



INDIRA UNIVERSITY

UP YOUR GAME

FIRST STATUTES 2025

Established under:
Maharashtra Private University (Establishment and regulation)
(second Amendment), Act 2023, (Mah. Act No XV of 2025)



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SHORT TITLE, EXTENT AND COMMENCEMENT

1. These Statutes may be called "The First Statutes of Indira University" as approved by the Governing Body of the University as prescribed in the Section 36 of the Maharashtra Private Universities (Establishment and Regulation) Act, 2023 (Mah. Act No. VIII of 2024).

2. These Statutes, as approved by the Governing Body of the Indira University shall come into force from the date of their notification by the University.

CHAPTER – I – PRELIMINARY – DEFINITIONS

Definitions:

In this Act, unless the context otherwise requires,

- (a) "Academic Council" means the Academic Council of the university.
- (b) "Adjunct professor", "adjunct associate professor" or "adjunct assistant professor" means a person from industry, trade, agriculture, commerce, social, cultural, academic or any other allied fields who is so designated during the period of collaboration or association with the university.
- (c) "Authorities" means the authorities of the university as specified by or under this Act.
- (d) "Board of Management" means the Board of Management constituted under section 28 of this Act.
- (e) "Campus" means the area of university within which it is established.
- (f) "Centre of excellence" means the state-of-the-art training or research centre established in collaboration with industry or for the benefit of the industry and society, vide all types of relevant skills to students, in-service employees, working professionals and to undertake joint projects.
- (g) "Distance and online education" mean education imparted by combination of any two or more means of communication viz. broadcasting, telecasting, correspondence courses, seminars, contact programmes or any other such methodology.
- (h) "Employee" means any person appointed by the university and includes teachers, officers, and other staff of the university.
- (i) "Existing university" means the Indira University.
- (j) "Expert Committee" means a committee of eminent persons notified by the Government to promote, facilitate, and assist in the establishment of new private universities in the Maharashtra constituted under this Act.
- (k) "Faculty" means the faculty of the university.
- (l) "Fee" means monetary collection made by the university or its colleges, institutions, or study centers by the students by whatever name it may be called, which is not refundable.
- (m) "Government" or "State Government" means the Government of Maharashtra.

(n) "Governing Body" means the Governing Body constituted under section 27 of this Act.

(o) "Higher education" means the pursuit of knowledge beyond learning at the stage of higher secondary school education.

(p) "Hostel" means a place of residence for the students of the university, or its institutions and study centres, established or recognized to be as such by the university.

(q) "Notification" means a notification published in the Official Gazette.

(r) "Official Gazette" means Gazette of Maharashtra Private Universities (Establishment and Regulation) Act, 2023 (Mah. Act No. VIII of 2024), published by the Govt. of Maharashtra on dtd. 01st January 2025.

(s) "Prescribed" means prescribed by rules, Statutes, Ordinances or Regulations made by or under this Act.

(t) "President" means the President of the university who shall also be the Chancellor of the university.

(u) "Professor of Practice" - UGC has taken a new initiative to bring the industry and other professional expertise into the academic institutions through a new category of positions called "Professor of Practice". It's a non-tenured faculty category designed to integrate distinguished professionals into higher education institutions, particularly those with extensive industry or field experience rather than formal academic qualifications

(v) "Regulatory body" means a body established by the Central Government for laying down norms and conditions for ensuring academic standards of higher education, such as University Grants Commission, All India Council of Technical Education, National Council of Teacher Education, National Medical Commission, Pharmacy Council of India, National Council of Assessment and Accreditation, Indian Council of Agriculture Research, Distance Education Council, Council of Scientific and Indian Research, etc., and includes the Government.

(w) "Rules" means the rules prescribed by the State Government.

(x) "Schedule" means the Schedule appended to this Act.

(y) "Section" means a section of this Act.

(z) "Sponsoring body" in relation to a university established under this Act means,

(i) a society registered under the Societies Registration Act, 1860; or

(ii) public trust registered under the Maharashtra Public Trusts Act; or

(iii) any Educational Institution established under the banner of Indira University, or a company registered under the

(za) "State" means the State of Maharashtra.

(zb) "Statutes", "Ordinances" or "Regulations" means respectively, the Statutes, Ordinances or Regulations of the university prescribed under this Act.

(zc) "Student" means a person enrolled in the university for taking a course of study for a degree, diploma, or other academic distinctions instituted by the university, including research degree.

(zd) "Study centre" means a centre established and maintained or recognized by the university for the purpose of advising, counselling or for rendering any other assistance required by the students in the context of distance education.

(ze) "Teacher" means a professor, associate professor, assistant professor, adjunct professor, or any other person required to impart education or to guide research or to render guidance in any form to the students for pursuing a course of study of the university.

(zf) "University" means the self-financed private university.

CHAPTER – II - UNIVERSITY AND ITS OFFICERS

The following shall be the Officers of the university:

- 1. The President / Chancellor**
- 2. Vice-Chancellor**
- 3. Pro-Vice Chancellor**
- 4. Deans of the Faculties**
- 5. Registrar**
- 6. Controller of Examination**
- 7. Chief Finance and Accounts Officer**
- 8. Other Officers – Chief Librarian**

- 1. The President / Chancellor**

A) Appointment of the President/ Chancellor:

(1) The President shall be appointed by Shree Chanakya Education Society, sponsoring body, for a period of three years, with the approval of the Government in such manner, as may be prescribed by rules.

(2) The eligibility criteria for the post of President shall be such as may be prescribed by rules and Regulations.

(3) The President shall be the Head of the university.

B) The President shall have the following powers, namely:

- (1) To call for any information or record from any officer or authority of the university, relating to the affairs of the university;
- (2) To appoint the Vice – Chancellor and Pro-Vice Chancellor
- (3) To remove the Vice-Chancellor in accordance with the provisions of section 20
- (4) Such other powers as may be prescribed by the Statutes

C) Powers of the President

The President shall have following additional powers other than the powers as prescribed in the Act:

(1) The President shall have the right to conduct either, Suo motu or on representation received by him, an inspection and/or inquiry of a School, hostel, office, or any other establishment or part of the University and of the examination centres himself or by any person nominated by him. He shall also have power to order an inquiry to be made in respect of any matter connected with the administration and finances of the University.

