had he gone on earned leave on the date of death shall be given to his family subject to a maximum of leave salary for 180 days.
<i>Cash Payment in lieu of unutilised earned leave on the date of retirement</i>	57- An employee may be paid cash equivalent of leave salary admissible in respect of the period of earned leave at his credit at the time of retirement on superannuation in one lump sum as a one-time settlement subject to a maximum of 180 days, and further subject to other conditions laid down by the Government from time to time.

CHAPTER-9 EMPLOYEES CONDUCT RULES	
<i>Employees Conduct Rules</i>	<p>58 (A) Short Title: These rules may be called the Madan Mohan Malaviya University of Technology Gorakhpur conduct Rules.</p> <p>(B) Application: The provision contained in this schedule shall apply to all employees of the University in conjunction with other provisions of Statutes, Ordinances and Regulations framed from time to time.</p>
<i>Definition</i>	<p>59 (i) In this schedule unless the context otherwise requires:</p> <p style="margin-left: 40px;">A. “competent authority” means:</p> <p style="margin-left: 40px;">B. “Chancellor” in the case of the Vice Chancellor</p> <p style="margin-left: 40px;">C. The Vice Chancellor in the case of all other employees</p> <p>(ii) “Employees” means a person appointed to the Service and posts in connection with the affairs of the University.</p> <p>(iii) “Members of the family “in relation to an employee include.</p> <p style="margin-left: 40px;">A. The wife, son, unmarried daughter of such employees, whether residing with him or not and , in relation to an employee who is a woman, the husband residing with her and dependent of her and, dependent parents of employee, and,</p> <p style="margin-left: 40px;">B. Any other person related whether by blood or by marriage to the employee or to such employee’s wife other husband, and wholly dependent on such employee, but does not include as wife or husband legally separated from the employee or a son, unmarried daughter who is no longer in any way dependent upon him or her, or of whose custody, the employee has been deprived by law.</p> <p>(iv) “Services” means the services under the University.</p>

<p><i>General conduct of employees</i></p>	<p>60- (1) Every employee shall at all times maintain absolute integrity and devotion to duty, and also strict honest and impartial in his official dealings.</p> <p>(2) An employee should at all times be courteous in his dealings with other members of the staff, students and members of public.</p> <p>(3) Unless and otherwise stated specifically in the terms of appointment every employee is the whole-time employee of the university, and may be called upon to perform such duties as may be assigned to him by competent authority, beyond schedule working hour and also on close holidays and Sundays. These duties shall interalia include attendance at meetings of the committees to which he may be appointed by the university.</p> <p>(4) An employee shall be required to observe the schedule hours of work, during which he must be present at the place of his duty.</p> <p>(5) Except for the valid reasons and/or unforeseen contingencies, no employees shall be absent from duty without prior permission.</p> <p>(6) Whenever leaving the station, an employee shall inform the Head of the department/Dean/Registrar/Other authority to which he is reporting; if he is himself the head of the department, he shall inform his leave address where he would be available during the period of his absence from the station to his reporting authority.</p> <p>(7) No employee is permitted to join any political party. His services are liable to be terminated in such eventuality.</p> <p>(8) In case of anything not contained in these conduct rules, the State Government rules as applicable to Government employees shall be applicable.</p>
<p><i>Equal Treatment for all</i></p>	<p>61- Every employee shall accord equal treatment to people irrespective of their caste, creed or religion.</p>
<p><i>Taking part in subversive activities</i></p>	<p>62- (1) No employee shall be a members of, or be otherwise associated with, any organization which takes part of subscribe in aid of or assist in any manner, any movement or organization which he is or tends directly or indirectly to be, subversive of the University or Government as by law established.</p> <p>(2) It shall be the duty of every employee to endeavour to prevent any member of his family from taking part in, subscribing in aid of, or assisting in any other manner any movement or activity which is, or tends, directly or indirectly to be, subversive of the Government as</p>

