

# MEMORANDUM OF ASSOCIATION



**GURUKULA KANGRI VISHWAVIDYALAYA**  
**HARIDWAR (UTTARAKHAND) – 249404**  
(Deemed to be University, fully funded by UGC, New Delhi)

**JUNE, 2012**

# MEMORANDUM OF ASSOCIATION

*[As amended on 05.02.2011 by the Senate keeping in view of the  
UGC (Institution Deemed to be Universities) Regulations 2011*

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*Approved by University Grants Commission, New Delhi  
vide letter F. No. 43-1/2009(CPP-I) dated 24 May 2012]*



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## **MEMORANDUM OF ASSOCIATION**

### **CONSTITUTION**

#### **1. THE NAME OF THE SOCIETY**

The name of the society shall be the “Gurukula Kangri Vishwavidyalaya”.

#### **2. THE NAME OF THE DEEMED TO BE UNIVERSITY ALONG WITH ITS CONSTITUENT UNITS**

The name of the Deemed to be university shall be “Gurukula Kangri Vishwavidyalaya”, herein after referred to as “Vishwavidyalaya”. Its constituent campuses shall be:

- Gurukula Main Campus, Haridwar (Boys)
- Kanya Gurukula Campus, Dehradun(Girls Campus)
- Kanya Gurukula Campus, Haridwar (Girls Campus)
- Any other campuses constituted with the permission of UGC from time to time

#### **3. OFFICE**

The Registered office of the Vishwavidyalaya shall be situated at Gurukula Kangri, P.O.- Gurukul Kangri, Haridwar.

#### **4. OBJECTIVES**

- 4.1 To promote value-based system of education, inculcating love for Ancient Indian Culture, Vedic philosophy, Yoga and other disciplines from time to time on concurrence of UGC;
- 4.2 To impart and promote the education of Ved-Vedangas, Sanskrit language and literature with all its branches of Ancient Vedic as well along with other subjects/disciplines such as Humanities, Social Sciences, Sciences,

Engineering, Technology, Management Studies, Medicine and others as may be decided from time to time on the approval of UGC and/or regulatory authorities as the case may be;

- 4.3 To promote equality of educational opportunities, irrespective of caste, creed and financial or social status according to the Ideals of Vedic Ancient Indian Culture;
- 4.4 To revive the Ashram life and the institution of Brahmacharya;
- 4.5 To prepare students for their integrated development with a strong character devoted to nationalism to be good citizens for the service of the country and humanity and to that end to establish, maintain, control and to have suitable educational campuses;
- 4.6 To provide high quality teaching and research and for the advancement of knowledge and its dissemination through various research programmes undertaken in-house by a substantial number of full time faculty / research scholars (Ph.Ds and Post Doctoral) in diverse disciplines as per guidelines of UGC from time to time;
- 4.7 To promote a synthesis between ancient Indian wisdom and modern knowledge of sciences;

## **5. DEFINITIONS**

In this MOA, unless the context otherwise requires:

- 5.01 "Act" means the University Grants Commission Act, 1956 [Act 3 of 1956]
- 5.02 "Campus" means Campus of the Vishwavidyalaya at its headquarters, wherein its major facilities, faculty, staff, students and its Academic Departments are located in a city /town /village in India. While 'off- Campus Centre' means an approved (by the Central Government) centre of the Vishwavidyalaya beyond its Campus in the country, an 'offshore Campus' means an approved [by the Central Government) centre of the Vishwavidyalaya beyond its Campus and outside India.
- 5.03 "Commission" means the University Grants Commission (UGC) constituted under the Act or any other body empowered to regulate the Vishwavidyalaya under any law for the time being in force.

- 5.04 "Committee of Experts" means a Committee appointed by the Commission consisting of academics, researchers or other experts in the relevant fields of knowledge and notified under these Regulations for such purpose as it may specify; and there may be as many Committees of Experts as the Commission may determine for different purposes.
- 5.05 "Constituent Institution" means an Institution operating under the administrative, academic and financial control of the Vishwavidyalaya and declared as such under the Notification.
- 5.06 "Emerging area of knowledge" means such area of knowledge as may be noted from time to time by the Commission on the recommendation of a Committee of Experts constituted by the Commission for the purpose; and, such Committee shall make its recommendation having regard to the stage of development of studies and research in relevant disciplines as well as the potential and need for raising standards of study and research thereof, in India.
- 5.07 "Government" means the Central Government, unless the context so specifies.
- 5.08 "Institution" means an institution for higher education engaged in teaching and research of high academic standards at the undergraduate, post-graduate or higher levels.
- 5.09 "Institution deemed to be university" means an institution for higher education so declared, on the recommendation of the Commission, by the Central Government under Section 3 of the Act.
- 5.10 "Notification" means a notification issued by the Central Government in the Official Gazette declaring an institution for higher education, as an institution deemed to be university u/s 3 of the Act.
- 5.11 "Sponsoring body" means Arya Pratinidhi Sabha (Punjab, Haryana, Delhi)
- 5.12 "Statutory body" means a body constituted under any law for the time being in force for determining or maintaining standards of quality in the relevant areas of higher education and bodies known as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), National Council for Teacher Education (NCTE), Bar Council of India (BCI), Indian



Nursing Council (INC) etc. shall be the Statutory bodies for the purposes of these Regulations.

## **6. POWERS AND FUNCTIONS**

To carry out the objectives and for the management and properties of the Vishwavidyalaya, the Vishwavidyalaya shall have the following powers:

- 6.1 To establish course of study and research and to provide instruction in such branches of study as the Vishwavidyalaya deems appropriate for the advancement of learning and dissemination of knowledge in such branches;
- 6.2 To confer degrees and to grant Diplomas and /or Certificates to persons who have satisfactorily completed the approved courses of study and /or research as may be prescribed and shall have passed the prescribed examinations;
- 6.3 To institute and award visitor ship, fellowship, scholarship, exhibits, prizes and medals in accordance with the rules adopted by the Vishwavidyalaya from time to time;
- 6.4 To acquire, hold and dispose for the property for the purpose of the Institute provided that the prior approval of the Board of Management is obtained in the case of acquisition or disposal of immovable property and to construct, improve, alter, demolish, repair and maintain any building for purpose of the Vishwavidyalaya;
- 6.5 To do all such things as may be necessary for the incidental or conducive to attainment of all or any of the objects of the Vishwavidyalaya;

## **7. GOVERNANCE SYSTEM**

The Vishwavidyalaya shall be registered as a not-for profit Society under the Societies Registration Act, XXI of 1860 and is fully funded by UGC, New Delhi, The Vishwavidyalaya shall bound to follow the rules & regulations of UGC in accordance with the following provisions:

- 7.1 Among the authorities of the Vishwavidyalaya, there shall be a Chancellor who shall be appointed by the Sponsoring Body. He /she shall be an eminent educationist or a distinguished public figure other than the President of the Sponsoring Body or his/her close relatives.

- 7.2 The highest governing body of the Vishwavidyalaya shall be a Board of Management headed by the Vice Chancellor or a distinguished academic. This body shall consist of a minimum of ten members and a maximum of twelve members.
- 7.3 There shall be no position of Pro-Chancellor.
- 7.4 The Board of Management of the Vishwavidyalaya shall be independent of the Sponsoring Body with full autonomy to perform its academic and administrative responsibilities. The number of representative(s)/ nominee(s) of the Sponsoring Body on the Board of Management shall be limited to a maximum of two.
- 7.5 The Board of Management shall consist of eminent persons capable of contributing to and upholding Vishwavidyalaya's ideals and traditions.
- 7.6 The Vice Chancellor shall be an eminent academic and shall be appointed by the Chancellor on the recommendation of a Search-cum-Selection Committee consisting of a nominee of the Government who shall be nominated in consultation with UGC, a nominee of the Chancellor and that of the Board of Management. The Committee shall be chaired by the nominee of the Board of Management.