(2) Where the President is of the opinion that any of the senior functional authorities of the University such as the Vice-Chancellor, Registrar, Controller of Examinations, Chief Finance and Accounts Officer, Dean(s), Director, or similar other officials, has wilfully omitted or refused to carry out the provisions of the Act, Statutes, Ordinances, Rules and Regulations or has committed breach of any of the terms and conditions of the service contract or any other conditions, or has abused the powers vested in him or if his continuance in the office is detrimental to the interests of the university, the President may remove such incumbent from office:

Provided that such an official shall be given a reasonable opportunity to show cause by the President before taking recourse for his removal:

Provided further that the President may, at any time before making such order, place such an official under suspension, pending inquiry.

(3) The President may, in the interests of the University, decide to create/modify/abolish such other positions, roles, responsibilities and designations, not provided for elsewhere in these statutes or the Act, as and when circumstances so warrant.

(4) Every proposal for the conferment of an Honorary Degree as recommended by the Committee appointed for the purpose by the Governing Body shall be subject to confirmation by the President.

D) Removal of President

The President may be removed from his office by the sponsoring body, if it is satisfied that the incumbent,-

- (a) is of unsound mind and stands so declared by a competent court; or

- (b) has been convicted by a court for any offence involving moral turpitude; or
- (c) become an undischarged insolvent and stands so declared by a competent court; or
- (d) become physically unfit and incapable of discharging the functions or duties of the office due to protracted illness or physical disability; or
- (e) wilfully omitted or refused to carry out the provisions of this Act or has committed breach of any of the terms and conditions of the service contract or any other conditions prescribed by the Statutes, or has abused the powers vested in him or if the continuance of the President in the office has become detrimental to the interests of the university.

Provided that, the President shall be given a reasonable opportunity to show-cause by the sponsoring body before taking recourse to action under clauses (d) and (e) for his removal from the said office.

E) The President may in writing under his signature, to the Sponsoring Body, resign from his office by giving a prior notice of three months.

2. Vice Chancellor

A) Appointment, Terms and Conditions of service of the Vice-Chancellor:

The Vice-Chancellor shall be appointed by the President, from a panel of three persons, fulfilling such eligibility criteria and on such terms and conditions as may be prescribed by Statutes, recommended by the Search cum- Selection Committee constituted as per the rules or Regulations framed by the University Grants Commission in this behalf. The eligibility criteria for the post of Vice-Chancellor shall be as may be prescribed by the rules and regulations issued by the University Grants Commission from time to time.

There shall be a three-member search cum selection committee constituted by the President for appointment of Vice-Chancellor. The committee shall consist of:

- a) Nominee of the President, who shall act as the Chairperson of this committee.
- b) Nominee of the UGC
- c) Nominee of the Board of Management.

The composition of the Search cum Selection Committee can be further modified as per UGC regulations from time to time or as per directions of the President.

The Search cum Selection Committee shall recommend a panel of three names in alphabetical order to the Governing Body in a sealed envelope for appointment to the post of Vice-Chancellor within such period as the President may stipulate while appointing the Search Committee.

The Vice-Chancellor shall, subject to the provisions contained in section 20, hold office for a term of three years:

Provided that, after expiry of the term of three years, the Vice-Chancellor shall be eligible for re-appointment for another term of three years:

Provided further that, the Vice-Chancellor shall continue to hold his office even after expiry of the said term till the new Vice-Chancellor joins his office; however, in any case, this period shall not exceed one year.

B) Powers and Duties of Vice-Chancellor

The Vice-Chancellor shall exercise such powers and perform such duties as may be prescribed by the Statutes or the Ordinances.

1. The Vice-Chancellor shall be the principal executive and academic officer of the university and shall have the powers of superintendence and control over the affairs of the university and shall execute the decisions of various authorities of the university.
2. The Vice-Chancellor shall observe and comply with the provisions of the Act, Rules, Statutes, Ordinances and Regulations made by the University, State Government, Regulating Bodies and UGC.
3. The Vice-Chancellor shall have the power to convene the meetings of any of the authorities, bodies and committees as and when he considers it necessary so to do.
4. The Vice-Chancellor shall have the power to constitute committees which he deems necessary for the performance of the duty assigned to him by or under the Act.
5. The Vice-Chancellor shall oversee and monitor officers and staff, the working, performance and administration of the departments, institutions of specialized studies, laboratories, library, museums, hostels, schools, etc. maintained by the University.
6. The Vice-Chancellor may call for reports from the schools, hostels, departments, etc. in respect of any of the activities, as he may deem it necessary for the proper functioning of the University.
7. The Vice-Chancellor shall also oversee the general welfare of the students at the University.
8. The Vice-Chancellor shall, with the approval of the Board of Management, enter, vary, carry out or cancel contracts on behalf of the University in exercise of the performance of the powers and duties assigned to him by or under the Act.
9. The Vice Chancellor shall have the power to call for any document and information from any of the schools or departments or study centres of the University in respect of any matter connected with teaching, examination, research, finance or any matter affecting the discipline or efficiency of teaching in the schools, as he thinks fit and necessary.
10. If, in the opinion of the Vice-Chancellor, it is necessary to take immediate action on any matter for which powers are conferred on any other authority by or under this Act, he may take such action as he deems necessary and shall at the earliest opportunity thereafter, report his action to such officer or authority who would have in the ordinary course dealt with the matter:

Provided that, if in the opinion of the concerned officer or authority such action should not have been taken by the Vice-Chancellor, then such case shall be referred to the President, whose decision thereon shall be final.

11. As the Chairperson of the authorities or bodies or committees of the University, the Vice-Chancellor shall have the power to suspend a member from the meeting of the authority, body or committee for persisting to obstruct or stall the proceedings or for indulging in behavior unbecoming of a member, and shall report the matter accordingly, to the President.