	<p>by law established and where an employee fails to prevent a member of his family from taking part in, or subscribing in aid or, or assisting in any other manner, any such movement or activity, he shall make a report to that effect the Vice Chancellor of the University, for the purpose of these rules, the University will prepare and notify a list of movements organizations or activities considered to be subversive. If any question arises whether any movement or activity falls within the scope of rule, the decision of the Board of Management thereon shall be final.</p> <p>(3) Within the campus of the University no employee shall canvass or otherwise interfere or use his influence in connection with, an election to any legislature or political party or local bodies.</p> <p>Provided that</p> <p>(i) an employee qualified to vote at such election may exercise his right to vote but where he does so, he shall give no indication of manner in which he proposes to vote or voted;</p> <p>(ii) an employee shall not be deemed to have contravened the provision of this rule by reason only that he assists in the conduct of an election in due performance of a duty imposed on him by or under any law for time being in force.</p> <p>Explanation: This display by an employee on his personal vehicle or residence, of any electoral symbol shall amount to using his influence in connection with an election within the meaning two of this sub-rule</p>
<i>Demonstration and Strikes</i>	63. No employee shall engage himself or shall participate in any demonstration or resort to any form of strike in connection with any matter pertaining to the conditions of service.
<i>Joining of Association by Employees</i>	64. No employee shall join or continue to be a member of any service Association of employee which has not, within a period of one month from its formation, obtained the recognition of the Board of Management, or recognition in respect of which has been refused or withdrawn by the Board of Management.
<i>Connection with press, radio or other media</i>	65. No employee shall, except with the previous sanction of the competent authority, own wholly or in part or conduct or participate in editing or managing of any newspaper or other periodical publication.

	<p>any letter, either anonymously or his own name or in the name of any other person to any newspaper or periodical.</p> <p>Provided that no such sanction shall be required if such broadcast or such contribution is of a purely technical, literary, artistic or scientific character.</p>
<i>Criticism of the University</i>	<p>66. No employee shall, in any media, press, TV or audio broadcast or in any document published anonymously or in his own name or in the name of any other person, or in any communication to the press or in public utterance, make statement of fact or opinion;</p> <ol style="list-style-type: none"> a. Which has the effect of any adverse criticism of any decision of his superior officers, or of any current or recent policy or action of the University or b. Which is capable of embarrassing the relations between the University and Uttar Pradesh Government and Central Government or the Government of any other state or any other institution or organization or member of public of, or which is capable of embarrassing the relation between central Government and Government of any foreign State <p>Provided that nothing in this rule shall apply to any statement made or views expressed by an employee in official capacity or in the due performance of the duties assigned to him.</p>
<i>Evidence before committee or any other authority</i>	<p>67. (1) Save as provided below no employee shall, except with the previous sanction of the competent authority give evidence in connection with any enquiry by any person, committee or authority.</p> <ol style="list-style-type: none"> (2) Where any sanction has been accorded under sub-rule (3) No employee giving such evidence shall exercise the policy or any action of the University, the central government or the State Government. (4) Nothing in rule shall apply to; <ol style="list-style-type: none"> a. evidence given at an enquiry before an authority appointed by the University, by the State/Central Government, by the state legislature or by the parliament or b. evidence given in any judicial enquiry
<i>Unauthorised communication</i>	<p>68. No employee shall, except in accordance with any general or special order of the competent authority or in the performance in the good faith of the duties assigned to him communicate directly or indirectly any official document information to any person/office</p>

	outside University to whom he is not authorized to communicate such document or information.
<i>Subscription</i>	69. An employee may, with the previous sanction of the competent authority ask for or accept participation in raising of, a subscription or other pecuniary assistance for a charitable purpose connected with medical relief, education or other objects of public utility, but it shall not be permissible for him to ask for subscription etc. for any other purpose whatsoever.
<i>Gifts</i>	70. An employee shall not with the previous approval of the competent authority; <ul style="list-style-type: none"> (a) accept directly or indirectly on his own behalf or on behalf of any other person, or (b) permit any member of his family, who is dependent on him to accept any gifts, gratuity, or (c) Reward form any person other than close relation. <p>Provided that an employee may accept or permit any member of his family to accept from a personal friend a wedding present or a present on a ceremonial occasion of a value not exceeding Rs.1001/-.</p>
<i>Public demonstrations in honour of an employee</i>	71. No employee shall, except with the previous sanction of the competent authority receive any complimentary or valedictory address, or accept any testimonial or attend any meeting or public entertainment held in his honour, or in the honour of any other employee. Provided that nothing in this rule shall apply to a farewell entertainment of a substantially private or informal character and held in honour of an employee on the occasion of his retirement or transfer or of any other person who has recently quitted services of the university.
<i>Private trade of employee</i>	72. No employee shall, except with the previous sanction of the competent authority, engage directly or indirectly in any trade or business or undertake any employment. <p>Provide that an employee may, without such sanction undertake honorary work of a social or charitable nature of occasional work of a literary, artistic or scientific character, subject to the condition that his official duties do not thereby suffer and that he informs the Registrar of the University within one month of his undertaking, such a work for permission and discontinue if not permitted by the competent authority.</p>