## **8.0 ADMISSIONS AND FEES STRUCTURE**

- 8.1 Admission of students to the Vishwavidyalaya, shall be strictly on the basis of Academic merit or merit based on an All India examination as prescribed by the Regulations and in consistence with the national policy in this behalf, from time to time.
- 8.2 Admission of Non-Resident Indians (NRI) / Persons of Indian Origin (PIO) / Foreign Students to the Vishwavidyalaya shall be governed by the guidelines / Regulations framed by the Commission in this behalf from time to time.
- 8.3 The Vishwavidyalaya shall preserve the records of admission at least for five years.
- 8.4 The fee structure for various programmes of study in the Vishwavidyalaya shall be fixed in accordance with the Fee Regulations framed by the Government or by the Commission in this behalf from time to time.
- 8.5 The level of the fees charged for the courses offered by the Vishwavidyalaya shall be reasonable in relation to the cost of running the course. The fee structure shall be displayed in the prospectus and on the Vishwavidyalaya's website.

8.6 The Vishwavidyalaya shall ensure that there shall be no commercialization of education and shall provide for equity and access to all deserving students.

## **9.0 MAINTENANCE OF STANDARDS**

The Vishwavidyalaya shall maintain standards, higher than the minimum, of instruction, academic and physical infrastructure, qualifications of teachers, etc. as prescribed for college level institutions by the Commission or by the Statutory/Regulatory body concerned, such as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), National Council for Teachers Education (NCTE), Bar Council of India (BCI), Indian Nursing Council (INC), etc. and shall obtain their approval. This shall be periodically monitored by the duly constituted Committee (s) of the Commission.

## **10.0 NEW DEPARTMENTS, OFF-CAMPUS CENTRES AND OFF-SHORE CAMPUSES**

10.01 The Vishwavidyalaya shall operate within its own main Campus and constituent campuses as is declared by the Central Government in the notification and conducting approved programmes of study falling within the area of its specialization.

10.02 If Vishwavidyalaya wishes to start a new Department dealing with a subject which is not in the field of its specialization or in an allied field, it may do so only if that field is covered under the objectives for which the Vishwavidyalaya was established, and with the prior approval of the Commission.

10.03 A new Department in the Campus or in the approved off-Campus Centre shall be established by the Vishwavidyalaya only with the prior approval of the Commission.

10.04 An off-Campus Centre may be established by the Vishwavidyalaya with the prior approval of the Central Government, on the recommendation of the Commission. The Central Government shall also consider the views of the State / UT

Government concerned where the off- Campus Centre is proposed to be established.

- 10.05 An off-shore Campus of the Vishwavidyalaya shall be established with the prior permission of the Government, on the recommendation of the Commission:

Provided that the country, where such off-shore Campus is proposed to be established, requires grant of approval by it for such establishment, then the application to the Government for permission shall be made along with the approval granted by that country:

Provided further that if the country where such off-shore Campus is proposed to be established requires prior concurrence of the Government of India for the approval, referred to in the first provision, of that country to be granted, then the Central Government, on the recommendation of the UGC may give a 'No Objection' to the proposal but such 'No Objection' shall not be construed as permission of the Central Government to the Vishwavidyalaya to establish an off-shore Campus. The Vishwavidyalaya shall also submit an undertaking that it shall comply with all laws, norms or standards prescribed by that country where the off-shore Campus is proposed to be established.

- 10.06 The Vishwavidyalaya, in case intends to start a new off-Campus Centre / off-shore Campus shall apply to the Government of India in the prescribed proforma at least six months prior to the proposed date of starting the Centre / off-shore Campus. The Government of India shall forward the proposal to the Commission for its advice. In case of establishment of a new Department in the Campus or an approved off-Campus Centre, the application in the prescribed format shall be sent directly to the Commission.

- 10.07 The Vishwavidyalaya shall ensure that the off-Campus Centre / off-shore Campus have adequate academic and physical infrastructure facilities as per the norms and standards prescribed by the Commission and the Statutory / Regulatory body concerned. Such facilities shall be proportionate to the size and activities of the off-Campus Centre / off-shore Campus. The off-shore Campus of the Vishwavidyalaya shall also comply with all norms and standards of the country in which it is established.

- 10.08 The off-Campus Centre/ off-shore Campus shall be directly administered by the Vishwavidyalaya in matters of admission, instruction, evaluation, conferring of degrees, etc. In case of the off-shore Campus, lease in the name of the Vishwavidyalaya may be acceptable (as per the procedure of the country in which such off-shore campus is to be established). In case lease is not permissible in any particular country, land and other assets in the name of a Strategic Partner shall be accepted. For this, the Vishwavidyalaya shall have a duly registered MOU / collaboration with the Strategic Partner which shall be governed in accordance with the law for the time being in force, in India.
- 10.09 The Vishwavidyalaya shall ensure that the new Department / off-Campus Centre / off-shore Campus shall offer only those programmes of study which are approved by its appropriate bodies and the statutory / regulatory body concerned such as All India Council for Technical Education (AICTE), Medical Council of India (MCT), Dental Council of India (DCI), Pharmacy Council of India (PCI), National Council for Teachers Education (NCTE), Bar Council of India (BCI), Indian Nursing Council (INC), etc. wherever applicable. In case of any new or existing institution of higher learning proposed to be brought under the ambit as a constituent unit, only those students who were admitted in such institutions on a date subsequent to the date of notification of the declaration under Section 3 of the UGC Act 1956 in regard to bringing the institution under the ambit of the Vishwavidyalaya, shall be eligible for being examined by it, for the award of degree or any other qualification on successful completion of their respective courses or programmes of study.
- 10.10 In the case of an off-shore Campus, the remittances of funds from / to the main Campus shall be governed by the Reserve Bank of India rules.
- 10.11 The over-all performance of an off-Campus Centre / off-shore Campus shall be monitored by the Commission biennially for six years and subsequently after five years and whose directions on management, academic development and improvement shall be binding on the Campus.
- 10.12 If the functioning of the Campus / off-Campus Centre of the Vishwavidyalaya does not meet the standards stipulated by the Commission and remains unsatisfactory for two consecutive reviews, as assessed by the Commission, the Vishwavidyalaya

may be instructed by the Central Government, on the advice of the Commission, to close down the off-Campus Centre / Campus concerned. The Commission may initiate action against it even on the basis of complaints received against such Centres / Campuses. In the interest of the students, the Commission may allow the Centre / Campus to function till the last batch of students enrolled therein, as on the date of such instruction, passes out. The Vishwavidyalaya shall take appropriate steps to safeguard the interests of the faculty / staff at the Centre / Campus. In the event of closure of the Centre / Campus, the assets and liabilities thereof shall revert to the Vishwavidyalaya.

- 10.13 The Commission may give an 'in-principle No Objection' to the Vishwavidyalaya for establishing an off-Campus Centre, wherever required by the Statutory Councils, if the Commission is so satisfied about the viability of the proposal; but such 'No Objection' shall not be construed as permission of the Commission to the Vishwavidyalaya to establish an off-Campus Centre. In all such cases, formal proposal(s) shall be examined by the Commission under these Regulations. The Vishwavidyalaya shall not admit student(s) to its course(s) in such off-Campus Centre(s) before the permission is granted by the Commission to such proposal(s).

## **11.0 INCLUSION OF OTHER INSTITUTIONS UNDER THE AMBIT OF THE VISHWAVIDYALAYA**

New Institutions under the ambit of the deemed to be university shall be included only after prior approval of UGC/ Government.