12. The Vice-Chancellor shall place before the Governing Body a report of the work of the university periodically.

13. The Vice-Chancellor shall be appointing and disciplinary authority for teachers and Group A officers of the University.

14. If, in the opinion of the Vice-Chancellor, any decision of any authority of the university is outside the powers conferred by this Act or Statutes, Ordinances, Regulations or rules made thereunder or is likely to be prejudicial to the interests of the university, he shall request the concerned authority to revise its decision within fifteen days from the date of decision and in case the authority refuses to revise such decision wholly or partly or fails to take any decision within fifteen days, then such matter shall be referred to the President and his decision thereon shall be final.

15. The Vice-Chancellor shall preside over at the convocation of the university in absence of the President.

C) Removal of Vice - Chancellor.

The Vice-Chancellor may be removed from his office by the President if, he is satisfied that the incumbent,

- (a) is of unsound mind and stands so declared by a competent court; or
- (b) been convicted by a court for any offence involving moral turpitude; or
- (c) becomes an undischarged insolvent and stands so declared by a competent court; or
- (d) become physically unfit and incapable of discharging the functions or duties of the office due to protracted illness or physical disability; or
- (e) wilfully omitted or refused to carry out the provisions of this Act. or has committed breach of any of the terms and conditions of the service contract or any other conditions laid down by the Statutes or has abused the powers vested in him or the continuance of the Vice - Chancellor in the office has become detrimental to the interests of the university:

Provided that, the Vice-Chancellor shall be given a reasonable opportunity to show-cause by the President before taking recourse to clause (d) or (e) for his removal.

D) The Vice-Chancellor may by writing to the President, resign from his office by giving a prior notice of three months. However, the President may relax the notice period.

E) If the vacancy occurs in the office of the Vice-Chancellor because of leave, illness, suspension, resignation, termination or otherwise. the President may appoint a suitable person to act as the Vice-Chancellor for a period not exceeding six months, in aggregate.

F) The emoluments and other terms and conditions of service of Vice-Chancellor shall be as prescribed by the rules and regulations issued by the University Grants Commission from time to time.

3. Pro – Vice Chancellor

The President / Chancellor (or Visitor, depending on University Act) appoints the Pro Vice-Chancellor. Appointment is usually on the recommendation of the Vice-Chancellor and with approval of the Board of Management / Governing Body.

Eligibility: must be a distinguished academician with at least 10–15 years of teaching/research experience as Professor or equivalent. Proven administrative experience in academic institutions is usually required.

Duties & Responsibilities

- a) Assist the Vice-Chancellor in academic, administrative, and financial functions.
- b) Act as Officiating Vice-Chancellor during leave, absence, or vacancy in the office of VC.
- c) Oversee implementation of academic programmes, quality assurance, and student services.
- d) Perform any functions delegated by the VC or President as prescribed in the Statutes.

4. Deans of Faculty

A) Appointment, Terms and Conditions of service of the Dean:

1. The Deans of Faculties shall be appointed by the President in such manner and on such terms and conditions of service as may be prescribed by the Statutes. The Dean of the faculty shall be appointed by the President from amongst the Professors of the University.
2. The Deans of Faculties shall assist the Vice-Chancellor in managing the academic and other affairs of the university and shall exercise such powers and perform such functions as may be prescribed by the Regulations or be entrusted by the President and the Vice-Chancellor. The Dean of the faculty shall be appointed for a period of three years and shall be eligible for reappointment. The Deans shall work under the control, direction and superintendence of the Vice-Chancellor.
3. The Dean shall be the Academic Officer of the School/faculty and shall supervise and control over the academic affairs of the faculty.

B) Powers and Duties of the Deans of Faculties

The Dean shall preside over the meetings of the faculty and shall ensure that the various decisions taken at these meetings are implemented and submit its report to the Vice-Chancellor.

He / She shall be responsible for the academic development and application of quality benchmarks for the various academic programs, maintenance of standards of teaching and research and training of teachers within his faculty.

Powers and functions of the Dean shall be as under:

1. To facilitate the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
2. To arrange for feedback responses from the students, the teachers, the non-teaching staff, the parents and the other stakeholders on institutional quality-related processes.
3. To arrange for document of the various programs/activities of higher education, leading to quality improvement.
4. To arrange and ensure appropriate documentation of the various ongoing/proposed programmes/activities for regulatory inspections/accreditations.
5. To coordinate the quality-related activities, including adoption and dissemination of good practices, development and maintenance of institutional database through management information system for the purpose of maintaining/enhancing the quality.
6. To develop quality culture in the University.
7. To plan and implement academic programmes such as orientation courses, seminars, in service and other training programmes organized by university for academic competence of the faculty members.
8. To make proposals to the Board of Management for the institution of fellowships, travelling fellowships, scholarships, studentships, medals and prizes and making regulations for their award.
9. To control, regulate and coordinate research activities to maintain standards of teaching and research in the University Departments.
10. To make recommendations to the Academic Council regarding the norms of recognition of post-graduate teachers and research guides/supervisors in post-graduate departments in the University.
11. To recommend to the Academic Council the course structure for undergraduate, post-graduate, M. Phil., pre-Ph.D., and Ph. D. courses.
12. To exercise such other powers and perform such other duties as directed by the Vice-Chancellor.
13. To co-ordinate and supervise the procedure of admission of students in the University.

14. To decide for classes including evening classes, diploma courses, etc.
15. To get the academic calendars prepared.
16. To prepare proposals of fellowship and other distinctions.
17. To co-ordinate with other Deans in respect of matters of inter-faculty.
18. To consider and decide upon the grievance of students regarding enrolment, eligibility and migration.