<i>Insurance business</i>	73. No employee shall except with previous sanction of the competent authority, act as an insurance agent or permit his wife or any other relative who is either wholly dependent on him or is residing with him to act as an Insurance agent in the district of Gorakhpur.
<i>Investing, Lending and Borrowing</i>	74. No employee shall speculate in any business nor shall he make or permit his wife or any other member of his family to make investment likely to embarrass or influence him in discharge of his official duties. No employee shall lend money at interest to any person nor shall borrow from any person with whom he is likely to have official dealings.
<i>Insolvency, Habitual, Indebtedness and Criminal Proceedings</i>	75. (1) An employee shall so manage his private affairs as to avoid habitual Indebtedness or insolvency. When an employee is found liable to arrest for debt or has recourse insolvency or when it is found that a moiety of his salary is continuously being attached, he may be liable to a dismissal. An employee who becomes the subject of legal proceedings for insolvency shall forthwith report full facts to the University. (2) An employee who gets involved in some critical proceedings, shall immediately inform the competent authority through the Head of the Department to which he is attached, irrespective of the fact whether he has been released on bail or not. An employee who is detained in police custody for a longer period than 48 hours shall not join his duties in the University unless he has obtained permission to that effect from the Vice Chancellor.
<i>Movable Immovable and Valuable Property</i>	76. (1) No employee shall, except with the previous knowledge of the competent authority, acquire or dispose of any immovable property by lease, mortgage, purchase, sale, gift or otherwise, in his own name or in the name of any member of his family: Provided that such any transaction conducted otherwise than through a regular and reputed dealer shall require the previous sanction of the competent authority, (2) An employee who enters into any transaction concerning any movable property exceeding ten lacs in values, whether by way of purchase, sale and collaboration shall forthwith report such transaction to the competent authority. Provided that no employee shall enter any such transaction except with or through a reputed dealer of agent of standing, of with the previous sanction of the competent authority,

	<p>(3) At the time the first appointment and thereafter at intervals of five years, every employee shall make to the appointing authority, through the usual channel, a declaration of all immovable property owned, acquired or inherited by him or held by him on lease of mortgage, and or shares & other investments, which may, from time to time, be held or acquired by him, or by his wife or by any member of his family living with, or in any way dependent upon him such declaration should state the full particulars of the property, shares and other investments.</p> <p>(4) The competent authority may, at any time, by general orders, require an employee to submit within a period specified in the order a full and complete statement of such movable or immovable property held or acquired by him or by any member of his family as may be specified in the order. Such statement shall if so require by competent authority, include details of the means by which or the source from which the property was acquired.</p>
<i>Vindication of Acts and Character of Employees</i>	<p>77. No employee shall, except with the previous sanction of the competent authority, have recourse to any court or to do press for the vindication of any official act which has been the subject matter of adverse criticism or an attack of defamatory character.</p> <p>Nothing in this rule shall deem to prohibit an employee from vindicating his private character of any act done by him in private capacity.</p>
<i>Litigation on Service Matters</i>	<p>(78) No employee shall, attempt to seek in a court of law a decision on the grievances arising out of his employment or condition of service, even in cases where such a remedy is legally admissible, without first exhausting the normal official channel redressal.</p>
<i>Canvassing of non-official of other outside influence</i>	<p>(79) No employee shall bring or attempt to bring any political or other outside influence to bear upon the superior authority to further his interests in respect of matters pertaining to his service</p>
<i>Unauthorized pecuniary arrangements</i>	<p>(80) No employee shall enter into any pecuniary arrangements with another employee or any other person so as to afford the specific or implied, provisions of any rule for the time being in force.</p>
<i>Bigamous Marriages</i>	<p>(81) (1) No employee who has a wife living shall contract another marriage without first obtaining the permission of the competent authority, notwithstanding that such subsequent marriage is permissible under the personal law for the time</p>