## **12.0 JOINT PROGRAMMES**

- 12.1 The Vishwavidyalaya may conduct joint academic programme(s) with other Universities/Institutions deemed to be universities in India and abroad with the prior approval of the Commission. The proposed joint programme(s) shall conform

to the Acts and Rules of the Commission that shall apply to such programmes from time to time.

12.2 There shall be sufficient safeguards so as to protect the interests of students enrolled in such programmes.

12.3 The joint programmes shall be subjected to mandatory assessment and accreditation:

### **13.0 THE VISHWAVIDYALAYA OPEN TO ALL**

13.1 Admission and employment in the Vishwavidyalaya shall be open to all citizens of India regardless of race, religion, caste or creed and the area/ place of residence in India.

13.2 All policies and procedures, as applicable to the university level institutions of public funded institutions shall apply to the Vishwavidyalaya.

### **14.0 INSTITUTION DEEMED TO BE UNIVERSITY TO BE UNITARY**

The Vishwavidyalaya shall not affiliate any other institution.

### **15.0 RESERVATION POLICY**

The Vishwavidyalaya shall implement the reservation policy in admissions and recruitment, in accordance with the Act of Parliament for the time being in force.

### **16.0 DISTANCE EDUCATION**

The Vishwavidyalaya shall not conduct any course in distance mode.

## **17.0 MEETINGS OF THE BODIES OF THE VISHWAVIDYALAYA**

The Vishwavidyalaya shall conduct meetings of all its statutory bodies, like Board of Management, Academic Council, etc. at regular intervals as per the Regulations and the minutes of each such meeting shall be displayed in the website of the Vishwavidyalaya.

## **18.0 USE OF THE WORD 'UNIVERSITY'**

The Vishwavidyalaya shall not use the word 'University' suffixed to its name but may mention the words "deemed to be university" within parenthesis suffixed thereto.

## **19.0 CONSEQUENCES OF VIOLATION OF REGULATIONS**

19.1 The Central Government / Commission shall have the right to cause an inspection of the Vishwavidyalaya, its buildings, laboratories, its examinations, teaching and other work conducted or done by the Vishwavidyalaya, and to cause an enquiry to be made, if considered necessary by the Central Government / UGC, in respect of any matter of the Vishwavidyalaya.

19.2 After conducting an inspection of the Vishwavidyalaya by the Commission on its own or on the basis of any other authentic information or report received from any other reliable source(s) and after considering the explanation submitted by the Vishwavidyalaya, if the Commission is satisfied that the Vishwavidyalaya has violated any of the provisions of these Regulations or any directives issued by the Commission, the Commission may direct the Vishwavidyalaya not to admit new students for the period to be decided by the Commission and in case of deliberate continuous violation of these Regulations, may advise the Central Government for withdrawal of the declaration notifying the institution as an institution deemed to be university. In the event of such withdrawal of the declaration, the entire movable and immovable properties of the institution deemed to be university shall stand forfeited to the Commission. For first violation, the withdrawal may be restricted to one academic session which can be extended up to five academic sessions for repeated violations. However, for serious and deliberate violation, the status of deemed to be university may be withdrawn permanently.



- 19.3 In the event of the withdrawal of the deemed university status, action may be simultaneously initiated to protect the interests of the students according to such precedents and practices as applicable or determined for the specific situation.
- 19.4 If Vishwavidyalaya wishes to withdraw itself or its constituents from the status of 'institution deemed to be university', it may do so with the prior permission of the Central Government. Such withdrawal shall take effect only after the last batch of students then enrolled, passes out of the Vishwavidyalaya.

# **RULES OF THE VISHWAVIDYALAYA**

## **1. MANAGEMENT OF THE VISHWAVIDYALAYA**

The Vishwavidyalaya shall be managed through a Board of Management which shall be a compact and homogeneous body enabling it to promptly take and implement well considered decisions and to effectively handle crisis situations.

## **2. AUTHORITIES OF THE VISHWAVIDYALAYA**

The following shall be the authorities of the Vishwavidyalaya :

- (i) Board of Management
- (ii) Academic Council
- (ii) Planning and Monitoring Board
- (iv) Finance Committee
- (v) The Faculties
- (vi) The Departments
- (vii) Board of Studies
- (viii) Such other authorities as may be declared by the Rules to be authorities of the Vishwavidyalaya

### **2.1 . Educational Faculties**

There shall be the following Faculties to assist and advise the Academic Council which can be increased on the directions of the Academic Council;

- 1 Faculty of Oriental Studies
- 2 Faculty of Humanities
- 3 Faculty of Ayurveda and Medical Sciences
- 4 Faculty of Science.
- 5 Faculty of Life-Science
- 6 Faculty of Technology
- 7 Faculty of Management Studies
- 8 Faculty of Engineering and Technology
- 9 Faculty of Education

- 10 Any other Faculty constituted on the direction of Board of Management from time to time.

### **3. BOARD OF MANAGEMENT**

#### **3.1. The Managing body of the Vishwavidyalaya:**

There shall be a Board of Management to be headed by the Vice Chancellor. It shall perform its academic and administrative responsibilities independently.

#### **3.2 Composition:**

The Board of Management shall consist of the following members:

- 1 Vice-Chancellor- Chairperson
- 2 Deans of Faculties not exceeding two (by rotation based on seniority).
- 3 One Coordinator, Kanya Gurukula Campus, Dehradun/Haridwar (by rotation based on seniority)
- 4 Three eminent academicians of high repute to be nominated by the Chancellor
- 5 One eminent academician to be nominated by the Central Government (MHRD) in consultation with UGC.
- 6 Two teachers (from Professors, Associate Professors) by rotation based on seniority
- 7 One nominee of the Sponsoring Body.
- 8 The Registrar of the Vishwavidyalaya shall be the Ex-Officio non-member secretary.

#### **Note:**

- (i) The term of the members except the Ex-officio member shall be three years but they will continue till their successors are nominated.
- (ii) The term of member of teaching staff shall be two years or till such time as they continue to be members of the teaching staff whichever is less.

#### **4. POWERS OF THE BOARD OF MANAGEMENT**

The Board of Management shall be the principal organ of the management and principal executive body of the Vishwavidyalaya and shall have the following powers, namely:

- 4.1 To establish, on the advice of the Academic Council, Divisions and Departments for the academic work and functions of the Vishwavidyalaya and to allocate areas of study, teaching and research to them;
- 4.2 To create teaching and academic posts, to determine the number, cadres and qualifications thereof as approved by the UGC, and Board of Management and the emoluments of such posts in consultation with the Finance Committee;
- 4.3 To appoint such Professors, Associate Professors, Assistant Professors and other academic staff as may be necessary on the recommendation of the Selection Committee;
- 4.4 To lay down the duties and conditions of service of the Professors, Associate Professors and Assistant Professors and other academic staff of the Vishwavidyalaya as directed by UGC in consultation of the Academic Council;
- 4.5 To appoint Visiting fellows and Visiting Professors;
- 4.6 To create administrative, ministerial and other necessary posts in terms of the cadres laid down and to make appointments on such posts as directed by UGC in consultation of the Finance Committee;
- 4.7 To constitute, for the benefit of the teaching, academic, technical, administrative and such other staff, pension, insurance, provident fund and gratuity as it may deem fit and aid in the establishment and support of Association, Institutions, Funds, Trusts and conveyances calculated to benefit the staff and the students of the Vishwavidyalaya as directed by UGC;
- 4.8 To regulate and enforce discipline among the employees of the Vishwavidyalaya and to take appropriate disciplinary action, wherever necessary;
- 4.9 To entertain and adjudicate upon and, if thought fit, to redress any grievances of the employees and students;
- 4.10 To grant leave of absence to the Vice-Chancellor and to make necessary arrangements for carrying on his/her functions during the period of absence.