5. Registrar

A) Appointment, Terms and Conditions of service of the Registrar:

1. The Registrar shall be appointed by the President in such manner and on such terms and conditions of service as may be prescribed by the Statutes.
2. The Registrar shall be a whole-time salaried employee of the University and shall be appointed by the President on the recommendation of a Selection Committee, for a tenure of three years, which may be renewed for the similar term by the President.
3. The qualifications and experience for appointment of the Registrar shall be as prescribed by the rules and regulations issued by the University Grants Commission from time to time.
4. The emoluments and other terms and conditions of service of Registrar shall be as prescribed by the rules and regulations issued by the University Grants Commission from time to time.

B) Powers and Duties of Registrar

1. The Registrar shall be the Chief Administrative Officer of the university. Subject to the decisions of the authorities of the university, he shall have the power to enter into an agreement, contract; sign documents and authenticate records on behalf of the university. He shall exercise such powers and perform such duties as may be prescribed by the Statutes. He / She shall place before these authorities all such information as may be necessary for the transaction of the business.
2. The Registrar shall be the Member-Secretary of the Governing Body, Board of Management and Academic Council, but shall not have the right to vote.
3. The Registrar shall be the custodian of the records, the common seal and such other property of the university as the Governing Body / Board of Management may commit to his charge.
4. The Registrar shall exercise such other powers and perform such other duties as may be assigned to him by the President / Vice-Chancellor, from time to time.
5. To issue all notices convening meetings of the Governing Body, Board of Management, Academic Council or any other committee appointed by the authority of the University or the President / Vice-Chancellor.
6. To prepare the agenda of the meetings of the authorities of the University and circulate the same to the members concerned.

7. The registrar shall represent the University and make the necessary correspondence for and on behalf of the University with various government, semi government local authorities.

8. To perform such other duties as may be directed by the President and the Vice-Chancellor.

C) When the office of the Registrar is vacant or when the Registrar is, by reason of illness, absence or otherwise, unable to perform the duties of his office, the Vice-Chancellor may appoint a qualified and suitable person to officiate as the Registrar until the Registrar resumes duties.

D) The Registrar may by writing under his signature addressed to the President, resign from his office by giving notice of one month, on either side

6. Controller of Examinations

A) Appointment, Terms and Conditions of service of the Controller of Examinations:

1. The Controller of Examinations shall be appointed by the President in such manner and on such terms and conditions of service as may be prescribed by the Statutes. The Controller of Examinations shall be the principal officer-in-charge of the conduct of examinations and tests of the university and declarations of their results. He shall discharge his functions under the superintendence, directions and guidance of the

2. The Controller of Examinations shall be a full-time salaried officer of the university and shall work directly under the direction and control of the Vice-Chancellor of the university. His appointment shall be for a term of three years and he shall be eligible for re-appointment for a term not exceeding three years. The qualification and experience for the purpose of selection of the Controller of Examinations, shall be such as may be prescribed by the Statutes.

The Controller of Examinations shall be responsible for-

(a) preparing and announcing in advance the calendar of examinations;

(b) arrangement for printing of question papers;

(c) arrangement for the timely publication of result of examinations and other tests;

(d) taking disciplinary action where necessary against the candidates, paper-setters, examiners, moderators, or any other persons connected with examinations and found guilty of malpractices in relations to the examinations;

3. The qualifications and experience for appointment of the Controller of Examinations shall be as prescribed by the rules and regulations issued by the University Grants Commission from time to time.

4. The emoluments and other terms and conditions of service of the Controller of Examinations shall be as prescribed by the rules and regulations issued by the University Grants Commission from time to time.

5. When the office of the Controller of Examination is vacant or when the Controller of Examination is, by reason of illness, absence or otherwise, unable to perform the duties of his office, the Vice-Chancellor may appoint a qualified and suitable person to officiate as the Controller of Examinations.

B) Powers and Duties of Controller of Examinations

1. The Controller of Examinations shall be the principal Officer in-charge to conduct examinations and declaration of their results and making it available on internet and intranet for the students. He shall discharge his functions under the supervision, direction and control of the Vice-Chancellor.

2. The Controller of Examinations shall be the Member Secretary of the Board of Examination and may be invited to a meeting of the Board of Management or Governing Body, as and when required. But he shall have no right to vote.

3. The Controller of Examinations shall be responsible for making all the arrangements necessary for holding and conducting examinations and tests properly and timely declaration of their results.

4. Subject to the prior approval of the Vice-Chancellor, the Controller of Examinations shall perform the following duties and responsibilities, namely:

a) To prepare and announce in advance the calendar of examinations which shall be placed before the Board of Examinations.

b) To appoint Examiners and Moderators from the list approved by the Board of Examinations.

c) To arrange for question papers and blank answer books and their safe custody.

d) To arrange to get performance of the candidates at the examinations properly assessed and to process results.

e) To postpone or cancel examinations in part or in whole, in the event of malpractices or if the circumstances so warrant and take disciplinary action or initiate any civil or criminal proceedings, against any person or group of persons alleged to have committed malpractices.

f) To implement the recommendations of the Board of Examinations pertaining to conducting and supervising the online examinations pattern for the courses wherever feasible.

g) To take disciplinary action where necessary against the candidates, paper-setters, examiners, moderators, or any other persons connected with examinations and found guilty of malpractices in relation to the examinations.

h) Reviewing, from time to time, the results of university examinations and forward reports thereon to the Academic Council.

i) To make appraisal from time to time of the conduct of the University Examinations, wherever required to ensure efficiency and confidentiality.

j) To submit report regarding conduct of examinations to the Board of Examination and Academic Council.

k) The Controller of Examinations shall advise the Vice-Chancellor in all matters related to the Examinations and shall exercise such other powers and perform such other duties as may be assigned to him, from time to time, by the Board of Examinations and the Vice-Chancellor.

l) The Controller of Examinations shall exercise such other powers and perform such other duties as may be prescribed by the statutes or assigned to him.

C) The Controller of Examinations may by writing under his signature addressed to the President, resign from his office by giving a notice of one month on either side.

7. Chief Finance and Accounts Officer

A) Appointment of Chief Finance and Accounts Officer:

1. The Chief Finance and Accounts Officer shall be the principal finance, accounts and audit officer of the university.

2. The Chief Finance and Accounts Officer shall be appointed by the President in such manner and on such terms and conditions of service as may be prescribed by the statutes. The Chief Finance and Accounts officer shall exercise such powers and perform such duties, as may be prescribed by the Statutes.