	<p>being applicable to him.</p> <p>(2) No female employee shall marry any person who has a wife living without obtaining the permission from the competent authority.</p>
<i>Proper use of amenities</i>	(82) No employee shall misuse, or carelessly use, amenities provided for him by the university to facilitate the discharge of his public duties.
<i>Use of service without payment</i>	(83) No employee shall, without making proper and adequate payments avail himself of any service of entertainment for which a hire or price of admission fee is charged.
<i>Use of conveyance belonging to others</i>	(84) No employee shall, except in exceptional circumstances, use a conveyance belonging to a private person or an employee who subordinate to him.
<i>Purchases through subordinates</i>	(85) No employee shall himself ask or permit his wife or any other member of his family living with him to ask any employee who is subordinate to him, to make purchases, locally or from outstation, on behalf of him, his wife or other members of his family, whether on advance payment otherwise; Provided that this rule shall not apply to the purchases which the inferior staff attached to the employee may be required to make.
<i>Representations</i>	(86) Whenever an employee wishes to put forth any claim or seek redress of any grievances or of any wrong done to him, he shall forward his case through proper channel, and shall not forward such advance copies of his application to any higher authority, unless the lower authority has rejected the claim, or refused relief, or the disposal of the matter is delayed by more than three months. No employee shall be signatory to any joint representation addressed to the authorities for the redress of any grievances or for any other matter.
<i>Punishment, Appeals etc.</i>	(87) An employee shall be governed by the provisions of the relevant rules/bye-laws regarding imposition of penalties for breach of any of these rules, and preference of appeals against any such action taken against him.
<i>Interpretation</i>	(88) The decision of the Board of Management on questions relating to the interpretation of these provisions shall be final.
15 – HOSTELS	
<i>Hostels</i>	89. The University shall be a residential University and all students, research scholars and research fellows shall reside in the Hostels/ Single room helor accommodation as created by the University for the purpose.

	<p>1- In exceptional cases the Dean of Student Affairs may permit a student, scholar or fellow to reside with his parent or guardian and for such students there shall be Day Scholar Home.</p> <p>2- Every resident in the Hostels shall conform to rules laid down by the University as approved by the Vice Chancellor/Board of Management from time to time.</p> <p>3- For Hostel, there shall be a Warden and such number of Assistant Wardens and other staff as may be determined by the University from time to time.</p> <p>4- The offices of Warden and Assistant Warden (if any) shall be held by the members of the Academic Staff of the University. The appointment shall be made by the Vice-Chancellor.</p> <p>5- Wardens and Assistant Wardens (if any) shall be entitled to rent free unfurnished quarters corresponding to the type of quarters to which they are normally entitled as teachers of the University. In addition, they shall be paid honorarium as decided by the University from time to time which shall not be a precondition.</p> <p>The management of the Hostels / Day Scholar Homes shall be in accordance with the rules laid down by the University.</p>
16– MISCELLANEOUS	
<i>Schedule of Examinations</i>	<p>90(1) Notwithstanding anything contained in these statutes,</p> <p>(a) Schedule for admission shall be decided by the Board of Management / State Government.</p> <p>(b) last dates for all examinations shall be as prescribed by the Board of Management from time to time.</p> <p>(c) all results shall be declared by the schedule as prescribed by Board of Management.</p> <p>(2) A candidate may be allowed to appear in carry over papers as may be determined by the Dean of UG/PG Affairs.</p> <p>(3) Academic session will mean from 1st July of any year to 30th June of next year.</p>
<i>Fee</i>	<p>91(1) Fees shall be charged as per provisions of Ordinances and as decided by University from time to time</p> <p>(2) The University fees for all courses and disciplines per students shall be as follows or as decided by Board of Management from time to time.</p> <p>(a) Tuition fee</p> <p>(b) User charges for electricity, internet, medical facility and</p>

	<p>other miscellaneous various activities</p> <p>(c) Placement fee</p> <p>(d) Student activity fee</p> <p>(e) Development fee</p> <p>(f) Student Welfare fee</p> <p>(g) Enrolment fee</p> <p>(h) Alumni fee</p> <p>(i) Examination fee</p> <p>(j) Carry over paper fee</p> <p>(k) Hostel charges</p> <p>(l) Mess charges</p> <p>The fee heads fixed in statutes can be reviewed by the Board of Management from time to time.</p> <p>(3) The Board of Management shall fix the values of different components of the University fees as deemed fit from time to time. There can be differential fee structure for the programmes offered under self finance mode.</p>
<i>Cells and Clubs</i>	<p>92. Various cells such as Campus Development Cell, Entrepreneurship Cell, Women Welfare & Anti-Harassment Cell etc. may be constituted by the University in a manner fulfilling and attaining the objective of the University with the approval of Vice Chancellor.</p>
<i>Admission and Entrance Test</i>	<p>93. The Board of Management shall decide the mode of Admission and Entrance Test for the courses run by the University as per the State Government rules.</p>

By order
 (Monika S. Garg)
 Pramukh Sachiv.