

THE FIRST STATUTE
OF
THE SARALA BIRLA UNIVERSITY RANCHI, 2017
(JHARKHAND ACT, 13, 2017)

In exercise of powers conferred by sub-section (1) and (2) of section 31, of the Sarala Birla University Act, 2017 (Jharkhand Act, 13, 2017), the Governing Body of the Sarala Birla University Ranchi hereby adopts the following Statute, namely: -

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THE FIRST STATUTE OF THE UNIVERSITY

[Under Section 31 of The Sarala Birla University Act. No. 504 of 2017]

(Jharkhand Act, 13, 2017)

1. (1) “Act” means The Sarala Birla University Act, 2017 (Jharkhand Act, 13, 2017); **Short Title & Commencement**
- (2) “First Statute” means the First Statute of the Sarala Birla University, Jharkhand;
- (3) These Statute shall come into force with effect from the date of publication of it in the official Gazette by the State Government of Jharkhand;
- (4) All words and expressions used herein and defined in the Act shall have the meanings respectively assigned to them in the Act.
2. In these Statute, unless the context otherwise requires, **Definitions**
- (1) “Act” means The Jharkhand Private Universities Act, 13, 2017 as amended from time to time;
- (2) “University” means the “Sarala Birla University Ranchi, Jharkhand” as incorporated under the Sarala Birla University Act, 2017 (Jharkhand Act, 13, 2017);
- (3) “Governing Body” means the Governing Body of The Sarala Birla University; constituted in Statute No. (15) under section (22) of this Act;
- (4) “Board of Management” means the Board of Management of The Sarala Birla University; as constituted in Statute No. (16) under section (23) of this Act;
- (5) “Academic Council” means the Academic Council of the Sarala Birla University; as constituted in Statute No. (17) under section (24) of this Act;
- (6) “Finance Committee” means the Finance Committee of the Sarala Birla University; as constituted in Statute No. (20) under section (25) of this Act;
- (7) “Planning Board” means the Planning Board of the Sarala Birla University; as constituted in Statute No. (21) under section (26) of this Act;
- (8) “Visitor” means the Visitor of the Sarala Birla University, His Excellency Governor of Jharkhand; as appointed in Statute No. (3) under section (10) of this Act;
- (9) “Chancellor” means the Chancellor of the Sarala Birla University; as appointed in Statute No. (4) under of section (12) of this Act;
- (10) "Pro-Chancellor" means the Pro-Chancellor of the Sarala Birla University; as appointed in Statute No. (5) under sub-section (k) of section (11) of this Act;

- (11) "Chief Executive Officer" means the Chief Executive Officer of the Sarala Birla University; as appointed in Statute No. (6) under sub-section (k) of section (11) of this Act;
- (12) "Vice Chancellor" means the Vice Chancellor of the Sarala Birla University; as appointed in Statute No. (7) under section (13) of this Act;
- (13) "Pro Vice Chancellor, if any" means the Pro Vice Chancellor of the Sarala Birla University; as specified in Statute No. (9) section (15) of this Act;
- (14) "Registrar" means the Registrar of the Sarala Birla University; as appointed in Statute No. (12) under section (17) of this Act;
- (15) "Chief Finance & Accounts Officer" means the Chief Finance & Accounts Officer of the Sarala Birla University; as appointed in Statute No. (13) section (18) of this Act;
- (16) "Controller of Examinations" means the Controller of Examinations of the Sarala Birla University; as appointed in Statute No. (14-d) under section (19) of this Act;
- (17) "College" means a College maintained by the University;
- (18) "Director/Principal" means the Director/Principal of an Institution; as specified in Statute No. (11) under section (16) of this Act;
- (19) "Dean" means the Dean of the School/Faculty; as specified in Statute No. (10) under section (20) of this Act;
- (20) "The Dean of Student's Welfare" means the Dean of the Student's Welfare as specified in Statute No. (14-a) under section (20) of this Act;
- (21) "The Proctor" means the Proctor of the Sarala Birla University as specified in Statute No. (14-b) section (20) of this Act;
- (22) "Notification" means a Notification published in the official Gazette of the State Government of Jharkhand;
- (23) "Prescribed" means Prescribed by the Statute made under this Act;
- (24) "Statute, Ordinances, Regulations or Rules" mean respectively the Statute, Ordinances, Regulations or Rules of the Sarala Birla University as frame from time to time respectively under section (31, 33 & 35) of this Act;
- (25) "Academic Program" means a program of course units / credits and/or any other component required for a Bachelor's degree, or a Master's degree, or a Research degree or an undergraduate or a post graduate diploma, or an advanced diploma, or a certificate or other academic

- distinctions as may be approved by the Governing Body;
- (26) “Admission Committee” means a Committee at the University level constituted by the Academic Council;
- (27) “Advanced Diploma” means an Advanced Diploma of the University as may be approved by the Governing Body;
- (28) “Statute” means a duly numbered Statute of the First Statute of the University;
- (29) “School of Studies” means the School of Studies of the School/Centres/Departments/Institutions of the University;
- (30) “Campus” mean the Campuses of the University including the main campus;
- (31) “Certificate” means the Certificate of the University as may be approved by the Governing Body;
- (32) “Constituent Unit” means an Institution / School / College / Centre established / Operated and maintained by the University;
- (33) “Degree” means a Degree of Doctor of Literature, Doctor of Science, Doctor of Law(s), Doctor of Philosophy, Master’s Degree or Bachelor’s Degree, and such other Degrees of the University as may be approved by the Governing Body;
- (34) “Department” means a University Teaching Department established by the University to carry out teaching & research;
- (35) “Examination Council” means the Examination Council of the University;
- (36) "Research Council" means the Research Council of the University;
- (37) “Government” means the Government of Jharkhand;
- (38) “Diploma” means a Diploma approved by the Governing Body;
- (39) “Distance Education” means the system of imparting education through any means of communications such as Broadcasting, Telecasting, Correspondence, Online, Seminar, Contact Program or a combination of any two or more such means;
- (40) “He” includes She and “His / Him” includes her;
- (41) “Regulations” means Regulations of the University;
- (42) “Section” means a duly numbered Section of the Act;
- (43) “Sponsoring Body in relation to the University” means Bharata Arogya and Gyan Mandir, a society registered under the West Bengal Societies Registration Act, 1961 Reg. No. S/19480 dated 29.05.1990;
- (44) “Student of the University” means a person enrolled in the

University or taking a course of study for a degree, diploma, certificate or other academic distinction duly instituted;

- (45) “University Teacher” means Professor, Associate Professor & Assistant Professor and such other persons as may be appointed for imparting instruction or conducting research in the University or in any college or institution of the university and are designated as teachers by the Statute;
- (46) “UGC” means University Grant Commission, Bahadur Sah Zafar Marg, New Delhi – 110002, India.

Objects of the University.

3. The objects of the University shall be to disseminate and advance knowledge and skill by providing instructional, research and extension of facilities and in such branches of learning as it may deem fit and the University shall endeavour to provide to students and teachers the necessary atmosphere and facilities for the promotion of :
- (a) Innovations in education leading to restructuring of courses, new methods of teaching, training, and learning including online learning, blended learning, continuing education and such other modes and integrated and wholesome development of personality;
 - (b) Studies in various disciplines;
 - (c) Inter disciplinary studies;
 - (d) National integration, secularism and social equity and International understanding and ethics;

The other objectives for which the University is established are as under:

- (1) To establish campuses in the State of Jharkhand;
- (2) To offer continuing and distance education programs;
- (3) To confer degrees, diplomas, charters, certificates and other academic distinctions on the basis of examination or any other method of evaluation;
- (4) To disseminate knowledge through seminars, conferences, executive education programme, community development programs, publications and training programs;
- (5) To collaborate with other college or universities, research institution, industry associations in India or abroad, to conceptualize, design, develop and implement specific programs and exchange programs of education for students, faculty member and other;
- (6) To undertake programs for the training and development of faculty members of the University;
- (7) To undertake collaborative research and educational development with any organization in India or aboard;

- (8) To create higher levels of intellectual and learning abilities In students, faculty and larger society;
- (9) To provide consultancy to industry, Government and Public Organization, other educational institutions;
- (10) To ensure that the standard of the degrees, diplomas, charters, certificate and other academic distinctions are not lower than those laid down by the University Grant Commission (UGC), All India Council for Technical Education (AICTE), Bar Council of India (BCI), the Distance Education Council (DEC), the Dental Council of India (DCI), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher Education (NCTE), Pharmacy Council of India (PCI) and other National Accreditation bodies as applicable;
- (11) To pursue any other objectives as may be approved by the State Government and/or Governing Body;
- (12) To establish assessment and examination centers and counseling centers;
- (13) To develop and provide test and training facilities in the field of higher education;
- (14) To provide for inclusive education for men and Women from all sections of society;
- (15) To provide for arrangement for national and global participation in the field of higher education and support/sponsor any other Educational Initiative/ University/Institution, co-curricular, sports, life skills, etc. that develop the physical, Intellectual, artistic, cultural and spiritual dimensions as part of value based holistic education;
- (16) To establish close linkage with the Industry, business, education institutions, charitable Institutions and other sections of the society to make teaching, research, training, documentation, publication, use of various media and outreach activities at the university relevant to the needs of the university and society, at national and International level and to receive and or give aids, grants as may be necessary for furtherance of such objectives;
- (17) To provide instructions, teaching, training and in skill development, vocational and educational training.
- (18) To provide instruction, teaching, training and research in specialized fields of Business Management, Engineering & Applied Science, Biotechnology, Law, arts and commerce, Humanities and social Sciences, Hospitality and Tourism, Media and Communication, Health Care and Pharmacology, Insurance and Risk Management, Architecture and

Planning, Film & Television, Fashion Technology, Mining & Forestry, Quality Training & Development of State Government Officers, company executives, Faculty Development Programme (FDP), Executive Development Programme (EDP), etc. and any other field and subjects and make provisions for research, advancement and dissemination of knowledge therein.

Powers and functions of the University

4. (1) To administer and manage the University, establish, administer and manage its constituent colleges and centres for research, education, training, extension and outreach including continuing education, distance learning and e-learning at its campus within the State of Jharkhand;
- (2) To provide for research, higher education, professional education, teaching training, extension and outreach including continuing education, distance learning and e-learning in the fields of science, technology, humanities, social sciences, education, management, commerce, law, pharmacy, healthcare and any other fields;
- (3) To conduct innovative experiments in educational technologies, teaching and learning methods, to collaborate with national and international institutions and to offer joint programmes with such institutes to constantly improve the delivery of education and to achieve international standards of education;
- (4) To prescribe courses, curricula and methodologies including electronic and distance learning and provide for flexibility in the delivery of education.
- (5) To hold examination and confer degree, diploma or grant certificate and other academic distinctions or title on persons subject to such condition as the University may determine and to withdraw or cancel any such degree, diploma or certificates and other academic distinction or titles in the manner prescribed by the Regulations;
- (6) To institute and award fellowships, scholarships, medals and prizes;
- (7) To confer honorary degrees or other distinction on the manner prescribed by the Statute;
- (8) To establish schools, centres, institutes, college and conduct the programme and courses of study as are in the opinion of the University, necessary for the furtherance of its objects;
- (9) To declare as a constituent college any college, centre, institution imparting education as are in the opinion on the University necessary for the furtherance of its objects or to establish a new constituent college, centre, institution for the purpose;