3. The Chief Finance and Accounts Officer shall be a full-time salaried officer of the University and shall be appointed by the President on the recommendation of Selection Committee for a tenure of three years, which may be renewed for similar term by the President.

4. The Chief Finance and Accounts Officer shall be an officer of the University responsible for handling finance, accounts and audit of the University.

5. The qualifications of Chief Finance and Accounts Officer shall be as under:

a) Postgraduate with minimum ten years' experience of working in any University or Institute or Organization to manage finance, accounts and audit.

b) Desirable CA with CISA qualified or equivalent attainments.

6. The emoluments and other terms and conditions of service of Chief Finance and Accounts Officer shall be as prescribed by the rules and regulations issued by the University Grants Commission from time to time.

B) Powers and Duties of Chief Finance and Accounts Officer

1. To exercise general supervision over the funds of the university and shall advise the President and the Vice-Chancellor as regards the finances of the university.

2. To hold and manage the funds, property and investments, including trust and endowment property, for furthering any of the objects of the university.

3. To ensure that the limits fixed by the university for recurring and non-recurring expenditure for a year are not exceeded, and that all allocations are expended for the purposes for which they are granted or allotted. keep watch on the state of the cash and bank balance and of investments.
4. To keep watch on the progress of collection of revenue and advise the Vice-Chancellor on the methods to be employed for collection.
5. To collect the income, disburse the payments and maintain the accounts of the University.
6. To arrange for the conduct of continuous internal audit of the accounts of the University and shall pre-audit such bills as may be required in accordance with any standing orders in that behalf.
7. To perform such other functions in respect of financial matters as may be assigned to him by the Governing Body or the Board of Management or the Vice-Chancellor.
8. To ensure that the registers of buildings, land, equipment and machinery are maintained up-to-date and that the stock taking of equipment's and other consumable materials in all offices, University Departments, workshops and stores of university is conducted regularly.
9. To probe into any unauthorized expenditure and other financial irregularities and suggest to the competent authority, disciplinary action against persons at fault.
10. To propose to the Vice-Chancellor that explanation be called for unauthorized expenditure or other financial irregularities from any university teacher.
11. To propose to the Registrar that explanation be called from any non-teaching staff for unauthorized expenditure or irregularities in any case and recommend disciplinary action against the persons at fault.
12. To call from any office, centre, laboratory, departments or schools of the university, for any information and returns that he thinks necessary for the proper discharge of his financial responsibilities.
13. To get the accounts of the University audited regularly.
14. To submit unaudited quarterly report to the President, Governing Body and Board of Management. The Chief Finance and Accounts Officer shall be responsible for presenting the annual budget, statement of accounts, balance sheet and audited statements to report to the Board of Management and the Governing Body.
15. To exercise such other powers, perform such other duties, and discharge such other financial functions as are assigned to him by the Vice-Chancellor. The Chief Finance and Accounts Officer shall work under the direction, supervision and control of the Vice-Chancellor.

C) When the office of the Chief Finance and Accounts Officer is vacant or when the Chief Finance and Accounts Officer is, by reason of illness, absence or otherwise, unable to perform the duties

of his office, the Vice-Chancellor may appoint a qualified and suitable person to officiate as the Chief Finance and Accounts Officer until the Chief Finance and Accounts Officer resumes duties.

D) The Chief Finance and Accounts Officer may by writing under his signature addressed to the President, resign from his office by giving a notice of one month on either side.

8. Other Officers

The University may appoint such other officers as may be necessary for its functioning as per section 25 of the Act.

The manner of appointment of other officers of the University, the terms and conditions of service of such officers and their powers and functions shall be such as may be prescribed by the statutes.

Chief Librarian

The qualifications, experience, emoluments and terms and conditions of service of the Chief Librarian shall be as per the University Grants Commission.

CHAPTER – III - AUTHORITIES OF THE UNIVERSITY

The following shall be the authorities of the university:

- 1. Governing Body**
- 2. Board of Management**
- 3. Academic Council**
- 4. Board of Examination**
- 5. Board of Studies**
- 6. Fees Fixation Committee**
- 7. Selection Committee**

1. Governing Body:

Governing body is the supreme policy making body consisting of various social groups. Broader function is to review the broad policies and programs run by the University and suggest measure for the improvement and development of the University. Advise the Chancellor of the University and to suggest measures for the improvement and development of the University. Exercise other powers and other functions to consider the Annual report of the University. Audited annual accounts of the University, ordinance, regulations made by the standing committee on Academic affairs and act as social forum and suggest amendment, modification if any.

There shall be a Governing Body as contemplated in Section 27 of the Act and shall exercise powers and functions incorporated therein.

Composition:

The Governing Body of the university shall consist of the following members, namely:

- (a) The President.
- (b) The Vice-Chancellor.
- (c) Five persons, nominated by the sponsoring body out of whom two shall be eminent educationists.
- (d) One expert from the field of management or information technology from outside the university, nominated by the President.
- (e) Two persons, nominated by the State Government.
- (f) Two representatives of the industries to be nominated by the President;
- (g) The Registrar of the university shall be the permanent invitee to the Governing Body but shall not have right to vote.

The Governing Body shall meet at least thrice in a calendar year.

The quorum for meetings of the Governing Body shall be five.

Powers and functions of the Governing Body:

- (1) The First Statutes and Ordinances of the university shall be made by the Governing Body and shall be submitted to the Government for its approval.
- (2) Subject to the provisions of this Act, and the rules made there under, the First Statutes of the university may provide for all or any of the following matters, namely:
 - a. The constitution, powers, and functions of the authorities and other bodies of the university may be constituted, from time to time.
 - b. The terms and conditions of appointment of the Vice-Chancellor and his powers and functions.
 - c. The manner of appointment and terms and conditions of service of the Deans of Faculties, Registrar and Chief Finance and Accounts Officer and Controller of Examiner and their powers and functions.