- 4.11 To approve the award of Degrees and diplomas based on the results of examinations and tests and to confer, grant or award Degrees, Diplomas, Certificates and other academic titles and distinctions;
- 4.12 To fix the emoluments and traveling and other allowances of examiners, moderators, tabulators and such other personnel appointed for examinations in consultation with the Academic Council and the Finance Committee as directed by UGC;
- 4.13 To institute Fellowships, including Travel Fellowships, Scholarships, Studentships, Medals and Prizes in accordance with the Rules to be framed for the purpose;
- 4.14 To advise the Sponsoring Body on matters regarding acquisition, management and disposal of any immovable property on behalf of the Vishwavidyalaya;
- 4.15 To purchase, take on lease or accept as gift or otherwise any land or buildings or works which may be necessary or convenient for the purpose of the Vishwavidyalaya, on such terms and conditions as it may deem fit and proper, and to construct or alter and maintain any such building(s) or work(s);
- 4.16 To transfer or accept transfers of any movable property on behalf of the Vishwavidyalaya;
- 4.17 To execute with the consent of the Sponsoring Body conveyance, transfer Government Securities, re-conveyances. Mortgages, leases, bonds, licenses and agreements in respect of property, movable or immovable, belonging to the Vishwavidyalaya or to be acquired for the purposes of the Vishwavidyalaya;
- 4.18 To issue appeals for funds for carrying out the objectives of the Vishwavidyalaya and, consistent with the provisions of the objectives, to receive grants, donations, contributions, gifts, prizes, scholarship, fees and other moneys, to give grants and donations, to award prizes, scholarships, etc.;
- 4.19 To raise and borrow with the consent of the Sponsoring Body money on bonds, mortgages, promissory notes or other obligations or securities founded or based on any of the properties and assets of the Vishwavidyalaya or without any securities, upon such terms and conditions as it may think fit and to pay out of the funds of the Vishwavidyalaya, all expenses incidental to the raising of money and to repay and redeem the money borrowed;

- 4.20 To draw and accept and make and endorse discount and negotiate Government of India's and other promissory notes, bills of exchange cheques or other negotiable instruments;
- 4.21 To maintain a fund to which shall be credited:
- (a) all moneys provided by the Central or State / UT Government(s) /University Grants Commission;
  - (b) all fees and other charges received by the Vishwavidyalaya;
  - (c) all money received by the Vishwavidyalaya as grants, gifts, donations, benefactions, bequest or transfers and
  - (d) all money received by the Vishwavidyalaya from any other approved source;
- 4.22 To open account or accounts of the Vishwavidyalaya with anyone or more scheduled banks and to lay down the procedure for operating the same;
- 4.23 To deposit all moneys credited to the funds in scheduled banks or to invest them in consultation with the Finance Committee;
- 4.24 To invest the funds of the Vishwavidyalaya or money entrusted to the Vishwavidyalaya in or upon such securities and in such manner as it may deem fit and from time to time transpose any investment;
- 4.25 To maintain proper accounts and other relevant records and prepare Annual Statements of Accounts, including the balance sheet for every previous financial year, in such form as may be prescribed by the rules and regulations of the Vishwavidyalaya;
- 4.26 To manage, regulate and administer the revenue, the finance, accounts, investments, properties, business and all other administrative affairs of the Vishwavidyalaya and for that purpose to appoint such agent or agents as it may deem fit;
- 4.27 To provide building or buildings, premises, furniture, fittings, equipments, appliances and other facilities required for earning on the work of the Vishwavidyalaya;
- 4.28 To establish, maintain and manage residencies for faculty and staff and hostels for the students of the Vishwavidyalaya;

- 4.29 To recognize and maintain control and supervision of hostels owned and managed by other agencies for the students of the Vishwavidyalaya and to rescind such recognition;
- 4.30 To appoint such committees for such purpose and with such powers as the Board of Management may think fit and to co-opt such persons on these Committees as it thinks fit;
- 4.31 To appoint in order to execute an agreement or transact any business of the Vishwavidyalaya, any person as attorney of the Vishwavidyalaya with such powers as it may deem fit;
- 4.32 To ensure that Audit of Accounts of Vishwavidyalaya is conducted by CAG in due course of time;
- 4.33 To select an emblem and to have a common seal for the Vishwavidyalaya and to provide for the custody and use of such seal;
- 4.34 To delegate all or any of its powers to any Committee or Subcommittee constituted by it or the Vice-Chancellor of the Vishwavidyalaya;
- 4.35 To conduct all administrative affairs of the Vishwavidyalaya not otherwise specifically provided for;
- 4.36 To take all necessary decisions for the smooth and efficient functioning of the Vishwavidyalaya.

## **5. MEETINGS OF THE BOARD OF MANAGEMENT**

- 5.1 The Board of Management shall meet at least four times a year. Not less than 15 day's notice shall be given of a meeting of the Board of Management.
- 5.2 Eight members shall make the quorum.
- 5.3 Every meeting of the Board of Management shall be presided over by its Chairman (Vice-Chancellor) and in his absence, by a member chosen by the members present from among themselves.
- 5.4 Each member of the Board of Management, including its Chairman shall have one vote and decisions at the meetings of the Board shall be taken by simple majority. In case of a tie, the Chairman shall have a casting vote.

- 5.5 Any business which may be necessary for the Board of Management to perform may be carried out by circulating appropriate resolution thereon among its members and any resolution so circulated and approved by a simple majority shall be as effective and binding as if such resolution had been passed at the meeting of the Board.
- 5.6 A copy of the proceedings of each meeting shall be furnished to the Chancellor of the Vishwavidyalaya as soon as possible after the meeting.

## **6. TERMINATION OF MEMBERSHIP**

If a member other than the Vice-Chancellor and those representing the teachers, accepts a full time appointment in the Vishwavidyalaya or does not attend three consecutive meetings of the Board of Management without any intimation, he/she shall cease to be a member of the Board of Management.

## **7. CONSTITUTION OF STANDING COMMITTEE AND AD-HOC COMMITTEE BY BOARD OF MANAGEMENT**

- 7.1 Subject to the provision of the Rules and Regulations of the Vishwavidyalaya as recommended by UGC, the Board of Management may, by a resolution, constitute such Standing Committee or Ad hoc Committee or Planning & monitoring Board or Committees for such purposes and with such powers as the Board may think fit for discharging any function of the Vishwavidyalaya for inquiry into, reporting and advising upon any matter of the Vishwavidyalaya.
- 7.2 The Board of Management may co-opt such persons on the Standing Committees or Planning & Monitoring Board or Ad-hoc Committees, as it may consider suitable.

## **8. DELEGATION OF POWERS OF BOARD OF MANAGEMENT**

The Board of Management may, by a resolution, delegate to the Vice Chancellor or any other officer of the Vishwavidyalaya of the Standing Committee or the Ad-hoc



Committee such of its powers as it may deem fit subject to the condition that the action taken by the Vice Chancellor or the officer concerned or the Standing Committee or Planning & Monitoring Board or the Ad-hoc Committee concerned in the exercise of the powers so delegated shall be reported at the next meeting of the Board of Management.

## **9 . ACADEMIC COUNCIL**

The Academic Council shall be the principal academic body of the Vishwavidyalaya and shall, subject to the provision of the Rules, have the control over and be responsible for the maintenance of standards of teaching, research and training, approval of syllabus, coordination of research activities, examinations and tests within the Vishwavidyalaya and shall exercise such powers and perform such other duties and functions as may be prescribed or conferred upon it by the Rules of the Vishwavidyalaya.