- (10) To provide for printing, publication and reproduction of research, educational material and other works and to organize exhibitions, conferences, workshops and seminars;
- (11) To establish knowledge resource centre;
- (12) To sponsor and undertake research and educational programmes in the fields of science, technology, humanities, social sciences, education, management, commerce, law, pharmacy, healthcare and any other allied areas;
- (13) To collaborate or associate with any educational institution with like or similar objects;
- (14) To establish campuses including virtual campus for the purpose of achieving the objectives of the University;
- (15) To undertake research and to obtain registration in respect of such research in the nature of patents, design rights and such or similar rights with the competent authorities;
- (16) To maintain linkages and collaborate with educational or other institutions in any part of the world having objects wholly or partially similar to those of the University, through exchange of students, researchers, faculty and staff and generally in such manner as may be conducive to their common objects;
- (17) To render services of research, training, consultancy and such other services as required for the purposes of the University;
- (18) To develop and maintain relationships with faculty, researchers, administrators and domain experts in science, technology, humanities, social sciences, education, management, law, commerce, pharmacy, healthcare and allied area for achieving the objects of the University;
- (19) to make special arrangement in respect to women and other disadvantaged students as the University may consider desirable;
- (20) To regulate the expenditure and to manage the finances and to maintain the accounts of the University;
- (21) To receive funds, movable and immovable properties, equipments, software and other resources from business, industry, other sections of society, national and international organization or any other source by transfers or as gifts, donations, benefactions or bequests for the purposes and objects of the University;
- (22) To establish, maintain and manage halls, hostels for students and quarters for the residence of faculty and staff;
- (23) To construct, manage and maintain centres, complexes,

- auditorium, buildings, stadium for the advancement of sports, cultural, co-curricular and extra-curricular activities;
- (24) To supervise and control the residence and regulate the discipline of students, faculty and staff of the University and to make arrangements for promoting their health, general welfare, social and cultural activities;
- (25) To fix, demand and receive or recover fees and such other charges as may be prescribed by the Statute;
- (26) To institute and award fellowships, scholarships, prizes, medals and other awards;
- (27) To purchase or to take on lease or accept as gifts, bequests, legacies or otherwise any land or building or works which may be necessary or convenient for the purpose of the University and on such terms and conditions as it may think fit and proper and to construct or alter and maintain any such building or works;
- (28) To sell, exchange, lease or otherwise dispose of all or any portion of the properties of the University, movable or immovable, on such terms as it may think fit and consistent with the interest, activities and objects of the University;
- (29) To draw and accept, to make and endorse, to discount and negotiate promissory notes, bills of exchange, cheques and other negotiable instruments;
- (30) To raise and borrow money on bond, mortgages, promissory notes or other obligations or securities founded or based upon all or any of the properties and assets of the University or without any securities and upon such terms and conditions as it may think fit and to pay all expenses out of the funds of the University,
- (31) To Invest the funds of the University In or upon such securities and transpose any Investment from time to time in such manner as II may deem fir in the Interest of the University;
- (32) To execute conveyances regarding transfers, mortgages, leases, licenses, agreements, and other conveyances In respect of property, movable or Immovable Including Government securities belonging to the University or to be acquired for the purpose of the University;
- (33) To determine standards of admission to the University, constituent colleges, affiliated colleges, regional centers, study centers with the approval of Academic Council and/ or Governing Body;
- (34) To Create academic, technical, administrative, ministerial, consultative and other posts prescribing qualifications by

- the rules and to make appointments thereto;
- (35) To regulate discipline and enforce disciplinary action among the students, staff members, employees, unions, councils of the University and to provide for such disciplinary measures as may be prescribed by the Regulations;
 - (36) To Institute professorships, associate professorships, assistant professorships, readerships, lectureships. and any other teaching. academic or research and supporting posts and to prescribe by the Statues, the qualifications for the persons to be obtained on such posts;
 - (37) To make appointments of the faculty. officers and employees of the University or a constituent college, affiliated colleges, Regional centers or Study centers.
 - (38) To co-operate with other Universities, support/sponsor any other educational initiative/University/Institution and acquire membership of, bodies, authorities, or associations, which may have been formed for the advancement of learning, Innovation, science or research, or for the dissemination of knowledge or for the physical and moral welfare or students and society, in such manner and for such purpose as the University may determine by Statues;
 - (39) To delegate all or any of its powers (except the power to make regulations) to any authority of the University, and;
 - (40) To do all such acts and things as the University may consider necessary conducive or incidental to the attainment or enlargement of all or any of the objects of the University;
 - (41) To offer programmes on distance learning basis and continuing education and determine the manner In which such programs are offered by the University;
 - (42) To make special provision for students belonging to the State of Jharkhand for admission In any course of the University or in a constituent college, affiliated college, regional center or study center. The University to reserve 50% seats in the main campus for the students from SC/ST and Economically Low Income Group and to determine the subsidized fcc structure as decided by the State Government and/ or Governing Body from time to time;
 - (43) To develop or purchase instructional materials Including films, cassettes, tapes, video cassettes. CD, VCD and other teaching aids, technology and software;
 - (44) To recognize examinations or periods of study (whether in full or part) of other universities, institutions or other places of Higher learning as equivalent to examinations or period of study in the University and give credit based 011 any

other modes of assessment that is prescribed by the Governing Body and/or have suitable tests in place and withdraw such recognition at any time;

- 45) To enter into, carry out, vary or cancel contracts;
- 46) To do all things necessary or expedient to exercise the above powers.

The Visitor

- 5. (1) The visitor of The Sarala Birla University shall be His Excellency, Governor of Jharkhand.
- (2) The Visitor shall, when present preside at the convocation of the University for conferring Degrees, Diplomas, Charters, Designation & Certificates.
- (3) The Visitor shall have right to visit the university or any institution maintained by the University to ensure the standards of education, discipline, decorum and proper functioning of the University.
- (4) To call for any paper or information relating to the affairs of the University; and
- (5) On the basis of the information received under clause (4), if he satisfied that any order, proceedings, or decision taken by any authority of the University is not in conformity with the provisions of the Act, Statute, Ordinances, Regulations or Rules, he may issue such directions as he may deem fit in the interest of the University and the directions so issued shall be complied with by the University.

The Chancellor

- 6. (a) The First Chancellor shall be appointed by the Sponsoring Body for a period of five years with the approval of the Visitor. On the expiry of the term, the Chancellor may be reappointed for next five years by the Sponsoring Body in consultation with the Visitor;
- (b) Provided that the Chancellor shall, notwithstanding the expiry of the term, continue to hold his/her office maximum for a period of one year until either he/she is reappointed or his/her successor, duly appointed by the chairperson of the Sponsoring Body, enters upon his/her office;
- (c) The Chancellor by virtue of his office shall be the Head of the University;

The Chancellor shall preside over the meetings of the Governing Body and shall, when the Visitor is not present, preside over the convocation of the University for conferring degrees, diplomas, or other academic distinctions;
- (d) In case of any deadlock in the Governing Body and operations of the University cannot be conducted in the normal course, reserve powers or vested with the chancellor

to do all necessary things including superseding the Governing Body and forming a new Governing Body to facilitate smooth functioning of the University;

- (e) The Chancellor shall appoint the Pro-Chancellor in accordance with the provisions under sub section (k) of section (11) of this Act;
- (f) The office of the Chancellor may be located anywhere in India or overseas;
- (g) The Chancellor shall exercise the powers specified in Section (12) of this Act;
- (h) Removal of difficulties by the Chancellor at the commencement of the Statute;
- (i) If any difficulty arises in respect of functioning of University, or in the implementation of the first Statute, or otherwise, the Chancellor may at any time, before the constitution of the authorities of the University by order, consistent with the provisions of the Act and Statute, as far as possible, make any appointment or perform any other function with consent of the Sponsoring Body, which seems necessary or proper to him/her for the removal of the said difficulties; and all such orders shall take effect in a manner as if the said appointment or functions has been done in the manner provided in the Act and Statute:

Provided that before making such an order, the Chancellor shall elicit the opinion of the Vice Chancellor on the proposed order and give considerations thereto;

- (j) The Chancellor may in writing under his hand addressed to the Sponsoring Body resign his office;
- (k) The Chancellor shall have the following powers, namely:
 - (i) to call for any information or record;
 - (ii) to appoint the Vice Chancellor;
 - (iii) to remove the Vice Chancellor in accordance with the provisions of this Act; and
 - (iv) such other powers as may be conferred on him by this Act or Statute made there under.

- 7. (1) The Pro-Chancellor shall be appointed by the Chancellor **Pro-Chancellor** and shall exercise such powers and perform such functions as may be prescribed in the Ordinances.
- (2) The Pro-Chancellor shall hold office for a period of five years from the date on which he enters upon his office.
- (3) The Pro-Chancellor shall preside over the meetings of the Governing Body, when the Chancellor is not present, shall also preside over the convocation of the University for

conferring degrees, diplomas or other academic distinctions.

- (4) The Pro-Chancellor may in writing under his hand addressed to the Chancellor of the University resign his office.

Chief Executive Officer (CEO)

8. (1) The Chief Executive Officer shall be appointed by the Chancellor in such manner and shall exercise such powers and perform such functions as may be prescribed in ordinances time to time.
- (2) The Chief Executive Officer appointed under sub section (k) of section (11) of this Act.
- (3) The Chief Executive Officer shall assist the Pro-Chancellor in respect of such matters as may be specified by the Pro-Chancellor in this behalf. He shall also exercise such powers and perform such duties as may be delegated to him by the Pro-Chancellor.
- (4) The Chief Executive Officer by virtue of his office shall be the Head of the Operations of the University.
- (5) The Chief Executive Officer shall preside over the meetings of the Governing Body, as and when the Pro-Chancellor is not present in his office.

Vice Chancellor

9. (1) The Vice Chancellor shall be appointed by the Chancellor as per the qualifications prescribed by the University Grant Commission (UGC) for a period of five years.
- (2) The Vice Chancellor shall be a whole-time salaried officer of the University.
- (3) The Vice Chancellor shall hold office for a period of five years from the date on which he enters upon his office or until he attains the age of seventy years, whichever is earlier:

Provided further that after the expiry the term of five years, the Vice Chancellor shall be eligible for reappointment for another term of five years.

Provided that the Vice Chancellor shall, notwithstanding the expirations of his term continue to hold his office until his successor is appointed and enters upon his office.

- (4) The emoluments and terms and conditions of service of the Vice Chancellor shall be as follows—
- (i) The post of the Vice Chancellor shall carry the scale of pay fixed by the Sponsoring Body. The Vice Chancellor shall be paid allowances as are applicable to other employees of the University. He shall also be entitled to the use of a furnished residence without payment of rent his term of office and no charge shall fall on him personally in respect of the maintenance

of such residence;

- (ii) The Vice Chancellor shall not be entitled to the benefits of the University Provident Fund or to any other allowances:

Provided that where any employee of the University is appointed as Vice Chancellor, he shall be allowed to continue to the Provident Fund and the contribution of the University shall be limited to what he had been contributing immediately before his appointment as Vice Chancellor;

- (iii) The Vice Chancellor shall be entitled to travelling allowances at such rates as may be fixed by the Governing Body;
- (iv) The Vice Chancellor shall be entitled to leave on full pay for one-eleventh of the period spent by him on active service;
- (v) The Vice Chancellor shall also be entitled, on medical grounds or otherwise than on medical grounds, to leave without pay for a period not exceeding three months during the term of his office:

Provided that such leave may be converted into leave on full pay to the extent to which he will be entitled to leave under sub-clause (iv);

- (vi) The Pro Chancellor shall be competent authority to sanction leave to the Vice Chancellor:

Provided that if the office of the Chancellor is vacant the Pro-Chancellor shall be competent to sanction leave to the Vice Chancellor;

Provided that if the office of the Pro-Chancellor is also vacant then the Governing Body or Chief Executive Officer shall be competent to sanction leave to the Vice Chancellor;

- (5) The Vice Chancellor shall be the principal executive and academic officer of the University and shall exercise general superintendence and control over the affairs of the University and shall execute the decisions of various authorities of the University.
- (6) In the absence of the Visitor, the Chancellor and the Pro-Chancellor, the Chief Executive Officer, the Vice Chancellor shall preside over the convocation of the University.
- (7) The Vice Chancellor may, if he/she is of the opinion that immediate action is necessary on any matter, exercise any power conferred on any authority of the University by or

under this Act., and shall convey to such authority the action taken by him on such matters:

Provided that if the authority of the University or any person in the service of the University who is aggrieved by the action taken by the Vice Chancellor under this clause may prefer an appeal to the Chancellor within one month from the date of communication of such decision. The Chancellor may confirm, modify or reverse action taken by the Vice Chancellor.