- d. The manner of appointment and terms and conditions of service of the employees and their powers and functions.
- e. The procedure for arbitration in case of disputes between employees, students, and the university.
- f. The conferment of honorary degrees for the nominations received from the various boards of authorities.
- g. The provisions regarding exemption of students from payment of tuition fee and for awarding scholarships and fellowships to them.
- h. Provisions regarding the policy of admissions and number of seats in different courses including regulation of reservation of seats; and
- i. Provisions regarding fees to be charged from the students.

(3) The Government shall consider the First Statutes submitted by the university and shall within four months from the date of its receipt give its approval thereon with such modifications, if any, as it may deem necessary.

(4) To approve the student total fees, budgets and annual reports of the University.

(5) To lay down the policies and procedures to be followed by the University.

(6) To grant and confer degrees, titles, diplomas, certificates, and other academic distinctions on persons who have pursued and passed an approved course of study of the University, subject to such conditions as the University may determine and to withdraw any such degrees, titles, diplomas, certificates and other academic distinction on good and sufficient cause.

(7) To hold and manage the endowments and arrange other properties and funds of the University and to raise loans required for the purposes of the University by seeking approval of the sponsoring bodies.

(8) To institute and maintain hostels and to recognize places of residence for the students/faculty of the University and to withdraw or to supervise and control places of residence for the students as well as faculties of the university and maintain the discipline.

(9) Regulate and enforce discipline amongst the employees of the University and to take such disciplinary measures as may be necessary.

(10) To provide for publication of research work and other works in both soft copy and hard copy.

(11) To organize and conduct refresher courses orientation courses workshops seminars and conferences and other programs for teachers' evaluators and other academic staff.

(12) To cooperate with institutions of higher learning in any part of the world having objects wholly or partly like those of the university, through faculty exchange program and scholars and generally in such manner as be conducive for the furtherance of the objects of the University.

(13) To regulate expenditure and to manage the funds of the University.

(14) Establishment of the required building and its hardware/software infrastructure and required resources for the functioning of the university.

(15) To establish and maintain within the premises of the University or elsewhere such classrooms, study halls, etc., as the University may consider necessary, and to adequately furnish the same.

(16) To receive grants, subscriptions, donations, and gifts for the purpose of the University consistent with the objects for which the University is established.

(17) The governing body may by a resolution, delegate to the Chancellor, Vice-chancellor or the condition that the action taken by the Chancellor or the vice-chancellor or the officer of the concerned in the exercise of the powers so delegated shall be reported at the next meeting of the governing body.

(18) To carry out such activities as may be necessary in furtherance of the objectives of the University.

(19) The Governing Body may by a resolution, delegate to the President, Vice-Chancellor or any other officer, such of its powers as it may deem fit, subject to the condition that the action taken by the President or the Vice-Chancellor or the officer concerned in the exercise of the powers so delegated shall be reported at the next meeting of the Governing Body.

(20) And generally, to do all acts, things and deeds that are necessary for policy making as well as for effective running and administration of the activities of the university pursuant to the policies framed by the general body.

(21) To constitute fee fixation committee to prepare fees structure and forward it to the Governing Body for its approval.

(22) To decide charges for issue of duplicate marksheet revaluation of answer papers issuance of degree certificates and for such evaluation of answer papers issuance of degree certificates and for such other matters as recommended by the board of examinations.

(23) The Governing Body shall have right to appoint all the statutory committees / mandatory committees as are required and composition of the same shall be decided in pursuance to the provisions provided in the relevant acts.

2. The Board of Management

Board of Management shall consist of the following members, namely:

(a) The Vice-Chancellor.

(b) Two members of the Governing Body, nominated by the sponsoring body.

(c) Two Deans of Faculties, by rotation, to be nominated by the Vice-Chancellor.

(d) Three persons, who are not the members of the Governing Body, nominated by the sponsoring body; and

(e) Three persons from amongst the teachers, nominated by the sponsoring body.

(f) The Vice-Chancellor shall be the Chairperson of the Board of Management.

(g) The Board of Management shall meet at least once in every two months.

(h) The quorum for meetings of the Board of Management shall be five.

Powers and the functions of Board of Management:

1. The powers and functions of the Board of Management shall be such as may be prescribed by the Statutes.

2. To accept financial accounts and audit report.

3. To present the budget estimate to the Governing body for its consideration and approval.

4. To prepare subsequent statutes and send for the approval of the Governing Body.

5. Subject to the provisions of this Act and the rules made thereunder, the subsequent Statutes of the university may provide for all or any of the following matters, namely:

a. Creation of new authorities of the University.

b. Accounting policy and financial procedure.

c. Representation of teachers in the authorities of the University Committees, First Statutes, Subsequent Statutes.

d. Creation of new departments and abolition or restructuring of existing department, schools, and faculties.

e. Institution of medals and prizes through the establishment of various academic chairs.

f. Creation of posts and procedure for abolition of posts.

g. Revision of fees.

h. Alteration of the number of seats in different syllabi; and

i. All other matters which under the provisions of this Act are to be prescribed by the Statutes.

j. To make provision for extracurricular, co-curricular activities for the students and employees.

k. Development of the teaching innovative methodologies as per the courses and its need.

6. To consider and approve the report of the selection committee and forward the same to the governing Body for approval.

7. To monitor, control and administer the general activities of the University.

8. To frame and recommend to the Governing body the fees structure for various courses and decide criterion for exemption in fee to needy and meritorious students as per the new reforms by the state govt. as well as central govt.