## **10. COMPOSITION OF THE ACADEMIC COUNCIL**

The Academic Council shall consist of the following persons, namely:

1. Vice Chancellor -Chairperson
2. All Deans of Faculties
3. Coordinator of Kanya Gurukula Campus, Dehradun
4. Coordinator of Kanya Gurukula Campus, Haridwar
5. All Heads of the Departments
6. Ten Professors other than the Heads of the Departments (by rotation of seniority)
7. Three Associate Professors from the Departments other than the Heads of the Departments (by rotation of seniority)
8. Three Assistant Professors from the Departments (by rotation of seniority)
9. Three persons from amongst educationists of repute or persons from any other field related to the activities of the Vishwavidyalaya who are not in the service of the Vishwavidyalaya nominated by the Vice- Chancellor
10. Three persons who are not members of the teaching staff, co-opted by the Academic Council for their specialized knowledge
11. The Registrar, who shall be the Ex-officio non-member Secretary of the Academic Council

## **11. TERM OF MEMBERSHIP OF ACADEMIC COUNCIL**

The term of members other than the ex-officio members shall be two years.

## **12 POWERS AND FUNCTIONS OF THE ACADEMIC COUNCIL**

The Academic Council shall have the following powers and duties, namely:

- 12.1. To consider matters of academic interest either on its own initiative or at the instance of the Board of Management or those proposed by the departments/faculties and to take proper action thereon;
- 12.2. To exercise general supervision over the academic work of the Vishwavidyalaya and to give direction regarding methods of instruction, evaluation, and improvements in academic standards;
- 12.3. To promote research within the Vishwavidyalaya, acquire reports on such researches from time to time;
- 12.4. To prescribe courses of study leading to degrees and diplomas of the Vishwavidyalaya;
- 12.5. To make arrangements for the conduct of examinations in conformity with the rules and regulations of the Vishwavidyalaya;
- 12.6. To appoint examiners, moderators, tabulators and such other personnel for different examinations;
- 12.7. To maintain proper standards of the examinations;
- 12.8. To recognize diplomas and degrees of universities and other Institutions and to determine equivalence with the diplomas and degrees of the Vishwavidyalaya;
- 12.9. To suggest measures for departmental co-ordination;
- 12.10. To make recommendations to the Board of Management on;
  - a. Measures for improvement of standards of teaching research and training, Institution of Fellowships, Travel Fellowships, Scholarships, Medals, Prizes etc.;
  - b. To recommend to the Board of Management, the establishment or abolition of departments/ centres; and

- c. To frame rules covering the academic functioning of the Vishwavidyalaya, admissions, examinations, award of fellowships and studentships, free-ships, concessions, attendance, discipline, residence etc;
- d. To appoint sub-committees to advice on such specific matters as may be referred to it by the Board of Management;
- e. To consider the recommendation of the sub-committees and to take such action as the circumstances of each case may require;
- f. To take periodical review of the activities of the Departments/Centres and to take appropriate action with a view to maintaining and improving standards of instruction;
- g. To recommend the creation of teaching posts (Professors, Associate Professors; and
- h. To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Rules and Regulations of the Vishwavidyalaya;

### **13. MEETINGS OF THE ACADEMIC COUNCIL**

- 13.1. The Academic Council shall meet as often as may be necessary but not less than two times during an academic year. Not less than 15 days' notice shall be given of a meeting of the Academic Council.
- 13.2. One third of the total number of members of the Academic Council shall constitute the quorum for the meeting of the Academic Council.
- 13.3. Each member, including its Chairman, shall have one vote and decisions at the meetings of the Academic Council shall be taken by simple majority. In case of a tie, the Chairman shall have a casting vote.
- 13.4 Any business which it may be necessary for the Academic Council to perform, except such as may be placed before its meeting, may be carried out by circulation of the resolution among all its members and the resolution so circulated and approved by a simple majority shall be effective and binding as if such resolution had been passed in the meeting of the Academic Council, provided that at least one

half of the total number of the members of the Academic Council have recorded their views on the resolution.

13.5. Modifications in the courses of the studies shall come into force from the beginning of the next Academic year. No modifications shall be permitted in the interim period.

**Note:** The Vice-chancellor will preside over the meetings of the Academic Council and in his absence officiating Vice-Chancellor of the Vishwavidyalaya will preside over the meetings of Academic Council.

#### **14. PLANNING & MONITORING BOARD**

14.1 The Planning & Monitoring Board shall be the principal Planning Body of the Vishwavidyalaya and shall be responsible for the monitoring of the development programmes of the Vishwavidyalaya.

14.2 The Vice-Chancellor shall be the Chairman of the Planning & Monitoring Board. The Registrar shall be its Secretary. It may include seven internal members and three outside eminent experts, including one nominee of the UGC.

14.3 The constitution, powers and functions of the Planning & Monitoring Board shall be prescribed by the Rules.

14.4 The Planning & Monitoring Board would have the right to advise the Board of Management and the Academic Council on any matter which it considers necessary for the fulfillment of the objectives of the Vishwavidyalaya.

14.5 The recommendations of the Planning & Monitoring Board shall be placed before the Board of Management for consideration and approval. Proposals relating to the academic matters may be processed through the Academic Council.

#### **15. FINANCE COMMITTEE**

There shall be a finance committee.

## **16. COMPOSITION OF THE FINANCE COMMITTEE**

The Finance Committee shall consist of the following members:

1. Vice Chancellor: Chairman
2. One Nominee of the Sponsoring Body
3. Two Nominees of the Board of Management, one of whom shall be a member of the board
4. One representative of the Government
5. The Finance Officer shall be the Ex-officio Secretary of the Finance Committee.

## **17. TERM OF OFFICE OF THE FINANCE COMMITTEE**

All members of the Finance Committee other than ex-officio members shall hold office for a term of three years.

## **18. POWERS AND FUNCTIONS OF THE FINANCE COMMITTEE**

- 18.1 To consider the annual accounts and financial estimates of the Vishwavidyalaya and submit them for approval of the Board of Management;
  - 18.2 To consider and recommend the annual budget and revised estimates to the Board of Management and to consider and accept the annual accounts;
  - 18.3 To fix limits for the total recurring and non-recurring expenditure of the Vishwavidyalaya based on its income and resources;
- Note: No expenditure other than that provided in the budget shall be incurred by the Vishwavidyalaya without the approval of the Finance Committee;

## **19. MEETING OF THE FINANCE COMMITTEE**

The Finance Committee shall meet at least twice a year. Five members shall form the quorum.

## **20. BOARD OF STUDIES**

- 20.1 There shall be a Board of Studies in each subject. The syllabus shall be prescribed for a degree provided that the Board of Management may, by regulations, made with the

concurrence of the Academic Council, empower the same Board to deal, with two or more allied subjects, whether assigned to the same faculty or to different faculties.

20.2 A Board of Studies shall be constituted as follows:

1. Dean of the Faculty: Chairman
2. Head of the Department
3. All professors of the Department
4. Two outside subject experts to be appointed by the Vice-Chancellor for three years
5. Two Associate Professors of the Department by rotation of seniority for three years
6. Two Assistant Professors of the Department by rotation of seniority for three years

Note: Head of the Department shall be the convener of the BOS

20.3 The Board of Studies shall have the following functions:

20.3.1 To initiate proposals regarding new courses of study and regarding changes in the existing courses; and

20.3.2 To recommend suitable persons for inclusion in the lists of persons eligible for appointment as internal and external examiners respectively for various degrees;

20.3.3 Fifty percent members present shall form a quorum.

20.3.4 Every Board shall meet as per requirement unless otherwise directed by the Vice-Chancellor.

20.3.5 The draft courses shall be circulated among the faculty members of the Department concerned and if, in the opinion of the Convener, the criticism received from any faculty member of the Department justifies reconsideration of the courses, another meeting of the Board may with the special permission of the Vice-Chancellor be called for this purpose.