- (8) The Vice Chancellor shall exercise such powers and perform such other functions as may be prescribed.
- (9) Notwithstanding anything contained in clause (5), the Governing Body may, with the previous approval of the Chancellor, vary the emoluments and all or any of the conditions of service of Vice Chancellor at the time of his appointment.
- (10) If the office of the Vice Chancellor becomes vacant, the functions of his office shall, until some person is appointed under clause (1) to the vacant office, be performed by the Chief Executive Officer. The Chief Executive Officer shall carry on the current duties of the Vice Chancellor and take direction and instructions from the Chancellor/Pro-Chancellor for carrying on the work of the University.

Powers and Duties of Vice Chancellor:

- (1) The Vice Chancellor shall have general responsibility for maintaining and promoting the efficiency and good order of the University.
- (2) It shall be the duty of the Vice Chancellor to see that the provisions of the Act, this Statute, the Ordinances and the Regulations are duly observed and the decisions taken by the authorities of the University are implemented.
- (3) The Vice Chancellor shall have power to convene meetings of the Board of Management and the Academic Council and shall perform all such acts as may be necessary to carry out the provisions of the Act, these Statute and the Ordinances.
- (4) The Vice Chancellor shall be entitled to be present at and to address any meeting of any authority or body or committee of the University but shall not be entitled to vote thereat unless he is a member of such authority or body or committee.
- (5) If, in the opinion of the Vice Chancellor, any emergency has arisen which requires immediate action to be taken, the Vice Chancellor shall take such action as he deems necessary and shall report the same for approval at the next meeting to the authority which, in the ordinary course, would have dealt

with the matter:

Provided that, if the action taken by the Vice Chancellor is not approved by the authority concerned, he may refer the matter to the Chancellor, whose decision thereon shall be final & binding;

Provided further that, where any such action taken by the Vice Chancellor affects any person in the service of the University, such person shall be entitled to prefer, within thirty days from the date on which he receives notice of such action, an appeal to the Governing Body.

- (6) The Vice Chancellor shall exercise such other powers as may be prescribed by the Ordinances or the Regulations.
10. (1) If at any time and after such inquiry as may be considered necessary, it appears to the Chancellor that the Vice Chancellor: **Removal of the Vice Chancellor**
- (a) has failed to discharge any duty imposed upon him by or under this Act, the Statute, the Ordinances; or
 - (b) has acted in a manner prejudicial to the interests of the university; or
 - (c) is incapable of managing the affairs of the university, then the Chancellor may, notwithstanding the fact that the term of office of the Vice Chancellor has not expired, require the Vice Chancellor, by an order in writing stating the reason therefore, to resign his post from the date as may be specified in the order.
- (2) No orders under sub-section (1) shall be passed unless a notice stating the specific grounds on which such action is proposed, has been served and a reasonable opportunity to show cause against the proposed order has been given to the Vice Chancellor.
11. (1) The Pro-Vice Chancellor, if the Governing Body decides that there should be one, shall be appointed by the Chancellor on recommendation of the Vice Chancellor and on such terms and conditions as may be laid down in the ordinances: **Pro Vice Chancellor**
- Provided that where the recommendation of the Vice Chancellor is not accepted by the Chancellor, the Chancellor who may either appoint other person or ask the Vice Chancellor to recommend another person.
- (2) The term of office of the Pro Vice Chancellor shall ordinarily coterminous with the office of the Vice Chancellor:
- Provided that, notwithstanding the expiry of the term of his office, the Pro Vice Chancellor shall continue in office until

his successor is appointed and enters upon his office.

- (3) On the expiry of the term of his office the Pro Vice Chancellor shall be eligible for reappointment.
- (4) A person appointed as Pro Vice Chancellor under sub section (2) or (3) of these Statute shall retire from office, if, during the term of his office or any extension thereof, he completes the age of 65 years.
- (5) The Pro Vice Chancellor appointed under sub section (1) shall discharge his duties in addition to his duties as a Professor.
- (6) The Pro Vice Chancellor shall get honorarium of such amount as may be determined by the Sponsoring Body.

Powers and duties of Pro-Vice Chancellor:

- (1) The Pro Vice Chancellor shall assist the Vice Chancellor in respect of such matters as may be specified by the Vice Chancellor in this behalf. He shall also exercise such powers and perform such duties as may be delegated to him by the Vice Chancellor.
- (2) Where the Vice Chancellor is the Chairman of any body or committee of the University and he is absent for any reason whatsoever from any meeting of such body or committee, the Pro Vice Chancellor shall preside over such meeting.
- (3) The Pro Vice Chancellor shall, on being authorised by the Vice Chancellor in that behalf, be entitled to be present at and to address any meeting of any authority, body or committee of the University but shall not be entitled to vote thereat:

Provided that if the Pro Vice Chancellor is a member of such authority, body or committee, such Pro Vice Chancellor shall have all the rights and privileges of a member thereof.

Dean of School of Studies

12. Every Dean of a School of Studies shall be appointed by the Chancellor/Pro-Chancellor on the recommendation of the Vice Chancellor from amongst the Professors of the School for a period of two years and he shall be eligible for re-appointment:

Provided that when the office of the Dean is vacant or when the Dean is, by reason of illness or absence for 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 for the purpose).

- (1) The Dean shall be responsible for the observance of the Statute, the Ordinances and the Regulations relating to the faculty.
- (2) The Dean shall be the Head of the School of Studies and

- shall be responsible for overall academic supervision and academic control of the organization and the conduct and standard of teaching and research work in the School/ Departments. He shall have such other duties as may be prescribed by the ordinances.
- (3) The Dean shall have the right to be present and to speak at any meeting of a board or committee of the School, as the case may be, but not the right to vote thereat unless he is a member thereof.
 - (4) The Dean shall be in-charge of all extracurricular activities of the school.
 - (5) The Dean of the School shall exercise other such powers and perform other such functions and duties as may be assigned by the Governing Body/ Chancellor/Pro Chancellor/Vice Chancellor and the other terms and conditions shall be as may be laid down by the Statute from time to time.
13. (1) There shall be a Director/Principal for each institute not below the rank of an Associate Professor and appointed by the Chancellor/Pro-Chancellor on the recommendation of Vice Chancellor: **Director(s) / Principal(s)**
- Provided that the Director/Principal shall be responsible for the observance of the Statute, Ordinances and Regulations relating to the institute.
- (2) The Director/Principal shall be responsible for overall administration and administrative control of the institute and the conduct of teaching and research work in the institute.
 - (3) The Director/Principal of the institute shall exercise other such powers and perform other such functions and duties as may be assigned by the Governing Body/Chancellor/Pro-Chancellor/Vice Chancellor.
14. (1) The First Registrar shall be appointed by the Chairman of the Sponsoring Body as soon as practicable after the commencement of the Act: **Registrar**
- (2) When the office of the Registrar is vacant or when the Registrar is, by reason of illness or absence for 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 for the purpose.
 - (3) The Registrar shall not by reason only of his being ex-officio Member Secretary of the Governing Body, the Board of Management, the Academic Council, Finance Committee, the Planning Board and other bodies as may be constituted by or under the Act or the Statute or the Rules,

- be deemed to be a member of any of these authorities.
- (4) The Registrar shall report to the Vice Chancellor/CEO.
- (5) All contracts shall be signed and all documents and all records shall be authenticated by the Registrar on behalf of the University.
- (6) The Registrar shall:
- (a) be the custodian of the records, the common seal and such other properties of the University as the Governing Board and Board of Management shall commit to his charge; be bound to place before the Chancellor, Pro-Chancellor, the Governing Body, the Vice Chancellor, or any other authority, all such information and documents, as may be necessary, or transaction of their business;
 - (b) conduct the official correspondence of the Governing Body, Board of Management, Academic Council, Finance Committee and the Planning Board & others;
 - (c) supply to the Chancellor copies of the agenda of meetings of the authorities of the University as soon as they are issued and the minutes of the meetings of the authorities ordinarily within a month of the holding of the meetings;
 - (d) in an emergency, when the Vice Chancellor is not able to act, call a meeting of the Governing Body forthwith and take its directions for carrying on the work of the University;
 - (e) represent the University in suits or proceedings by or against the University, sign powers of attorney and verify pleadings or depute his representative for the purpose; and
 - (f) Perform such other duties as may be specified in this Statute or prescribed by the Ordinances or the Regulations or as may be required, from time to time, by the Governing Body or the Vice Chancellor.
- (7) (a) The Registrar, or in relation to Accounts and Audit staff of the University the chief finance & account officer, shall have power to take disciplinary action against the employees belonging to the ministerial staff and to suspend them pending inquiry, to administer warnings to them or to impose on them the penalty of censure or the withholding of increment:

Provided that no such penalty shall be imposed unless the person concerned has been given a reasonable opportunity of showing cause against the action

proposed to be taken in regard to him;

- (b) An appeal shall lie to the Vice Chancellor against any order of the Registrar, or as the case may be the chief finance & accounts officer, imposing the penalty of the withholding of increment;
- (c) In a case where the inquiry discloses that a punishment beyond the powers of the Registrar or, as the case may be; the Chief Finance & Accounts Officer is called for, the Registrar or, as the case may be, the Chief Finance & Accounts Officer shall, upon conclusion of the inquiry, make a report to the Vice Chancellor along with his recommendations, for such action as the Vice Chancellor deems fit:

Provided that an appeal shall lie to the Governing Body against the order to the Vice Chancellor imposing the penalty of dismissal.

15. (1) The Chief Finance and Accounts Officer shall be appointed by the Chairman of the Sponsoring Body in such manner as may deemed fit by the Sponsoring Body and shall be a whole-time salaried officer of the University: **Chief Finance & Accounts Officer**

Provided that the Chief Finance & Accounts Officer shall retire on attaining the age of sixty-two years.

- (2) When the office of the Chief Finance & Accounts Officer is vacant or when the Chief Finance & Accounts Officer is, by reason of illness or absence for 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 for the purpose.
- (3) The Chief Finance & Accounts Officer shall–
 - (a) exercise general supervision over the funds of the University and shall advise it as regard its financial policy; and
 - (b) perform such other financial functions as may be assigned to him by the Sponsoring Body/Governing Body or as may be prescribed by these Statute or the Ordinances :

Provided that the Chief Finance & Accounts Officer shall not incur any expenditure or make any investment exceeding Rs. 10,000 without the previous approval of the Finance Committee.

- (4) Subject to the control of the Governing Body, the Chief Finance & Accounts Officer shall –
 - (a) hold and manage the property and investments including society and endowed property for furthering

any of the objects of the University;

- (b) see that the limits fixed by the Finance Committee for recurring and non-recurring expenditure for a year are not exceeded and that all moneys are expended on the purposes for which they are granted or allotted;
 - (c) be responsible for the preparation of annual accounts and the budget of the University for the next financial year and for their presentation to the Governing Body;
 - (d) keep a constant watch on the state of the cash and bank balances and on the state of investments;
 - (e) watch the progress of collection of revenue and advise on the methods of collection employed;
 - (f) have the accounts of the University regularly audited by an internal audit system;
 - (g) See that the registers of buildings, land, furniture and equipment are maintained up-to-date and that the stock-checking is conducted of equipment and other consumable materials in all offices, Special Centres, Specialised Laboratories, Colleges and Institutions maintained by the University;
 - (h) call for explanation for unauthorised expenditure and for other financial irregularities and suggest disciplinary action against the persons at fault; and
 - (i) call for from any office or college or institution under the University any information or returns that he may consider necessary to discharge his financial responsibilities.
- (5) The receipt of the Chief Finance & Accounts Officer or of the person or persons duly authorised in this behalf by the Sponsoring Body/Governing Body for any money payable to the University shall be sufficient discharge for the same.