9. To create teaching and other academic posts including chairs on the advice of the academic council.

10. To appoint professors, Associate professors, Assistant professors academic and non-vocational staff on the recommendation of the selection committee.
11. To promote interdisciplinary research through joint appointments of teaching staff in various schools and departments.
12. To create administrative, ministerial, and other necessary posts and to define their duties and conditions of their service and to make appointments thereto in the manner prescribed by the ordinances.
13. To regulate and enforce discipline among the employees
14. To manage and regulate finances accounts investments; property business and all other administrative affairs of the university and for that purpose to appoint such agencies or persons as it may think fit.
15. To provide buildings premises furniture and apparatus and other means needed for carrying on the work of the university.
16. To enter carry out vary and cancel agreements and contracts on behalf of the University with the approval of the Governing Body.
17. To fix emoluments of examiners, papers setters, moderators and other staff related to conduct of examinations, assessments and declaration of results and their travelling and other allowances on recommendations of the board of examinations.
18. To select and recommend to the Governing Body a common seal for University and provide for use of such seal.
19. To institute and decide the policy for award of fellowship scholarship, studentship, medals and prizes on the advice of the Academic council.
20. To provide for appointments of visiting professors, Emeritus professors, consultants, Professor of Practice and scholars and determine the terms and conditions of such appointments on the advice of the Academic council.
21. To enter partnership with industry and non-government organisation for the advancement of knowledge and establish a corpus fund out of such partnership; and
22. To prepare its fees structure and forward it to the Governing body for its approval.
23. To exercise such other powers and duties which are not assigned to any other authorities of the University.
24. The Board of Management shall have a right to appoint all the statutory committees/mandatory committees as are required and the composition of the same shall be decided in pursuance to the provisions provided in the relevant acts.
25. To perform any other function that may be assigned by the Governing Body and Chancellor.

3. The Academic Council

- (1) The Academic Council shall consist of the Vice-Chancellor and such other members as may be prescribed by the Statutes.
- (2) The Vice-Chancellor shall be the *ex-officio* Chairperson of the Academic Council.
- (3) The Academic Council shall be the principal academic body of the university and shall, subject to the provisions of this Act and the rules, Statutes or Ordinances made thereunder, co-ordinate and exercise general supervision over the academic policies of the university.
- (4) The Academic Council shall meet minimum 2 times per year.
- (5) The quorum for meetings of the Academic Council shall be such as may be prescribed by the Statutes.

Powers and Functions of the Academic Council:

The Academic council shall exercise the following powers and functions namely:

1. To recommend board of management regarding the institutions of degrees diplomas certificates, and other academic distinctions.
2. To recommend board of management to make amend or repeal ordinance on issues related to the students and academic matters.
3. To make proposals for the establishment of schools, university departments of higher learning & research, specialized studies, library, laboratories and museums in the University.
4. To consider and make recommendations regarding new proposal for creation posts of professors, professor of chairs, associate professors, assistant professors, head of research and publications and non-vocational academic staff required by the University.
5. To promote research within the University, acquire reports on such research from time to time.
6. To make proposals to the Board of Management for the institution of fellowships, travelling fellowships, scholarships, medals and prizes and make regulations for their award.
7. To prescribe qualifications and norms for appointment of papers setter, examiners, moderators, and others, concerned with the conduct of examinations.
8. To appoint committees to review periodically the utility and practicability of the existing courses of study and the desirability or necessity of reviewing or modifying them in the light of new knowledge or changing societal requirements.
9. To make proposals for the conduct of interfaculty and area or regional studies, common facilities, such as instrumentation centres, workshops, hobby centres, museums, etc.
10. To prescribe norms for recognition of teacher of the University as M.Phil./Ph.D. Guide/Supervisor.

11. To exercise general supervision over the academic policies of the University and to give directions regarding methods of instruction, co-ordination of teaching among the schools, evaluation of research and improvement of academic standards.
12. To bring about and promote inter-School / inter faculty co-ordination and to establish or appoint such committees or boards as may deem necessary for the purpose.
13. To consider matters of general academic interest either on its own initiative, or on a reference by a School / Faculty or the Board of Management, and to take appropriate action thereon.
14. To recognize diploma and degrees of other Universities including foreign Universities and to determine equivalence of such diplomas and degrees in consonance of existing norms.
15. To assess the viability of collaboration of academic program with other universities including foreign university and make such recommendation of tie-up to the Governing Body.
16. To exercise such other powers and perform such other duties as may be conferred or imposed on it by or under the Act, the Statutes, Ordinances, and Regulations.

4. The Board of Examinations:

1. The Board of Examinations shall be the principal authority for conducting the examination and making policy decisions in regard to organizing and holding examinations, improving the system of examinations, appointing the paper-setters, examiners, moderators and also prepare the schedule of dates of holding examinations and declaration of results. The Board of Examinations shall also oversee and regulate the conduct of examinations in study centres, or any centre related to the university.
2. The Board of Examinations shall deal with all the matters in relation to examinations and shall hear and decide the complaints received pertaining to any matter related to conduct of examinations.
3. The Board of Examinations shall meet as and when required.
4. One-third members shall constitute the quorum.

The Board of Examinations shall consist of the following members, namely:

- (a) The Vice-Chancellor – Chairperson.
- (b) Professor of each subject – Members.
- (c) One evaluation expert – Co-opted Member.
- (d) The Controller of Examinations – Member-Secretary.

The powers and functions of the Board of Examinations shall be such as may be prescribed by the Statutes.