20.3.6 Comments and/or proposals (if any) received from members of the department shall be forwarded to the Convener of the Board of Studies concerned.

## **21. SELECTION COMMITTEES AND SELECTION PROCEDURES**

There shall be Selection Committees for making recommendations to the Board of Management for appointment:

- (i) to the posts of Assistant Professor, Associate Professor, Professor, Assistant Librarian, Deputy Librarian, Librarian, Assistant Director of Physical Education,

Deputy Director of Physical Education and Director of Physical Education and such other posts as may be prescribed by the Rules.

- (ii) specified in the selection procedures for direct recruitment and Career Advancement Schemes Regulations for teachers in the Vishwavidyalaya.
- (iii) Every Selection Committee shall be constituted as per UGC norms framed from time to time and accepted by the Board of Management.

## **22. MEETINGS OF THE SELECTION COMMITTEE**

- (a) The meetings of the Selection Committees shall be convened by the Chairman of the Selection Committee as and when necessary.
- (b) Four members of the Selection Committee consisting of at least two experts shall form the quorum.
- (c) If the Board of Management is unable to accept the recommendations of the Selection Committee, it shall record its reasons thereof and require an appropriate review by a high power committee.

## **23. OFFICERS OF THE VISHWAVIDYALAYA**

The following shall be the officers of the Vishwavidyalaya:

- a) Chancellor
- b) Vice-Chancellor
- c) Registrar
- d) Finance Officer
- e) Deans of Faculties
- f) Coordinators of Kanya Gurukula Campuses
- g) Heads of the Department
- h) Such other officers as may be prescribed in the Rules of the Vishwavidyalaya

## **24. CHANCELLOR**

The Vishwavidyalaya shall have a Chancellor who shall, when present, preside over the convocations of the Vishwavidyalaya but shall not be the Chief Executive Officer. The

Chancellor shall be appointed by the Sponsoring Body, shall hold office for a period of 5 years and shall be eligible for one more term. The Chancellor shall neither be a member of the Society nor a close relative of the President of the Sponsoring Body. He /she shall be an eminent educationist or a distinguished public figure. He/She shall be selected by a Committee consisting of the Presidents of the Arya Pratinidhi Sabha (Punjab, Haryana and Delhi). The post of Chancellor shall be purely non-remunerative.

Three months before the expiry of the term of the Chancellor, the Registrar, on the advice of the Board of Management, shall call the meeting of the Committee consisting of three Presidents of Arya Pratinidhi Sabha (Punjab, Haryana, Delhi) for the selection of the Chancellor. Where power is conferred upon the Chancellor to nominate persons to authorities, he/she shall, to the extent necessary, nominate persons to represent the various interests for the furtherance of the objectives of the Vishwavidyalaya.

## **25. VICE-CHANCELLOR**

- 25.1. The Vice-Chancellor shall be a whole time salaried officer of the Vishwavidyalaya. He shall be an eminent academician and shall be appointed by the Chancellor from a panel of three names recommended by a Search-cum-Selection Committee.
- 25.2. The composition of the Search-cum-Selection Committee shall be:
- (i) A nominee of the Chancellor
  - (ii) A nominee of Central Government, who shall be an eminent academician nominated by the Government in consultation with the UGC
  - (iii) A nominee of the Board of Management
- 25.3. The Committee shall be chaired by the nominee of the Board of Management. The Registrar shall be the Ex-officio non-member Secretary.
- 25.4. The Vice-Chancellor shall hold office for a term of 5 years. He shall be eligible for a second term, provided that in no case shall he hold office beyond the age of 70 years.



- 25.5. Provided that notwithstanding the expiry of the period of 5 years, he may continue in office for not more than six months or till his successor is appointed and the latter assumes office, whichever, is earlier.
- 25.6. In case of the office of the Vice-Chancellor becoming vacant due to death, resignation or otherwise and in case of his absence due to illness or any other cause, the senior most professor shall perform the duties of the Vice-Chancellor until a new Vice-Chancellor is appointed or the existing Vice-Chancellor resumes duties, as the case may be.

## **26. POWERS OF THE VICE-CHANCELLOR**

- 26.1. The Vice-Chancellor shall be the Principal Executive Officer of the Vishwavidyalaya and shall exercise general supervision and control over the affairs of the Vishwavidyalaya and shall be mainly responsible for implementation of the decisions of all the authorities of the Vishwavidyalaya.
- 26.2. The Vice-Chancellor shall be the Ex-officio Chairman of the Board of Management, the Academic Council, the Finance Committee, the Planning & Monitoring Board and Selection Committees and such other committees as specified by rules and regulations of the Vishwavidyalaya.
- 26.3. The Vice-Chancellor shall have the power to convene or cause to be convened meeting of the various authorities of the Vishwavidyalaya.
- 26.4. The Vice-Chancellor may, if he is of the opinion that immediate action is called on any matter, he shall exercise any power conferred upon by any authority of the Vishwavidyalaya under its Rules and Regulations, and take such action or proceed to take such action and shall report to the authority concerned on the action taken by him on such matters.

Provided that if the authority concerned as above is of the opinion that such action ought not to have been taken, it may refer the matter to the Chancellor whose decision thereon shall be final.

Provided that if any person in the service of the Vishwavidyalaya is aggrieved by the action taken by the Vice-Chancellor under the said clause, he shall have the right to appeal against such decision to the Board of Management within

30 days from the date on which such action is communicated to him and thereupon the Board of Management in a subsequent meeting may confirm, modify or reverse the action taken by the Vice-Chancellor.

- 26.5. It shall be the duty of the Vice-Chancellor to ensure that Rules and Regulations of the Vishwavidyalaya are duly observed and implemented; and he shall have all the necessary powers in this regard.
- 26.6. All powers relating to the proper maintenance and discipline of Vishwavidyalaya shall be vested in the Vice- Chancellor.
- 26.7. The Vice-Chancellor shall have the power to re-delegate some of his powers to any of his subordinate officers with the concurrence and approval of the Board of Management.
- 26.8. The Vice-Chancellor shall exercise all other powers as may be delegated to him by the Board of Management.
- 26.9. The Vice-Chancellor shall exercise such other powers and perform such other functions as may be prescribed by the Rules, Regulations and Bye- Laws.

## **27. PRO VICE-CHANCELLOR**

Pro Vice-Chancellor is not applicable.

## **28. REGISTRAR**

28.1 The Registrar shall be a whole time salaried officer of the Vishwavidyalaya and shall be appointed by the Board of Management on the recommendations of the Selection Committee consisting of the following:

1. Vice Chancellor – Chairperson
2. One nominee of the Chancellor
3. One nominee of the Board of Management.
4. One outside expert appointed by the Board of Management not connected with the Vishwavidyalaya.

Note: There shall be a non-member convener, not below the rank of Professor, appointed by the Vice Chancellor.