Other Officers of the University

16. (1) The following shall also be the officers of the University namely:
- (a) Dean of Students Welfare;
 - (b) Proctor; if any
 - (c) Librarian;
 - (d) Controller of Examinations;
 - (e) Director of Physical Education.
- (2) (a) The Dean of Students Welfare shall be appointed from amongst the teachers of the University not below the rank of a Reader/Associate Professor by the Governing Body on the recommendation of the Vice

Chancellor. The Dean so appointed shall be a whole-time salaried officer and shall hold office for a term of three years and shall be eligible for re-appointment:

Provided that the Governing Body may, if it is considered necessary, appoint, on the recommendation of the Vice Chancellor, a teacher, not below the rank of a Reader/Associate Professor, to discharge the duties of the Dean of Students Welfare in addition to his duties and in such a case the Governing Body may sanction a suitable allowance;

- (b) The person who is appointed as the Dean of Students Welfare shall continue to hold his lien on his substantive post and shall be eligible to all the benefits that would have otherwise accrued to him but for his appointment as Dean of Students Welfare;
- (c) When the office of the Dean of Students Welfare is vacant or when the Dean of Students Welfare is, by reason of illness or absence for 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 for the purpose;
- (d) The duties and powers of the Dean of Students Welfare shall be as follows:
 - (i) Make arrangements to ensure suitable housing facilities for students;
 - (ii) Arrange for employment/placement of students in accordance with plans approved by the Vice Chancellor;
 - (iii) Communicate with the parents/guardians of the Students concerning the welfare of the students;
 - (iv) Obtain travel facilities for the students from competent authorities;
 - (v) Assist the Students in obtaining scholarship, studentships etc. by giving them information relating thereto;
 - (vi) Organise events relating to extracurricular/co-curricular activities;
 - (vii) Perform such other duties as may be assigned to him from time to time by the Vice Chancellor;
 - (viii) Arrange to get periodic feedback from students in various areas of University functioning and liaison with Registrar/Vice Chancellor for

- action, as necessary;
- (ix) Constitute small & appropriate committees consisting of teacher and/or students to perform specific activities related to his duties and responsibilities;
 - (x) Redress grievances of students with the cooperation of other officials as per the Statute/Ordinances;
 - (xi) Overall in-charge of discipline;
- (3) (a) The **Proctor, if any** shall be appointed by the Pro-Chancellor on the recommendation of the Vice Chancellor, from amongst a senior teacher of the University to function as Proctor in an honorary capacity, for a period of two years and shall be eligible for reappointment;
- (b) The Pro-Chancellor may fix, if required an appropriate honorarium to be paid to the Proctor and other facilities necessary for performance of his functions;
- (c) Proctor shall exercise such powers and perform such duties in respect of the maintenance of discipline among the students as may be assigned to him by the Vice Chancellor.
- (4) (a) The **Librarian** shall be appointed by the Governing Body and shall be a whole-time salaried officer of the University;
- (b) The duties and powers of the Librarian shall be regulated by the Ordinances.
- (5) 1. (a) The **Controller of Examinations** shall be appointed by the Chancellor on the recommendations of a Selection Committee constituted for the purpose and he shall be whole-time salaried officer of the University;
- (b) The Controller of Examinations shall be appointed for a term of three years and shall be eligible for re-appointment;
- (c) The emoluments and other terms and conditions of service of the Controller of Examinations shall be such as may be prescribed by the Sponsoring Body from time to time;
- (d) When the office of the Controller of Examinations is vacant or when the Controller of Examinations, by reason of illness, 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 for the purpose;
- (e) The Controller of Examinations shall arrange for and superintend the examinations of the University in the manner prescribed by the Ordinances.
2. Subject to the provisions of the Act, these Statute and the ordinances, the Controller of Examination shall, in addition to any other powers vested in it have the following duties namely:
- (a) to conduct examinations in a disciplined and efficient manner;
- (b) to arrange for the setting of question papers with strict regards to secrecy;
- (c) to arrange for the evaluation of answer sheets in accordance with the planned time schedule for results;
- (d) to constantly review the system of examinations in order to enhance the level of impartiality and objectivity with a view to make it better instrument for assessing the attainments of students;
- (e) To deal with any other matter connected with examinations which may, from time to time be assigned to him by the Vice Chancellor.
- (6) (a) The **Director Physical Education** shall be a full time salaried officer of the University and his appointment shall be made by Chancellor on the recommendation of Vice Chancellor, as per norms prescribed by the University Grant Commission;
- (b) Director Physical Education will take all necessary actions to promote/organize sports facilities to the campus and work for all round development of students. He will report to the Vice Chancellor for his duties/assignments.
17. (1) The Governing Body shall consist of the following members **The Governing Body**
namely :
- (i) The Chancellor; **Chairperson**
- (ii) The Pro-Chancellor;
- (iii) The Chief Executive Officer;
- (iv) The Vice Chancellor;

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- (v) Registrar; **Member Secretary**
- (vi) The Secretary to the Government, Department of Higher & Technical Education, Jharkhand, or his nominee;
- (vii) Five persons nominated by the Sponsoring Body, out of which two shall be eminent educationists;
- (viii) One expert of Management from outside the University, nominated by the Chancellor;
- (ix) One expert of Technology from outside the University, nominated by the Chancellor; and
- (x) One expert of Finance, nominated by the Chancellor:
Provided that the Secretary to the Government, Department of Higher & Technical Education, Jharkhand, or in his absence, Director, Higher Education shall be present in each meeting in which decisions on issues involving Government policies/instructions are to be taken.
2. The members of the Governing Body referred to in items (vii), (viii), (ix) and (x) shall hold office for a term of two years.
3. The term of office of the members of the Governing Body shall commence from the date of nomination, or appointment, as the case may be.
4. One third of the members of the Governing Body including the Chairperson, shall constitute the quorum. In case the quorum is not complete, the meeting shall be adjourned for half an hour. The meeting shall be reconvened after half an hour at the same venue. Neither quorum nor a notice shall be necessary in the case of such a reconvened meeting.
5. Meetings of the Governing Body:
- (i) every meeting of the Governing Body shall be held on such date in at such time and place as may be fixed by the Chancellor;
- (ii) Notice of an ordinary meeting of the Governing Body shall be dispatched to all members of the Governing Body at least twenty one days before the meeting. The agenda of the meeting shall be dispatched at least ten days in advance of the meeting;
- (iii) in case of an emergency, a special meeting of the Governing Body may be called by the Chancellor at a short notice;
- (iv) in the absence of the Chancellor in a meeting of the Governing Body, the Pro-Chancellor shall act as the

Chairperson.

7. **Transaction of Business:** In arriving at a decision, if voting becomes necessary, it shall be done in a manner to be decided by the Chairperson. In case of a tie, the Chairperson shall have a second casting vote.

Powers of The Governing Body:

- (1) The Governing Body shall be the supreme authority of the University. It shall have the following powers, namely:
- (a) to supervise and control the affairs of the University;
 - (b) to provide general superintendence and directions and to control the functioning of the University by using all such powers as are provided by this Act, Statute, Ordinances, Regulations or Rules;
 - (c) to make payment or repeal regulations to carry out the provisions of the Act and the Statute and ordinances framed there under, or smooth functioning of the University;
 - (d) to consider for approval recommendations of the Academic Council and other authorities, referred by them;
 - (e) to hold and control the property and funds of the University on behalf of the Sponsoring Body. However no decision to alienate, encumber, handover of possession, etc. of the property shall be taken without the consent of the Sponsoring Body;
 - (f) to control and manage the assets and infrastructure of the University;
 - (g) to specify and demand such fees and other charges as are to be received by the University from the students;
 - (h) to approve the budget and annual report of the University;
 - (i) to administer any funds placed at the disposal of the University;
 - (j) to issue appeals for funds for carrying out the objectives of the University and received grants donations, contributions, gifts, prizes & scholarships towards the general fund and for awards of prizes and scholarships;
 - (k) To authorise operation of bank accounts of the University;
 - (l) to appoint auditors for the ensuing year and determine their remuneration;
 - (m) to determine/approve the emoluments, duties and terms & conditions of service of the employees of the

- University;
- (n) to approve the academic programs;
 - (o) (i) to provide instructions for appointment of visiting fellows and visiting professors;
 - (o) (ii) to institute, abolish or suspend any teaching posts in the University, on the recommendation of the academic council;
 - (p) to dismiss or otherwise punish or terminate the services of teachers, officers and other employees of the University in accordance with the provisions and the terms & conditions of service of the employees;
 - (q) to appoint such committees for such purposes and with such powers as may be required for efficient functioning of the University;
 - (r) to regulate integration/taking over of the institution/schools/colleges/centers of the Sponsoring Body by transferring their assets and liabilities, staff and enrollment of the students to the University;
 - (s) to regulate, co-operate, collaborate or associate with any other University or institution including those of the sponsoring body in such manner and for such purposes as the University may determine;
 - (t) to regulate and determine all other matters concerning the University in accordance with the Act., Statute and ordinances;
 - (u) to review the decisions of other authorities of the University in case they are not in conformity with the provisions of Act, Statute, Ordinances, Regulations or Rules;
 - (v) to lay down the extensive policies to be followed by the University;
 - (w) to recommend to the sponsoring body for the dissolution of the University if a situation arises when there is no smooth functioning of the University in spite of best efforts; and
 - (x) Such other powers as may be specified by the Statute.
- (2) The Governing Body shall meet at least twice in a calendar year.
- (3) Subject to the provisions of the Act, these Statute and the Ordinances, the Governing Body shall, in addition to any other power vested in it have the following powers, namely:
- (i) to appoint such Professors, Associate Professors, Assistant Professors and other members of the

teaching staff as may be necessary, on the recommendations of the Selection Committees constituted for the purpose, and to provide for filling temporary vacancies therein;

- (ii) to fix the emoluments and define the duties and conditions of service of Professors, Associate Professors, Assistant Professors and other members of the teaching staff:

Provided that no action shall be taken by the Governing Body in respect of the number, the qualifications and the emoluments of teachers otherwise than after consideration of the recommendations of the Academic Council;

- (iii) to create administrative, ministerial and other necessary posts and to make appointments thereto:

Provided that any additional post, not provided in the Budget may be created only after due examination by the Finance Committee of the University;

- (iv) to regulate and enforce discipline among the members of the teaching, administrative and ministerial staff of the University in accordance with these Statute and the Ordinances;

- (v) to invest any money belonging to the University, including any unapplied income, in such stocks, funds, shares or securities as it shall, from time to time think fit, or in the purchase of immovable property in India and/or abroad, with the like powers of varying such investments from time to time;

- (vi) (a) to accept on behalf of the University any trust / society, bequest, donation or transfer of any movable or immovable property to the University; and

- (b) to transfer any movable or immovable property on behalf of the University;

- (vii) to provide the buildings, premises, furniture, apparatus and other means needed for carrying on the work of the University;

- (viii) to enter into, vary, carry out and cancel contracts on behalf of the University;

- (ix) to entertain, adjudicate upon, and if it thinks fit, to redress any grievances of the salaried officers, the teaching staff and other employees of the University who may for any reasons feel aggrieved:

Provided that, in matters of discipline and

punishment, where the final power has been vested in the Chancellor or any other officer of the University, no appeal shall lie to the Governing Body;

- (x) to appoint examiners and moderators and if necessary, to remove them, and to fix their fees, emoluments and travelling and other allowances after consulting the Academic Council;
- (xi) The University shall have a common seal to be used for the purposes of the University and design of the seal shall be as decided by the University after approval of the Sponsoring Body subject to further change or amendment as deemed necessary from time to time as per the procedure laid in the Statute. The University after obtaining the approval of the Sponsoring Body may also decide to make and use such as Flag, Anthem, Insignia, Vehicle Flag and other symbolic or graphic expressions, abbreviations or likewise in accordance with the Statute;
- (xii) to institute Fellowships, Scholarships, Studentships, Medals and Prizes;
- (xiii) to collaborate with foreign universities for exchange of student as well as faculty;
- (xiv) to collaborate with foreign universities for dual undergraduate, graduate and doctoral degree programs for any schools of studies;
- (xv) to frame the policies regarding recruitment of NRI students, Foreign National students & faculty from outside the country;
- (xvi) To delegate any of its powers to the Vice Chancellor, the Registrar or such other officer of the University or to a Committee appointed by it as it may deem fit.