- 28.2 The emoluments and other terms and conditions of service of the Registrar shall be as prescribed by Rules of the Vishwavidyalaya as directed by UGC from time to time.
- 28.3 When the office of the Registrar is vacant or when the Registrar is absent by reason of illness or any other reason, the duties and functions of the Registrar shall be performed by such other person as the Vice Chancellor may appoint for the purpose.
- 28.4 The Registrar shall be Ex-officio Secretary of the Board of Board of Management, the Academic Council and the Planning and Monitoring Board and such other committees as specified in rules and regulations of Vishwavidyalaya but shall not be deemed to be a member of any of these authorities.
- 28.5 The Registrar shall be directly responsible to the Vice-Chancellor and shall work under his direction.
- 28.6 The following shall be the duties of the Registrar:
- 28.6.1 To be the custodian of the records and the funds and such other property of the Vishwavidyalaya as the Board of Management may commit to his charge;
- 28.6.2 To conduct the official correspondence on behalf of the authorities of the Vishwavidyalaya;
- 28.6.3 To issue notices convening meetings of the authorities of the Vishwavidyalaya and all Committees and sub- Committees appointed by any of these authorities;
- 28.6.4 To maintain the minutes of the meetings of all the authorities of the Vishwavidyalaya and of all the Committees and sub-committees appointed by any of these authorities;
- 28.6.5 To make arrangements for and supervise the examinations conducted by the Vishwavidyalaya;
- 28.6.6 To represent the Vishwavidyalaya in suits or proceedings by or against the Vishwavidyalaya, sign powers of attorney and perform pleadings or depute his representatives for this purpose;

28.6.7 To enter into agreement, sign documents and authenticate records on behalf of the Vishwavidyalaya;

28.6.8 To make arrangements to safeguard and maintain the buildings, gardens, office, canteen, cars and other vehicles, laboratories, libraries, reading rooms, equipment and other properties of the Vishwavidyalaya;

28.6.9 To perform such other duties as may be specified in the Rules or as may be assigned by the Board of management or the Vice- Chancellor from time to time.

## **29. FINANCE OFFICER**

29.1 The Finance Officer shall be a whole time salaried officer of the Vishwavidyalaya appointed by the Board of Management preferably on deputation from CAG.

29.2. The emoluments and other terms and conditions of service of the Finance Officer shall be as may be prescribed by Rules and Regulations of the Vishwavidyalaya on the direction of UGC.

29.3. He shall work under the direction of the Vice-Chancellor and shall be responsible to the Board of Management through the Vice-Chancellor.

29.4. He shall be responsible for the preparation of annual budget, estimates and statements of account for submission to the Finance Committee and the Board of Management.

29.5. He shall be responsible for the management of funds and investments of Vishwavidyalaya, subject to the control of Board of Management.

29.6. He shall perform such other duties as may be assigned to him by the Vice-Chancellor.

## **30. CONTROLLER OF EXAMINATIONS**

(i) The Controller of Examinations shall be appointed by the Board of Management as per the rules of the Vishwavidyalaya.

(ii) The emoluments and other terms and conditions of service of the Controller of Examination shall be as may be prescribed by Rules of the Vishwavidyalaya.

- (iii) The Controller of Examinations shall ensure that all the specific directions of the Board of Management, Academic Council and Vice-Chancellor in respect of examination and evaluation are complied with.
- (iv) The Controller of Examinations shall be a permanent invitee to the Board of Management.

## **31. DEAN OF THE FACULTY/GIRLS CAMPUS COORDINATOR**

### **31.1 DEAN**

The Departments dealing with allied subjects could be grouped into faculties. Each faculty may be headed by a Dean. The Deans of the Faculties shall be appointed by rotation on seniority basis from among the professors of the concerned faculty. Term of a Dean shall be three years or till the time a Professor ceases to be a teacher, whichever is earlier. In case, there is no professor in a faculty, the senior most Associate Professor shall act as Dean.

### **31.2 COORDINATORS OF KANYA GURUKULA CAMPUSES**

31.2.1 There shall be a coordinator of each girls campus, for three years in rotation on the basis of seniority. In case, there is no Professor, senior most Associate Professor shall act as the coordinator.

31.2.2 Power & function of the coordinator shall be prescribed by the rules of the Vishwavidyalaya.

## **32. HEADS OF THE DEPARTMENT**

32.1 There shall be a Head of the Department for each of the Departments of the main campus in the Vishwavidyalaya who shall be appointed on the basis of the rotation of seniority by the Vice-Chancellor from amongst the Professors of the Department. Provided that if there is no Professor in the Department or there is only one Professor in the Department whose

term as Head of the Department is ending, the Vice-Chancellor may appoint an Associate Professor as Head of the Department.

32.2 The term of the Head of the Department shall normally be 3 years.

32.3 The powers and functions of the Head of the Department shall be prescribed by Rules of the Vishwavidyalaya

### **33. DELEGATION OF POWERS**

Subject to the provisions of these Regulations and Rules, any authority or officer of the Vishwavidyalaya, with the approval of Board of Management, may delegate its power to any other authority or officer or person under their respective control and subject to the conditions that the overall responsibility for exercising the powers so delegated shall continue to rest in the authority or officer delegating such powers.

### **34. SENIORITY LIST**

34.1 Whenever in accordance with these Rules any person is to hold an office or to be a member of an authority of the Vishwavidyalaya by rotation of seniority, such seniority is to be determined according to the length of the continuous service of such person in the grade in the Vishwavidyalaya in accordance with such other principles as the Board of Management may from time to time prescribe.

34.2 It shall be the duty of the Registrar to prepare and maintain in respect of each class/cadre of persons to whom the provisions of these Rules apply a complete and up-to-date seniority list in accordance with the provisions of the foregoing clause.

34.3 If two or more persons have equal length of continuous service in a particular grade/cadre or the relative seniority of any person or persons is in doubt, the Registrar may on his/her own notion and shall at the request of any such person, submit the matter to the Board whose decision shall be final and binding.

### **35. DISPUTES TO MEMBERSHIP**

If any question arises, whether any person has been duly nominated or appointed, as or is entitled to be a member of any authority or any committee of the Vishwavidyalaya, the

matter shall be referred to the Chancellor, whose decision thereon shall be final and binding.

### **36. GRIEVANCE REDRESSAL MECHANISM**

For individual grievances and complaint(s), the Vishwavidyalaya shall have a Grievance Redress Mechanism as may be prescribed by the Rules.

### **37. RESIGNATION**

Any member other than an ex-officio member of any authority may resign by a letter addressed to the Registrar and the resignation shall take effect as soon as it is accepted by the Chancellor or the Chairman of the Board of Management, as the case may be.

### **38. ACTING CHAIRMAN OF THE MEETINGS**

Where no provision is made for a Chairman to preside over a meeting of an authority of the Vishwavidyalaya or any committee of such authority, or if the Chairman so provided is absent, the members present may select one from amongst themselves to preside at such meeting.

### **39. VALIDATION OF CERTAIN ACTIONS, DECISIONS**

No action or proceedings of any authority or anybody or any committee of the Vishwavidyalaya shall be invalid merely by reason of any vacancy therein.

### **40. DISQUALIFICATION**

40.1 A person shall be disqualified for being chosen as and for being a member of any of the authorities of the Vishwavidyalaya:

- i) if he/she is of unsound mind
- ii) if he/she is an un-discharged insolvent
- iii) if he/she has been convicted by a court of law of an offence involving moral turpitude

40.2 If any question arises as to whether a person is or has been subjected to any disqualifications mentioned above, the question shall be referred for decision to the Chancellor and his decision shall be final.

#### **41. FILLING OF CASUAL VACANCIES**

All casual vacancies among the members (other than ex-officio members) of any authority or other body of the Vishwavidyalaya shall be filled, as soon as conveniently may be, by the person or body who appointed or co-opted the member whose place has become vacant and the person appointed or co-opted to a casual vacancy shall be a member of such authority or body for the residue of the term for which the person whose place he fills, would have been member. No act or proceedings of any authority or other body of Vishwavidyalaya shall be invalidated merely by reason of the existence of a vacancy or vacancies among its members.

#### **42. REVIEW OF THE ACADEMIC ACTIVITIES OF THE VISHWAVIDYALAYA**

The functioning of the Vishwavidyalaya may be reviewed after a period of every 5 year or earlier, if necessary, by a Committee appointed by the Commission.

#### **43. INSPECTION OF THE VISHWAVIDYALAYA BY THE COMMISSION**

43.1 The Commission may cause an inspection, to be made by such person or persons as it may direct, of the Vishwavidyalaya, its buildings, fixtures and fittings, laboratories and equipment as also examinations, teaching and other work carried on or done and, if necessary, to cause an inquiry to be made in respect of any matter connected with the administration or finances of the Vishwavidyalaya.

43.2 The Commission shall, in every case, give notice to Vishwavidyalaya of its intension to cause an inspection or inquiry to be made and on receipt of such a notice, Vishwavidyalaya shall have the right to make such representations to the Commission as it may consider necessary.



- 43.3 Where an inspection or inquiry has been caused to be made by the Commission, the Vishwavidyalaya shall be entitled to appoint a representative who shall have the right to be present and to be heard at such inspection or inquiry.
- 43.4 The Commission may communicate the result of such inspection or inquiry together with such advice as it may be pleased to offer as to the action to be taken by the Vishwavidyalaya to the Vice-Chancellor who shall communicate the same to the Board of Management.
- 43.5 The Board of Management shall give proper consideration to the said communication regarding the result of inspection or inquiry and the proposals for action by the institution deemed to be university and communicate to the Commission the action, if any, which it proposes to take or has taken upon the result of such inspection or inquiry.
- 43.6 Where the Board of Management does not, within a reasonable time, take any action to the satisfaction of the Commission, the Commission may, after giving due consideration to the explanation furnished or representation made by the Board of Management to it, issue such directions as it may think fit and the Board of Management shall comply with such directions.

#### **44. INCOME AND PROPERTY OF THE VISHWAVIDYALAYA TO BE UTILIZED FOR ITS OBJECTIVES ONLY**

The income and property of the Vishwavidyalaya shall be utilized solely for promoting the objectives of the Vishwavidyalaya.

#### **45. BAN ON PAYMENT OR TRANSFERRING OF INCOME AND PROPERTY OF THE VISHWAVIDYALAYA BY WAY OF PROFIT**

No portion of the income and property of the Vishwavidyalaya shall be paid or transferred directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit to the persons who were at any time or are members of the Vishwavidyalaya or to any of them or any persons claiming through them, provided that nothing herein contained shall prevent the payment in good faith of remuneration to any member thereof or other person

as consideration for any service rendered to the Vishwavidyalaya or for traveling or other allowances and such other charges.

## **46. FUNDS, ACCOUNTS. AUDITS AND ANNUAL REPORT**

### **46.1 Accounts and Audit**

The accounts of the Vishwavidyalaya shall be maintained in the name of the Vishwavidyalaya and not in the name of the Sponsoring Body. The accounts of the Vishwavidyalaya shall be kept in such forms as may be laid down by the Board of Management and shall conform to the rules, if any, prescribed by the Commission. The accounts of the Vishwavidyalaya shall be open for examination by the Comptroller and Auditor General of India. The accounts shall also be open for inspection by the Commission.

46.2 The annual financial statements and accounts of the Vishwavidyalaya shall be audited by the Comptroller and Auditor General of India

46.3 Annual Reports and the Audit Reports shall be submitted by the Vishwavidyalaya to the Commission within nine months of the closure of the accounting year.

## **47. RULES OF THE VISHWAVIDYALAYA**

Subject to the provisions of the Regulations and the Rules of the Commission, the Board of Management shall, in addition to all other powers vested in it, have the power to frame the rules of the Vishwavidyalaya that may provide for all or any of the following matters:

- (i) establishment of Departments of teaching ;
- (ii) courses of study to be laid down for all degrees, diplomas and certificates of the Vishwavidyalaya;
- (iii) grant of academic awards (such as degrees and diplomas) and distinctions;
- (iv) admission of students to the Vishwavidyalaya and their enrolment as such;
- (v) the fees to be charged for courses of study and for admission to the examinations, degrees, diplomas and certificates of the Vishwavidyalaya;
- (vi) conduct of examinations, appointment of examiners and approval and publication of results thereof;

- (vii) institution of award of fellowships, scholarships, studentships, medals and prizes and prescription of the conditions thereof;
- (viii) maintenance of discipline among the students;
- (ix) maintenance of discipline among the employees;
- (x) establishment of halls of residence and conditions of residence and health of the students;
- (xi) classification, emoluments, method of appointment and determination of the terms and conditions of service of the staff;
- (xii) such other powers, functions and duties of the Academic Council as are not mentioned elsewhere;
- (xiii) constitution, powers and functions of the Planning & Monitoring Board;
- (xiv) Powers and functions of the Board of Studies;
- (xv) composition, powers and functions of the Grievance Redress Mechanism;
- (xvi) prescribing persons as such other officers of the Vishwavidyalaya;
- (xvii) such other powers and functions of the Vice-Chancellor as are not specified elsewhere;
- (xviii) emoluments, terms and conditions of service of the Register;
- (xix) emoluments, terms and conditions of service of the Finance Officer;
- (xx) constitution of pension, provident fund, insurance etc for the benefit of the officers, teachers, and the other staff;
- (xxi) establishment of special centers;
- (xxii) creation, composition and functions of any committees or body, which is considered necessary for the work of the Vishwavidyalaya;
- (xxiii) procedure for preparation and submission of budget estimates;
- (xxiv) procedure for convening of meeting of any authority or committee;
- (xxv) laying down of procedures to be observed at any meeting of any authority or any committee;
- (xxvi) constitution of any other body as an authority of Vishwavidyalaya delegation of powers to any authority or officer;
- (xxvii) all other matters by this Regulation or the Rules may be provided but no rule shall be made affecting the condition of residence, health, discipline, admission,

enrolment of students, conditions, mode of appointments, duties of examiners, conduct of and standard of examinations or any course of study without consulting the Academic Council.

#### **48. INTERPRETATION CLAUSE**

In the event of conflict of opinion with regard to interpretation of Regulations or the Rules of the Commission, the opinion of the Commission shall be final.

#### **49. ADJUSTMENT OF INCOME AND PROPERTY ON DISSOLUTION OF THE VISHWAVIDYALAYA**

If on the winding up or dissolution of the Vishwavidyalaya there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid or distributed among the members of the Vishwavidyalaya or any of them, but shall be transferred to the Commission, or other bodies in consultation with the agencies concerned who have helped in creation of those assets.

#### **50. LEGAL PROCEEDINGS**

50.1 For the purpose of section 6 of the Societies Registration Act, 1860, a person in whose name the Vishwavidyalaya may sue or be sued shall be the Registrar in concurrence with the Vice Chancellor.

50.2 No suit or legal proceedings shall lie against the Central Government or the Commission or Vishwavidyalaya or an Officer of the Vishwavidyalaya or a member of the authority of the Vishwavidyalaya in respect of anything done or purported or intended to be done in pursuance of any of these Regulations.

#### **51. ALTERATION. AMENDMENTS AND ADDITIONS TO THE RULES GOVERNING THE FUNCTIONING OF THE VISHWAVIDYALAYA**

No Rule and Bye law governing the functioning of Vishwavidyalaya may be altered, amended and added to by the Board of Management or such other competent body to the

effect that it is in conflict with or to the detriment of the provisions of these Regulations; and, no alteration, amendment or addition to the Rules and bye laws shall be given effect to without the prior approval of the Commission in accordance with the provision of the Societies Registration Act, 1860 or the relevant Public Trust Act as in force for the time being.

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