The Board of Management

18. (1) The Board of Management shall consist of the following members, namely:
- (i) the Vice Chancellor;
 - (ii) The Chief Executive Officer;
 - (iii) the Secretary to the Government, Department of Higher and Technical Education, Jharkhand or his nominee;
 - (iv) two members of the Governing Body nominated by the Sponsoring Body;
 - (v) Three persons, who are not the members of the Governing Body, nominated by the Sponsoring Body;
 - (vi) Three persons, from amongst the teachers, nominated

by the Sponsoring Body;

- (vii) two teacher nominated by the Vice Chancellor;
- (viii) The Registrar shall be the Member Secretary:

Provided that the Secretary to the Government, Department of Higher & Technical Education Jharkhand, or in his absence, Director, Higher Education shall be present in each meeting in which decisions on issue involving Government policies/ instructions are to be taken;

- (2) The Vice Chancellor shall be the Chairperson of the Board of Management.
- (3) The Powers & Duties of the Board of Management shall be such as may be specified by the Statute.
- (4) The Board of Management shall meet once in every three months.
- (5) The quorum for meetings of the Board of Management shall be five. In case the quorum is not complete, the meeting shall be adjourned for half an hour. The meeting shall be reconvened after half an hour at the same venue. Neither quorum nor a notice shall be necessary in the case of such a reconvened meeting.
- (6) The tenure of membership of members of the Board of the Management shall be three years. However, the persons so nominated shall be eligible for re-nomination for further terms.

The Board of Management shall exercise the following powers and perform functions:-

- (1) To examine and approve financial accounts together with audit report.
- (2) To examine and recommend budget for recurring & non-recurring expenditure to Governing Body for approval. The Board will also oversee the expenses vis-a-vis approved budget for expenditure.
- (3) To approve Ordinances and Regulations of the University.
- (4) To create teaching, administrative, and other necessary posts inter-alia covering qualifications and emoluments in consultation with the Finance Committee.
- (5) To approve the appointment of such Professors, Associate Professors, Assistant Professors, other teachers and academic staff as may be necessary on the recommendation of the selection committee.
- (6) To define the function, terms and conditions of service of Professors, Associate Professors, Assistant Professors, other

- teachers and academic staff employed by the University in consultation with the Academic Council.
- (7) To approve and specify the manner of appointment to temporary vacancies of academic staff.
 - (8) To make provision for the appointment of visiting Professors, Emeritus Professors, Fellows, Artists, Writers and other distinguished Professionals as required and determine the terms and conditions of such appointments.
 - (9) To manage and regulate the finances accounts, investments, property of the University and other affairs of the University and to appoint such agents as may be considered fit in consultation with the Finance Committee.
 - (10) To oversee enforcement of discipline amongst the employees in accordance with the Statute, Ordinances and Regulations.
 - (11) To recommend transfer or acceptance of transfer of any immovable or moveable property on behalf of the University to the Governing Body.
 - (12) To fix the remuneration payable to course writers, counselors, examiners and invigilators, and traveling and other allowances payable in consultation with the Finance Committee.
 - (13) To recommend to the Governing Body to delegate any of its powers to any committee or sub-committee, the Vice-Chancellor, the Registrar, the Chief Finance and Accounts Officers or any other officer of the University.
 - (14) To entertain, adjudicate upon, or redress the grievances of the employees and the students of the University who may, for any reason, feel aggrieved, through proper channel.
 - (15) To institute fellowships, scholarships, etc.
 - (16) To select an emblem and to have a common seal for the University and to provide for the custody and use of such seal in consultation with the Sponsoring Body.
 - (17) To approve conferment of degrees, awards, and fellowships.
 - (18) To approve collaborations/exchange programmes with renowned national/international universities to achieve international quality standards in teaching and research.
 - (19) To oversee the management of general and endowment funds as prescribed in the Act in consultation with the Finance Committee.
 - (20) To appoint committees for such purposes under his Statute and with such powers as it may deem fit and to appoint such persons on these committees as it may think fit.

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- (21) To approve provision of buildings, premises, furniture, fittings, equipments, appliances and other facilities required for carrying on the work of the University.
- (22) To examine and accord final approval of building plans and award building contracts or authorize construction.
- (23) To issue appeals for funds for carrying out the objectives of the University and accept such funds as grants, donations, contributions, gifts, prizes, scholarships, fees and other moneys.
- (24) To refer all matters of policy and financial decisions to the Governing Body and ensure that the minutes are regularly presented in the meetings of the Governing Body for perusal and approval.
- (25) To raise and borrow money with the approval of the Governing Body on bonds, mortgages, promissory notes or other securities founded or based on any of the properties and assets of the University or without any securities and upon approved terms and conditions and to pay out of the University all expenses incidental to the raising of money and to repay and redeem any money borrowed.
- (26) To exercise such other powers and perform such other functions/duties as may be conferred on it the Act or the Statute or as prescribed by the Chancellor/Governing Body.
19. (1) The Academic Council shall consist of the following **Academic Council** members namely:
- (i) The Vice Chancellor; **Chairperson**
 - (ii) The Chief Executive Officer;
 - (iii) The Pro-Vice Chancellor, if any;
 - (iv) Two Directors / Deans / Chairperson / Head of the Schools of Studies in order of seniority by rotation;
 - (v) The Registrar; **Member Secretary;**
 - (vi) The Dean of Students Welfare;
 - (vii) The University's Librarian;
 - (viii) The Controller of Examinations;
 - (ix) Four Directors/Deans/Chairpersons/Heads nominated by the Vice Chancellor other than (iii) above;
 - (x) Eight faculty member (professors/associate professors / assistant professors of schools / departments / constituents institutions nominated by the Vice Chancellor);
 - (xi) Two Academician from outside the University nominated by the Governing Body;

- (xii) Two nominees of the chancellor from amongst scientist, educationist, technocrats;
 - (xiii) Two nominees of the Sponsoring Body from amongst scientist, educationist, technocrats.
- (2) All members of the Academic Council, other than ex-officio members, shall hold office for a term of two years.
- (3) One third of the total members of the Academic Council shall constitute a quorum. In case the Quorum is not complete, the meeting shall be adjourned for half an hour. The meeting shall be reconvened after half an hour at the same venue. Neither a quorum nor a notice shall be necessary in the case of such a reconvened meeting.

Powers and duties of the Academic Council:

The Academic Council shall be the principal Academic Body of the University and shall co-ordinate and exercise general supervision over the Academic policies of the University.

Powers and duties of the Academic Council shall be as follows:

- (1) to exercise general supervision over the academic policies of the University and to give directions regarding methods of instructions, cooperative teaching among schools, research programs or improvements in academic standards.
- (2) to approve the syllabus of programs of studies as recommended by the Board of Studies, periodic review of syllabi, teaching methods, training facility and assessment of performance of students and library resources.
- (3) to bring about inter-school co-ordination to appoint Committees or Boards, for taking up projects on an inter-school basis.
- (4) to consider matters of general academic interest either at its own initiative or referred to it by a School, or the Governing Body and to take appropriate action thereon.
- (5) to formulate, modify or revise schemes for the organization of, and assignment of subjects to Schools of Studies and to report to the Governing Body as to the expediency of the abolition, reconstitution or division of any school of studies or the amalgamation of one or more schools.
- (6) to make recommendations to the Board of Management for the establishment/expansion of and/or alteration to various Schools, Departments, Centres, Institutes of higher learning, specialized Laboratories, Libraries and Museums.
- (7) to formulate, revise, or redefine the academic fields of study or subjects allocated to a School/Institute/Centre, a Department or any unit of an academic program.
- (8) to recommend to the Governing Body the draft Ordinances,

rules or Regulations for various academic programs and activities of the University.

- (9) to constitute such Advisory Council/Committees of students' affairs consisting of such number of teachers and students as may be prescribed by the regulations.
- (10) to submit an annual report of its activities to the Governing Body/Board of Management.
- (11) to take measures to ensure excellence in standards of teaching, examination and research;

Subject to the provisions of the Act and these Statute, the Academic Council shall, in addition to all other powers vested in it, have the following powers, duties and functions, namely:

- (i) Supervise & control admissions of students in the University and the examinations of the University;
- (ii) to report on any matter referred to it by the Governing Body;
- (iii) to make proposals to the Governing Body for the establishment of Departments, Colleges, Institutions of higher learning, Special Centres, Specialized Laboratories, Libraries and Museums;
- (iv) to consider proposals submitted by the Schools of Studies;
- (v) to promote research within the University and to require, from time to time, reports on such research;
- (vi) to make recommendations to the Governing Body with regard to the creation and abolition of teaching posts in the University and the classification of the said posts and the emoluments and duties attaching thereto;
- (vii) to recognize diplomas and degrees of other Universities and institutions and to determine their equivalent diplomas and degrees of the University and to collaborate with other universities including foreign universities;
- (viii) to appoint Committees for admission to the University;
- (ix) to publish lists of prescribed or recommended textbooks and to publish the syllabuses of prescribed courses of study;
- (x) to make such arrangements for the instruction and examination of persons, not being members of the University, as may be necessary;

- (xi) to recommend to the Governing Body draft Ordinances regarding examinations of the University and the conditions on which students should be admitted to such examinations;
- (xii) to make recommendations to the Governing Body in regard to the appointment of examiners and, if necessary, their removal and the fixation of their remuneration/emoluments and travelling and other expenses;
- (xiii) to make arrangements for the conduct of examinations, including their venues and schedules and to maintain proper standards of examinations;
- (xiv) to declare the results of various University examinations, or to appoint Committees or Officers to do so;
- (xv) to make recommendations for the conferment of honorary degrees and to confer or grant degrees, academic distinctions, honours, diplomas, titles and marks of honour;
- (xvi) to make proposals to the Governing Body for the institution of fellowships, scholarships, studentships, medals and prizes and to award the same;
- (xvii) to perform, in relation to academic matters, all such duties and to do all such acts as may be necessary for the proper carrying out of the provisions of the Act, these Statute and the Ordinances;
- (xviii) to promote the health and welfare of students and to constitute a Council of Students' Affairs consisting of such number of teachers and students as may be prescribed by the Ordinances, to advise the Academic Council on matters relating to the welfare of the students of the University.

Meeting of the Academic Council:

- (1) The Academic Council shall normally meet at least twice a year on the dates decided by the Vice Chancellor and at such other times as the Vice Chancellor may direct.
- (2) In the absence of the Vice Chancellor in a meeting, the Pro Vice Chancellor shall preside at the meeting.
- (3) Ordinarily twenty one days notices shall be given for all meetings of the Academic Council and the agenda papers shall be issued at least ten days before the date of the meeting.
- (4) Notice of a motion or resolution which has been given by member, must reach the Registrar ordinarily three days

- before the date of the meeting at which the motion or the resolution is to be moved.
- (5) One third the members of the Academic Council including the Chairperson shall constitute the quorum at the meeting; In case the Quorum is not complete, the meeting shall be adjourned for half an hour. The meeting shall be reconvened after half an hour at the same venue. Neither a quorum nor a notice shall be necessary in the case of such a reconvened meeting..
- (6) **Transaction of Business:** In arriving at a decision, if voting becomes necessary it shall be done in manner to be decided by the chairperson. In case of a tie, the chairperson shall have a second cast.
20. (1) The members and the Chairman of the Academic Advisory Committee shall be appointed by the Chancellor and shall hold office for two years. **The Academic Advisory Committee**
- (2) The Academic Advisory Committee shall, in addition to all other powers vested in it by the Act have the right to advise the Governing Body and the Academic Council on any academic matter.
21. (1) The University shall have such Schools of Studies, Special Centres and Specialized Laboratories as may be specified in the Ordinances. **Schools of Studies**
- (2) (a) Every School of Studies (hereinafter referred to as the School) shall consist of such Departments as may be assigned to it by the Ordinances;
- (b) Each Department shall consist of the following members, namely;
- (i) Teachers of the Department;
- (ii) Persons appointed to conduct research in the Department;
- (iii) Honorary Professors, if any, attached to the Department;
- (iv) Such other persons as may be members of the Department in accordance with the provisions of the Ordinances.
- (c) (i) Each Centre/Department shall have a Chairperson who shall be appointed by the Governing Body from amongst the Professors for a period of two years:
- Provided that where in any Centre/Department, there is only one Professor, the Governing Body may also appoint one of the Associate

- Professors as the Chairman of the Centre/Department;
- (ii) The duties and functions of a Chairperson of the Department shall be as prescribed by the Ordinances.
- (3) Every School shall have a Board consisting of the following members, namely:
- (i) The Dean of the School – Chairperson;
 - (ii) The Chairperson/Heads of all Schools of the Centre/ Heads of Departments in the School;
 - (iii) The Professors in the Departments in the school;
 - (iv) One Associate Professor and one Assistant Professor, by rotation according to seniority, from each Department in the School;
 - (v) Five members nominated by the Academic Council for their special knowledge in any subject assigned to the School or in any allied branch of knowledge;
 - (vi) One or more teachers from the schools nominated by the Vice Chancellor; and
 - (vii) Registrar as a Ex-Officio Secretary.
- (4) All members of a Board other than ex-officio members shall hold office for a term of three years.

Powers & Duties of Schools of Studies:

- (1) The Power & Duties of school of studies shall be as follows, namely:
- (i) to coordinate teaching and research activities of the Institutes/Schools assigned to the Faculty and to promote and provide for inter disciplinary teaching and research; and to arrange for examination and periodical tests in subject falling within the purview of the Faculty;
 - (ii) to appoint Committees or to undertake research projects common to more than one department/schools;
 - (iii) to forward recommendations of Board of Studies to Academic Council for consideration;
 - (iv) to perform such other functions as the Academic Council may prescribe;
 - (v) School shall recommend to the Academic Council, the schemes for improvement in academic standards; and
 - (vi) All members of a Board other than ex-officio members shall hold office for a term of three years.

Meetings of Schools of Studies:

- (1) The meeting of the schools shall be held at least twice a year.
- (2) Special meeting shall be called by the Registrar at the direction of the Vice Chancellor.
- (3) One third of the total members of the schools shall constitute a quorum. In case the quorum is not complete, the meeting shall be adjourned for half an hour. The meeting shall be reconvened after half an hour at the same venue. Neither a quorum nor a notice shall be necessary in the case of such a reconvened meeting.

22. (1) The Finance Committee shall be the principal financial body of the University to take care of the financial matters and the composition of the finance committee shall consist of the following members, namely: **Finance Committee**
- (i) The Vice Chancellor; **Chairperson**
 - (ii) The Chief Executive Officer;
 - (iii) Two persons, nominated by the Sponsoring Body;
 - (iv) One person, who is not employee of the University or of any recognised institution nominated by the Chancellor;
 - (v) Chief Finance and Account Officer ; **Convener**
 - (vi) The Registrar. **Member Secretary**
- (2) Three members of the Finance Committee shall form the quorum. In case the quorum is not complete, the meeting shall be adjourned for half an hour. The meeting shall be reconvened after half an hour at the same venue. Neither a quorum nor a notice shall be necessary in the case of such a reconvened meeting.
 - (3) All members of the Finance Committee, other than ex-officio members, shall hold office for a period of three years.
 - (4) The Vice Chancellor shall preside over the meetings of the Finance Committee and in his absence; the nominee of the Chancellor, shall preside over the meeting.
 - (5) The Finance Committee shall meet at least twice every year to examine Accounts, Budget and to scrutinize proposals for expenditure.
 - (6) The annual accounts and financial estimates of the University prepared by the Chief Finance & Accounts Officer shall be laid before the Finance Committee for consideration and comments and thereafter submitted to the Governing Body for approval with or without amendments.

Powers & Duties of the Finance Committee:

- (1) The Finance Committee shall prepare the Annual Estimates of Income & Expenditure of the University and make allocation there under.
- (2) The Finance Committee shall consider the Annual Accounts of the University prepared under the direction of the Vice Chancellor, and its recommendations thereon along with the Annual Budget, shall put up to the Governing Body for its consideration and approval.
- (3) The Finance Committee may make its recommendations to the Governing Body to accept bequest, and donations of property to the University such terms as it deems proper.
- (4) The Finance Committee may recommend mechanisms and ways and means to generate recourses for the University.
- (5) The Finance Committee may consider any other matters referred to it by the Governing Body and make its recommendations thereon.
- (6) No expenditure in the budget shall be incurred by the University in excess of the limit so fixed, without a prior approval of Finance Committee which shall fix limits of the total recurring and the non recurring expenditure for the year, based on the resources and income of the university.
- (7) The Finance committee shall consider the proposal of the Fee Committee as specified in the statute/ordinance regarding the fee structure and shall give its recommendations to the Board of Management for consideration and approval.
- (8) The Finance Committee shall advise the University on any questions effecting its finances.
- (9) The Finance Committee shall be responsible for the observance of Regulations, relations to the maintenance of accounts of the income and expenditure of the University.

Meetings of the Finance Committee:

- (1) The Finance Committee shall meet at least once in each Academic Session. A notice for the meeting of the Finance Committee shall be given so as to reach the members at least fifteen days in advance of the meeting and the agenda for the meeting shall be sent at least ten days in advance of the meeting.
- (2) **Transaction of Business:** In arriving at a decision, if voting necessary, it shall be done in a manner to be decided by the Chairperson. In case of a tie, the Chairperson shall have a second casting vote.

23. (1) The Planning Board shall be the Principal Planning Body of the University and shall ensure that the Infrastructure and Academic Support System meets the norms the University Grant Commission (UGC) or the respective councils. **The Planning Board**
- (2) The composition of the Planning Board, the Principal Planning Body of the University shall be:
- (i) The Vice Chancellor; **Chairperson**
 - (ii) The Chief Executive Officer;
 - (iii) Two persons, nominated by the Sponsoring Body;
 - (iv) Dean, Development & Planning;
 - (v) The Registrar; **Member Secretary**
- (3) All members of the Planning Board, other than Ex-Officio members, shall hold office for the term of three years.
- (4) The Vice Chancellor shall preside at the meetings of the Planning Board.
- (5) One third of the members of the Planning Board, including the Chairperson, shall constitute the quorum. In case the quorum is not complete, the meeting shall be adjourned for half an hour. The meeting shall be reconvened after half an hour at the same venue. Neither a quorum nor a notice shall be necessary in the case of such a reconvened meeting.

Powers & Duties of The Planning Board:

- (1) The Powers & Duties of the Planning Board shall be as follows:
- (i) The Planning Board shall normally meet once in a year to ensure that the infrastructure and academic support system meets the norms of the University Grant Commission or the respective councils. A notice for the meeting of the Board shall be given so as to reach the members at least three weeks in advance of the meeting and the agenda papers shall be issued ten days before the meeting;
 - (ii) To prepare perspective plane for development and growth of the University;
 - (iii) To make an assessment of the academic support facilities and the infrastructure of the University to ensure that the University attains & sustains the highest possible academic standards as per the UGC or the other respective councils;
 - (iv) To suggest ways and means to generate resources and mobilize them for their optimal utilization.

Meetings of The Planning Board:

- (1) In the absence of the Chairperson, Pro Vice Chancellor shall preside at the meeting of the Board.
- (2) **Transaction of Business:** In arriving at a decision, if voting becomes necessary, it shall be done in a manner to be decided by the Chairperson. In case of a tie, the Chairperson shall have a second casting vote.

The Admission Committee

24. (1) The University shall have an Admission Committee, which shall be constituted as under:
 - (i) Vice Chancellor / Pro Vice Chancellor;
 - (ii) Deans of Schools;
 - (iii) Chief Finance and Accounts Officer;
 - (iv) Registrar as a Member Secretary;
- (2) The Committee will decide the policy guidelines relating to various courses/programs as per the Act and Ordinance.
- (3) The powers & duties of the Admission Committee shall be specified in the Regulations framed by the Academic Council and approved by the Governing Body.
- (4) **Policy of Admissions:**
 - (i) Admissions in the University shall be open to Indian citizens, Non-Resident Indians(NRIs), Persons of Indian Origin(PIOs) and Foreigners. For NRIs/PIOs/ Foreign student's admission shall be made on merit based on marks obtained in qualifying examinations or admission test as decided by the University with the approval of the Board of Management;
 - (ii) Subject to the provisions of the Act, admission in all programs of University shall be made on the basis of merit provided that the admission in professional and technical courses shall be made through an all India entrance test, conducted by the University or the University may associate with other Universities which offer similar courses to conduct admission test or can also use the score of entrance tests conducted by Associations of Universities/other Federations/ State/Central agencies/ other bodies for admission to any program. However, in case entrance test has not been conducted due to one or the other reason or lesser availability of candidates, admissions shall be made on the basis of merit in qualifying examination;
 - (iii) For courses where admission is through merit in the qualifying examination, weightage can be considered for excellence in sports and other extracurricular

activities;

- (iv) Admissions granted shall, in the first instance, be deemed to be provisional. The office of Registrar shall confirm the admission after verification of his/her documents for eligibility and enroll the student by allotting him/her Enrolment Number. If it is found at any stage that the qualifying examination of a candidate is not recognised by the University or he/she has concealed or given false information, such admission shall be cancelled;
 - (v) Such students who were enrolled with any duly constituted University in the country can be migrated to the Sarala Birla University Ranchi with the approval of its Academic Council. Such students shall be enrolled and shall be the students of the Sarala Birla University, Ranchi;
 - (vi) Every student shall have to pass a medical test within four weeks of the date of his/her provisional admission. Admission of those found medically unfit shall be cancelled.
25. (1) The Fee Committee of the University shall prepare the Fee Structure and the review the same periodically in light of the Act, as amended from time to time, which mandates that the University shall be self finance and shall not be entitled to receive any grant or financial assistant from the Government or any Board or Corporation owned or controlled by the Government. **The Fee Committee**
- (2) The recommendation of the Fee Committee will be considered by the Finance Committee and submitted to the Board of Management for approval. Fee Structure so approved and shall be notified.

Powers & Duties of The Fee Committee:

- (1) The University shall charge fee for various programs of study in accordance with the provisions of the Act. The Governing Body may also prescribe refundable caution moneys for different purposes, in order to ensure use of University property by the students with due diligence and care, access to the library/laboratory or other academic purposes, such as participation in seminars/ workshops/ conferences organized by the University.
- (2) In case any student discontinues/withdraws or requests to leave the course after the last date of admission, for whatever reason, he/she shall be required to deposit fee for the remaining years (duration) of the course. The university shall have the right to realize such fees for remaining years from the student because he/she has blocked one seat of that

particular discipline for remaining period of the program. No correspondence in this regard shall be entertained and decision of the university shall be final.

- (3) If University deems it proper, it will take bank guarantee from the student (s) in lieu of fee for the remaining period of program.
- (4) Chancellor shall have the power of full/part exemptions/ waiving of any kind of fee payable by the student for the academic year.

Fee Structure:

- (1) The Fee Structure & other charges for the students will be decided by Board of Management in consultation with Finance Committee & Fee Committee.
- (2) The University may, from time to time, decide the fee and shall submit the same for the information to the Government, at least thirty days before the commencement of the academic session.

The Examination Council

26. (1) The University shall have an Examination Council for smoother functioning and conduct of University examinations which shall be chaired by the Vice Chancellor; **Chairperson**
- (2) Deans of Schools;
- (3) One person nominated by the Academic Council, from amongst its members for a period of three years;
- (4) Registrar;
- (5) The Controller of Examinations. **Member Secretary**

The Research Council

27. (1) The University shall have a Research Council for smoother functioning and conduct the Research related work which shall be chaired by the Vice Chancellor.; **Chairperson**
- (2) Deans of Schools;
- (3) One person nominated by the Academic Council;
- (4) Registrar;
- (5) Coordinator of the Research Council;
- (5) The Controller of Examinations. **Member Secretary**

Committees

28. The Governing Body or the Board of the Management or the Academic Council may appoint Boards or Committees consisting of members of the authority making such appointment and of such other persons (if any) as that authority in each case may think fit; and any such Board or Committee may deal with any subject assigned to it subject to subsequent confirmation by the authority which appointed it.

29. Subject to the provisions of the Act and Statute, the Governing Body/Board of Management/Academic Council may appoint standing committees or Sub-Committees or Boards as deemed appropriate. The persons who are not the members of the said authorities may also be appointed member of these committees/Boards. The decisions taken by these Committees/ Sub Committees shall be subject to review by the Governing Body / Board of Management / Academic Council as the case may be. **Standing Committee & Sub-Committees**
30. (1) **For non teaching and administrative staff:** there shall be a selection committee constituted by the Chancellor for a appointment of the other University officers, non teaching/ administrative staff as under: **Selection Committee (For Non-Teaching & Administrative Staffs)**
- (a) Vice Chancellor; **Chairperson**
- (b) Chief Executive Officer;
- (c) Registrar; **Member Secretary**
- (d) Chief Finance & Accounts Officer;
- (e) Director/Principal of the Institute;
- (f) The outside expert nominated by the Vice Chancellor;
- The creation of the post for other university officers, teaching and non teaching / administrative staff will be sanctioned by the Board of Management on the recommendation of the Academic Council after approval from the Finance Committee. The selection committee will constitute interview boards as and when required for holding the interviews and based on their recommendations, shall take necessary steps for approval from competent authority as per Statute, inconformity with the provision of the Act.
31. Where, by the Statute or the Ordinances, no provision is made for a Chairman to preside over a meeting of any University Authority, Board or Committee, or when the Chairman so provided for is absent, the members present shall elect one among them-selves to preside at the meeting. **Elected Chairman to preside where no provision made in Statute**
32. (1) Any members other than an ex-officio member of the Governing Body, the Board of Management, the Academic Council, or any other authority of the University or committee may resign by letter addressed to the Registrar and the resignation shall take effect as soon as such letter is received by the Registrar. **Resignation**
- (2) Any officer of the University (whether salaried or otherwise) may resign his office by letter addressed to the Registrar.
- Provided that such resignation shall take effect only on the

date from, which the same is accepted by the authority competent to fill the vacancy.

- Disqualifications** 33. (1) A person shall be disqualified for being chosen as, and for being, a member of any of the authorities of the University.
- (a) if he is of unsound mind or is a deaf-mute or suffers from contagious leprosy;
 - (b) if he is an un discharged insolvent;
 - (c) if he has been convicted by a Court of Law of an offence involving moral turpitude and sentenced in respect thereof to imprisonment for not less than six months.
- (2) If any question arises as to whether a person is or had been subjected to any of the disqualifications mentioned in sub-section (1), the question shall be referred for the decision of the Chancellor and his decision shall be final, and no suit or other proceeding shall lie in any court of law against such decision.

- Validation of Proceedings** 34. (1) No Act or proceeding of any authority or body of the University shall be invalid merely by reason of any vacancy or defect in the constitution thereof.
- (2) Any vacancy which may occur in the membership of the authorities or bodies of the University due to death, resignation or removal of a member or due to change of capacity in which he was appointed or nominated, shall be filled up as early as possible by the person or the body who had appointed or nominated such a member:
- Provided that the person appointed or nominated as the member of an authority or body of the University on an emergent vacancy, shall remain a member of such authority or body only for the un expired tenure of the member, in whose place he is appointed or nominated.

- Honorary Degrees** 35. Any proposal for the conferment of honorary degrees shall be made by the Academic Council to the Governing Body, and the proposal if accepted by the Governing Body shall require the confirmation from the Chancellor.

- Withdrawal of Degrees, etc.** 36. The Academic Council may, by a special resolution passed by a majority of not less than two-thirds of the members present and voting, withdraw any degree or academic distinction conferred on, or any certificate or diploma granted to, any person by the University for good and sufficient cause:

Provided that; no such resolution shall be passed until a notice in writing has been given to that person calling upon him to show cause within such time as may be specified in the notice why such

resolution should not be passed and until his objections, if any and any evidence he may produce in support of them, have been considered by the Academic Council.

37. (1) Convocations of the University for conferring of degree or for other purposes shall be held in such manner as may be prescribed by the regulations. **Convocation**
- (a) The Convocation of the University shall be held in every academic year in the manner as may be specified by the Statute for conferring degrees, diplomas or for any other purpose;
- (b) The academic council will frame regulation relating to the format of the degrees, documents, certificates & citation, the text, issuance of these documents in absentia, duplicate degree and procedure for holding convocation;
- (c) A special convocation may also be held with the approval of the Chancellor to award honorary degree, academic distinction to a distinguish person.
38. All officers, teachers and employees of the University shall be appointed as per regulations of the University, issued from time to time, and the appointments shall as far as possible be made on a regular basis against substantive posts. However, the Governing Body may, on an urgent basis, authorize the Vice Chancellor to make appointments of the officers, teachers and other employees on short term contract basis, when deemed necessary and urgent. **Appointment and Service Conditions of Officers, Teachers and Employees of the University**
- (1) All the Teachers/Academic Staffs and officials of the University shall be governed by the terms & conditions of service as prescribed by the University.
- (2) The Board of Management will formulate policies, terms & conditions of appointment of Teachers in accordance with University Grant Commission/State Government Regulations from time to time with the approval of the Chancellor.
- (3) All appointments will be made as per terms & conditions, approved for the respective positions & promotions of the employees under various schemes will be made from time to time in accordance with the eligibility conditions under relevant schemes of the University Grant Commission/State Government.
- (4) A standing committee may be constituted by the Governing Body comprising members of Governing Body, Vice Chancellor and Registrar as considered appropriate to regulate and review these policies and terms & conditions from time to time.

39. Where there is an allegation of miss conduct against any employee, the Vice Chancellor as the case may be, shall constitute a Fact Finding Committee and, if necessary based on the finding of the committee, may appoint a Regular Enquiry Committee. Based on the Fact Finding Committee/Enquiry Committee report, the Vice Chancellor may decide the course of action depending on the severity/gravity of the miss conduct. The action taken will be reported to the Board of Management. For termination of services/dismissal, prior approval of the Board of Management or the committee constituted by it will be necessary.

**Disciplinary
Action against
Employees**

An appeal against any action taken by the Vice Chancellor can be made to the Chancellor within thirty days from the date of receiving the communication of the action taken.

**Fellowships,
Scholarships,
Medals and
Prizes**

40. (1) The Academic Council may recommend to the Chairperson to institute the award of Fellowships and Scholarships carrying such remuneration as may be fixed on the approval of Chancellor.
- (2) Fellowships shall be tenable for one academic year in the first instance, but may, in special cases be extended for a further period. The extension of fellowship shall be as per the criteria laid down by the University.
- (3) The medals/certificates/cash prizes for academic excellence of a student in the class or a program and for a teacher/employee of the University may be instituted by the Board of Management on the recommendations of the Academic Council.
- (4) Any private person, Trust or agency can propose to institute a medal/cash prize for a particular program/course. The proposal shall be considered by Board of Studies/Faculty and finally by Academic Council which can accept or reject the proposal. This recommendation of the Academic Council has to be approved by the Board of Management.
- (5) Medal and Prizes to students/teachers/employees for their outstanding performance in sports, cultural activities, debates, seminars, etc. may be instituted by the Board of Management on the recommendations of the Academic Council.

**Other
Authorities of the
University**

41. Such other Authorities as may be decided by the Governing Body shall be established for the purpose of attainment of the objects of the University. The Composition, Powers & Duties of such Authorities shall be specified in the Regulations.

**University
teachers**

42. (1) Teachers of the University shall be of two classes, namely: -
- (i) Appointed teachers of the University;

-
- (ii) Recognised teachers of the University.
- (2) Appointed teachers of the University shall be either –
- (a) employees of the University paid by the University and appointed by the Governing Body as Professors, Associate Professor/Readers or Assistant Professor/Lecturers or otherwise as teachers of the University; or
- (b) persons appointed by the Governing Body as Honorary Professors, Emeritus Professors/Professor of eminence, Associate Professors or Assistant Professors or otherwise as teachers of the University.
- (3) Recognised teachers of the University shall be the members of the staff of a recognised institution other than an institution maintained by the University:
- Provided that no such member of the staff shall be deemed to be a recognised teacher unless he is recognised by the Governing Body as a Professor, Associate Professor or in any other capacity as a teacher of the University.
- (4) The qualifications of recognised teachers of the University shall be such as may be prescribed by the Ordinances.
- (5) All applications for the recognition of teachers of the University shall be made in such manner as may be laid down by the Regulations made by the Governing Body in that behalf.
- (6) The period of recognition of a teacher of the University as Professor or Associate Professor shall be determined by Ordinances made in that behalf. A person in the service of a recognized institution other than an institution maintained by the University, recognized as a teacher of the University otherwise than as a Professor or Associate Professor shall continue to be recognized so long as he is in the service of the institution.
- (7) The Academic Council may, by a special resolution passed by a majority of not less than two-thirds of the members present and voting, withdraw recognition from a teacher:
- Provided that no such resolution shall be passed until a notice in writing has been given to that person calling upon him to show cause within such time as may be specified in the notice why such resolution should not be passed and until his objections, if any, and any evidence he may produce in support of them, have been considered by the Academic Council.
- (8) A person aggrieved by an order of withdrawal under clause (7) may, within three months from the communication to him of such order, appeal to the Chancellor who may pass

such orders thereon as it thinks fit.

- (9) No person shall be appointed or recognized as a teacher of the University except on the recommendations of a Selection Committee constituted for the purpose or except when appointed by the Governing Body.

Selection Committees

43. (1) There shall be Selection Committees for making recommendations to the Governing Body for appointment to the posts of Professor, Associate Professor, Assistant Professor, Controller of Examinations and Librarian.

- (2) Composition of the Selection Committees:

A. For the post of Professor, Stage-5 (Direct Recruitment as well as CAS)

The composition of the Selection Committee shall be as under:

- i. The Vice Chancellor / Acting Vice Chancellor, who shall be the Chairperson of the Selection Committee;
- ii. An academician to be nominated by the Chancellor;
- iii. Dean of the School;
- iv. Head / Chairperson of the Department / School;
- v. Three experts in the concerned subject nominated by the Vice Chancellor out of the panel of names approved by the Chancellor of the University;
- vi. An academician representing the SC / ST / OBC / Minority / Women, Differently Abled if any of the candidates belongs to these categories to be nominated by the Vice Chancellor in case none of the above members of the Selection Committee belongs to that category;
Only for Direct recruitment – as per UGC regulations;
- vii. Registrar as a Member Secretary;
- viii. At least four members including two outside experts shall constitute the quorum.

B. For the post of Professor, Stage-6 CAS

The Screening cum Evaluation Committee shall consist of;

- i. The Vice Chancellor / Acting Vice Chancellor, who shall be the Chairperson of the Selection Committee;
- ii. The Dean of School;
- iii. Head/Chairperson of the Department/School/Centre;
- iv. Three experts in the concerned subject nominated by the Vice Chancellor out of the panel of names approved by the Chancellor of the University

concerned;

- v. Registrar as a Member Secretary;
- vi. At least four members including two outside experts shall constitute the quorum.

C. For the post of Associate Professor, Stage-4 (Direct Recruitment as well as CAS)

The composition of the Selection Committee shall be as under:

- i. The Vice Chancellor / Acting Vice Chancellor, who shall be the Chairperson of the Selection Committee;
- ii. An academician to be nominated by the Chancellor;
- iii. Dean;
- iv. Head / Chairperson of the Department / School;
- v. Three experts in the concerned subject nominated by the Vice Chancellor out of the panel of names approved by the Chancellor of the University;
- vi. An Academician representing the SC / ST / OBC / Minority / Women / Differently Abled if any of the candidates belongs to these categories to be nominated by the Vice Chancellor in case none of the above members of the Selection Committee belongs to that category;
Only for Direct recruitment - as per UGC regulations;
- vii. At least four members including two outside experts shall constitute the quorum.

D. For the post of Assistant Professor (Stage I) Direct Recruitment

The composition of the Selection Committee shall be as under:

- i. The Vice Chancellor / Acting Vice Chancellor, who shall be the Chairperson of the Selection Committee;
- ii. An academician to be nominated by the Chancellor;
- iii. Dean of the concerned Faculty;
- iv. Head / Chairperson of the Department / School;
- v. Three experts in the concerned subject nominated by the Vice Chancellor out of the panel of names approved by the Chancellor of the University;
- vi. An Academician representing the SC / ST / OBC / Minority/ Women Differently Abled if any of the candidates belongs to these categories to be nominated by the Vice Chancellor in case none of the

above members of the Selection Committee belongs to that category;

- vii. At least four members including two outside experts shall constitute the quorum.

E. For the post of Assistant Professor, (Stage-2 and Stage-3)

The Screening cum Evaluation Committee shall be as under:

- i. The Vice Chancellor/Acting Vice Chancellor, who shall be the Chairperson of the Selection Committee;
- ii. The Dean;
- iii. The Chairperson/Head of the Department of the concerned Centre/department/school;
- iv. One subject expert in the concerned subject nominated by the Vice Chancellor from the University panel of experts;
- v. An Academician representing the SC / ST / OBC / Minority/Women/Differently Abled categories to be nominated by the Vice Chancellor or Acting Vice Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the Selection Committee do not belong to that category;

Only for Direct recruitment – as per UGC regulations.

F. For the post of Registrar, Chief Finance & Accounts Officer and Controller of Examinations

The composition of the Selection Committee shall be as under:

- i. The Vice Chancellor / Acting Vice Chancellor, who shall be the Chairperson of the Selection Committee;
- ii. A person nominated by the Chancellor;
- iii. Three members of the Sponsoring Body nominated by the Chairperson.

G. For the post of Librarian

The composition of the Selection Committee shall be as under:

- i. The Vice Chancellor, who shall be the Chairperson of the Selection Committee;
- ii. A person nominated by the Chancellor;
- iii. Three persons not connected with the University, who have special knowledge of the subject of Library Science to be nominated by the Governing Body.

- (3) The procedure to be followed by a Selection Committee in

- making recommendations shall be laid down in the Ordinances.
- (4) If the Governing Body is unable to accept any recommendation made by the Selection Committee, it may remit the same to the Selection Committee for reconsideration and if the difference is not resolved, the Governing Body shall record its reasons and submit the case to the Chancellor for orders.
- (5) The constitution of the Selection Committee for the purpose of recognising teachers shall be provided for by the Ordinances.
44. Notwithstanding anything contained in Statute (31), the Governing Body may invite a person of high academic distinction and professional attainment to accept a post of Professor or Associate Professor or Senior Fellow in the University, as the case may be, on such terms and conditions as it deems fit, and on the person agreeing to do so, appoint him to the post. **Special mode of appointment**
- (1) The Vice Chancellor may invite a person of High Academic Distinction and Professional attainment to accept the post of professor or associate professor or any other academic post in the University as per the University Grant Commission, on such terms & conditions as the Vice Chancellor deems fit and on the agreeing to do so, appoint him/her to the post for one year.
- (2) The Vice Chancellor may on the recommendation of concern Director/Head of the department and the concern Dean appoint a visiting faculty for a period of one year.
- (3) The Vice Chancellor may appoint a teacher or any other academic staff working in any other university or organization to undertake a joint project.
- (4) The appointment shall be subject to the approval of the Chancellor.
45. (1) Every teacher and salaried officer and such other employees as are mentioned in the Statute shall be appointed under a written contract, which shall be lodged with the University and a copy thereof shall be furnished to the officer or teacher or employee concerned. **Conditions of service of officers, etc.**
- (2) Any dispute arising out of a contract between the University and those mentioned in clause (1) shall, at the request of the teacher or officer or employee concerned, or at the instance of the University, be referred to a Tribunal of Arbitration consisting of one member appointed by the Governing Body, one member nominated by the officer or teacher concerned and an umpire appointed by the Chancellor, and

the decision of the Tribunal shall be final.

46. (1) Where there is an allegation of misconduct against a teacher, the Vice Chancellor may, if he thinks fit, by order in writing, place the teacher under suspension and shall forthwith report to the Governing Body the circumstances in which the order was made: **Removal of Teacher**

Provided that the Governing Body may, if it is of the opinion, that the circumstances of the case do not warrant the suspension of the teacher revoke that order.

- (2) Notwithstanding anything contained in the terms of his contract of service or of his appointment, the Governing Body shall be entitled to remove a teacher on the ground of misconduct.
- (3) Save as aforesaid, the Governing Body shall not be entitled to remove a teacher except for good cause and after giving three months' notice in writing or payment of three months' salary in lieu of notice.
- (4) No teacher shall be removed under Clause (2) or under Clause (3) until he has been given a reasonable opportunity of showing cause against the action proposed to be taken in regard to him.
- (5) The removal of a teacher shall take effect from the date on which the order of removal is made:
Provided that where a teacher is under suspension at the time of his removal, the removal shall take effect on the date on which he was placed under suspension.
- (6) Notwithstanding anything contained in this Statute, the teacher shall be entitled to resign by giving three months notice in writing to the Governing Body.

Removal of Employees other than Teachers

47. (1) Notwithstanding anything contained in the terms of his contract of service or of his appointment, an employee of the University, other than a teacher, may be removed by the authority which is competent to appoint the employee –
- (a) if he is of unsound mind or is a deaf-mute or suffers from contagious leprosy;
 - (b) if he is an undischarged insolvent;
 - (c) if he has been convicted by a court of law of any offence involving moral turpitude and sentenced in respect thereof to imprisonment for not less than six months;
 - (d) if he is otherwise guilty of misconduct.
- (2) No such employee shall be removed under clause (1) until he has been given a reasonable opportunity of showing cause

- against the action proposed to be taken in regard to him.
- (3) Where the removal of such employee is for a reason other than that specified in sub-clause (c) or sub-clause (d) of clause (1), he shall be given three months notice in writing or paid three months salary in lieu of notice.
 - (4) Notwithstanding anything contained in these Statute, an employee of the University, not being a teacher shall be entitled to resign –
 - (i) in the case of a permanent employee, only after giving three months notice in writing to the appointing authority or paying to the University three months salary in lieu thereof;
 - (ii) in any other case, only after giving one month's notice in writing to the appointing authority or paying to the University one month's salary in lieu thereof.
48. (1) All powers relating to discipline and disciplinary action in relation to students shall vest in the Vice Chancellor. **Maintenance of discipline among students of the University**
- (2) The Vice Chancellor may delegate all or such of his powers as he deems proper to the Proctor and to such other persons as he may specify in this behalf.
 - (3) Without prejudice to the generality of his powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem to him appropriate, the Vice Chancellor may, in the exercise of his powers aforesaid, order or direct that any student or student be expelled from any college or institution maintained by the University, Department, Special Centre or Specialised Laboratory, or be, for a stated period rusticated or be not, for a stated period, admitted to a course or courses of study, in any such college or institution, Department, Special Centre, or Specialised Laboratory, or be fined in a sum of rupees that may be specified, or be debarred from taking an examination or examinations for one or more years or that the results of student or student concerned in the examination or examinations in which he has or they have appeared be cancelled.
 - (4) The Principals or, as the case may be, the Heads of the Colleges, Institutions, Departments, Special Centres or Specialised Laboratories shall have the authority to exercise all such disciplinary powers over the students in their respective Colleges, Institutions, Departments, Special Centres or Specialised Laboratories as may be necessary for the proper conduct of such Colleges, Institutions, Departments, Special Centres or Specialised Laboratories.
 - (5) Without prejudice to the powers of the Vice Chancellor and

the Dean Student's Welfare/Proctor as aforesaid, detailed rules of discipline and proper conduct shall be framed. The Principals or, as the case may be, the Heads of the Colleges, Institutions, Departments, Special Centres or Specialised Laboratories may frame such supplementary rules as they deem necessary for the aforesaid purposes. Every student shall provide himself with a copy of these rules.

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| Membership of Students Organisation | 49. | The membership of any Student Organization shall be voluntary. |
| Alumni Association | 50. | <p>(1) There shall be an Alumni Association established for the Sarala Birla University.</p> <p>(2) The subscription for membership of the Alumni Association shall be prescribed by the Ordinances.</p> <p>(3) No member of the Association shall be entitled to vote or stand for election unless he has been a member of the Association for at least one year prior to the date of the election and is a graduate of the University of at least five years standing:</p> <p>Provided that the condition relating to the completion of one year's membership shall not apply in the case of the first election after the commencement of the Act.</p> |
| Regulations | 51. | <p>(1) The authorities of the University may make Regulations consistent with this Act, these Statute and the Ordinances:</p> <p>(a) laying down the procedure to be observed at their meetings and the number of members required to form a quorum;</p> <p>(b) providing for all matters which by this Act, these Statute or the Ordinances are to be prescribed by Regulations;</p> <p>(c) providing for all other matters solely concerning such authorities or committees appointed by them and not provided for by this Act, these Statute or the Ordinances.</p> <p>(2) Every authority of the University shall make Regulations providing for the giving of notice to the member of such authority of the dates of meetings and of the business to be considered at meetings and for the keeping of a record of the proceedings of meetings.</p> <p>(3) The Governing Body may direct the amendment in such manner as it may specify, of any Regulation made under this Statute or the annulment of any such Regulation.</p> |
| Degrees, Diplomas | 52. | (1) The University shall confer the following Degrees, namely: |

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- (i) Doctor of Literature, Science and Laws;
- (ii) Doctor of Philosophy;
- (iii) Doctor of Medicine and Master of Surgery;
- (iv) Master of Philosophy;
- (v) Master of Arts, Science, Commerce, Laws Engineering & Technology, Agricultural Sciences, & Forestry, Pharmacy, Architecture & planning, Vocational & Skill Development, Medical Sciences & Research, Art & Culture, Foreign Languages, International Relations, Language, Fashion Technology, Film & Media Sciences;
- (vi) Bachelor with Honours of Arts, Science, Commerce;
- (vii) Bachelor of Medicine and Surgery, Engineering Technology, Laws, Agricultural Sciences & Forestry, Pharmacy, Architecture & planning, Vocational & Skill Development, Medical Sciences & Research, Art & Culture, Foreign Languages, International Relations, Language, Fashion Technology, Film & Media Sciences;
- (viii) Such other Bachelors or Masters Degrees as may be prescribed by the Ordinances.
- (2) The University shall award Diplomas and Certificates in such subjects as may be specified in the Ordinances.
53. (1) New School(s), Department(s), Institute(s) shall be established by the Governing Body on the recommendations of the Academic Council and also in compliance with the Statutory regulations shall be framed and approval by the Chancellor on the recommendations of the Academic Council. **Establishment of New Institution (s), Off-campus (s) and Creation of New Department(s) & Abolition or Restructuring of existing Department(s)**
- (2) The University shall not admit any college or institution of the state to the privilege of affiliation.
- (3) The University may open any off-campus, offshore campus, and study centre, examination centre in or out of the state of Jharkhand only after the prior approval of University Grant Commission or such regulatory body established by the Government or state or central Government, as are in the opinion of the University, necessary for furtherance of its objects within or outside the State with prior approval of the Governing Body on the recommendations of the Academic Council and as per relevant laws.
- (4) The University can start, after obtaining the approval of the Chancellor and on the recommendations of the Academic Council, Undergraduate/Postgraduate/Post-Doctoral/other courses/programs along with the number of seats allocated

to these programs in all disciplines. Such decisions will be placed before the next meeting of the Governing Body. The University shall apply to the statutory council(s) for seeking prior approval for course(s) where such approval is mandatory before starting the course(s).

- (5) The University may establish, from time to time, specialized laboratories or other units for research and instructions with the approval of the Governing Body on the recommendations of the Academic Council.
- (6) The University may also launch the study program in distance/correspondence mode, only after the prior approval of University Grant Commission or such regulatory body established by the Government, as are in the opinion of the University, necessary for furtherance of its objects within or outside the State with prior approval of the Governing Body on the recommendations of the Academic Council and as per relevant laws.
- (7) The proposal for abolition or restructuring of existing department(s) is to be submitted by the Head of concerned department/institute to the Registrar of the University which shall be placed before the Academic Council for consideration. On the recommendation of the Academic Council, the Registrar shall place the proposal before the Governing Body for consideration and approval.
- (8) Dean of School desirous of launching a new academic program/Course, shall submit to the Registrar of the University, a proposal in a prescribed format sufficiently before the academic year in which the program is to be launched. The Registrar shall place the proposal before the Academic Council for consideration. On the recommendation of the Academic Council, the Registrar shall place the proposal, along with modifications or additions suggested by Academic Council, if any, before the Governing Body for consideration and approval. Thereafter the Registrar shall convey the decision to the constituent unit, which had initiated the proposal.

By Order of the Governing Body

of

The Sarala Birla University Ranchi, Jharkhand

Registrar