Powers and Functions of Board of Examinations

1. The Board of Examinations shall ensure proper organization of examinations and tests of the university, including moderation, tabulation and the declaration of results.
2. And without prejudice to the generality of duties the Board of Examinations shall exercise the following powers and perform the following duties, namely:
 - a) To appoint paper-setters, examiners and moderators from amongst the persons included in the panels prepared by the respective Board of Studies and, where necessary, having regard to the recommendations made by the committee under the Statute.
 - b) To remove or debar paper setters, examiners & moderators.
3. To undertake, exercise and experiment in examination reforms including distance and online examinations for the courses wherever feasible.
4. To exercise such other powers in relation to examinations as may be assigned to it by or under the Act.
5. In case of any emergency requiring immediate action to be taken, the Chairperson of the Board of Examinations or any other officer or person authorized by him in that behalf, shall take such action as he thinks fit and necessary, and shall report at the next meeting of the Board of Examinations the action taken by him.
6. The committees shall prepare lists of persons for various examinations and tests, from amongst persons, included in the panels to be prepared by the Board of Studies and shall submit them to the Board of Examinations, which shall then appoint paper-setters, examiners and moderators, and where necessary referees.
7. The Committee shall obtain three sets of question papers in sealed covers in the respective subject. The Chairperson of the committee shall draw at random one of such sealed covers containing question papers. This sealed cover with seals intact shall be used for the examination purpose. or
8. The Controller of Examinations shall arrange to prepare exhaustive questions bank for each course and auto-generate parallel and equivalent question papers by using artificial intelligent technology.
9. Assessment of answer books for all examinations shall be done centrally or the assessment of the answer books shall be done using on-screen technology.
10.
 - (i) In order to investigate and take disciplinary action for malpractices and lapses on the part of candidates, paper-setters, examiners, moderators, referees, teachers or any other persons connected with the conduct of examinations including the pre-examination stage and the post-examination stage or at any stage whatsoever Board of Examinations shall constitute a committee of not more than five persons of whom one shall be Chairperson.
 - (ii) Such a committee shall submit its report and recommendations to the Board of Examinations which shall take disciplinary action in the matter as it deems fit against the person or persons involved in the mal-practices, directly or indirectly.

11. The Board of Examinations shall prepare the financial estimates for incorporation in the budget of the University and shall submit the same to the Board of Management.

12. The Board of Examinations shall arrange for strict vigilance during the conduct of the examinations to avoid use of unfair means by the students, teachers, invigilators, supervisors, etc.

5. Board of Studies

1. There shall be a Board of Studies for every subject or group of subjects, as may be proposed by the Director of the School concerned and approved by the Board of Management.

2. The Board of Studies shall consist of:

- a) Director of School or Head of Department, as the case may be - Chairperson.
If the Board has been constituted for more than one subject, the Vice Chancellor shall nominate the Chairperson.
- b) Three teachers each from the category of Professors, Associate Professors and Assistant Professors of the subjects nominated by the Vice-Chancellor.
- c) One Expert each having experience in Industry, Academia and Research Organizations as nominated by the Vice-Chancellor.

3. The term of the nominated members shall be three years.

Powers and functions of Board of Studies

1. The Board of Studies shall have the following powers and duties, namely:

- a) To prepare syllabus for various courses of studies and design online courses of studies, wherever feasible.
- b) To recommend books, including textbooks, supplementary reading, reference books and other material for such courses of Graduate and Postgraduate studies.
- c) To prepare requirements in respect of teaching of the subject at various courses including teachers' qualifications and infrastructure, such as library, laboratory, equipment, consumables etc. for consideration of Academic Council and Board of Management.
- d) To make recommendations to the Academic Council regarding the norms of recognition of postgraduate teachers.
- e) To make recommendations to the Academic Council regarding the conduct of courses in university.
- f) To recommend names of suitable persons for inclusion in the panels for appointment of paper-setters, examiners and moderators at the University examinations in the subject.
- g) To suggest organization of orientation and refresher courses in the subject.

2. Every decision of the Board of Studies shall be placed before the Dean of concerned Faculty for approval and make further recommendations to the Academic Council, wherever necessary.

3. The Board shall meet as often as required.

4. The Chairperson of the Board of Studies shall preside over the meetings of the Board. In the absence of the Chairperson, the person elected by members present from amongst themselves shall preside at that meeting.

5. The Chairperson shall convene the meeting of the Board by issuing a notice of minimum eight days and shall inform the Registrar. However, for the urgent and special meetings no notice will be required to be given provided all the members are present either in person or through video conference.

6. One third of the members shall form the quorum.

7. Any items, questions, matters or proposals on the agenda shall be decided by majority votes of members present. In case of equality of votes, the Chairperson shall have a casting vote.

8. A copy of minutes of meetings will be forwarded to the Academic Council of University under the signatures of the Chairperson and the Dean of faculty.

6. Fees Fixation Committee

1) The University may constitute a Fees Fixation Committee for deciding fees structure for various courses and programmes offered therein. The constitution of, and the procedure to be followed by, the Fees Fixation Committee shall be such as may be prescribed by the Section 42 of the Act.

The Fee Fixation Committee shall consist of the following members, namely:-

(a) a retired Vice-Chancellor or an eminent educationist having wide experience in the field of education, who shall not be connected with the university or any college or institution under its jurisdiction as the Chairperson;

(b) the Dean of the faculty concerned ;

(c) Chancellor's nominee on the Management Council ;

(d) one finance expert nominated by the Vice-Chancellor, preferably a Chartered Accountant, not connected with the university or college or institutions under its jurisdiction;

(e) one legal expert nominated by the Vice-Chancellor, not connected with the university or college or institution under its jurisdiction ;

(f) Registrar or his nominee not below the rank of Deputy Registrar - Member Secretary.

2) First the fees will be recommended by the Finance Committee. The Finance Committee shall prepare and finalise fees structure after taking into consideration, whether the proposed fees-

(a) is sufficient for-

- (i) generating resources for meeting the recurring expenditure of the university; and
- (ii) the savings required for further development of the university;

(b) is not unreasonable; and

(c) does not amount to profiteering.

3. The Government shall have power to review the fees structure of the university and after such review, it may issue directions to the university to amend fees structure, appropriately and the university shall implement those directions.

4. The State Government shall not reimburse any fees or shall not take any financial liability for students belonging to the backward classes admitted into the university.

5. The university shall not charge any fees, by whatever name called, other than that for which it is entitled under this section.

6. The quorum for a meeting of the committee shall be three.

7. All members of the committee, other than ex-officio members shall hold office for a term of five years and shall not be eligible for a second consecutive term.

8. The tuition fees, exam fees, other fees, and charges for various courses or programmes as recommended by the Finance Committee and approved by the Fees Fixation Committee has to be finally approved by the Board of Management.

9. The committee shall meet at least twice a year to examine and consider the fee fixation proposals on the basis of the norms as prescribed in Ordinance, and shall hold as many meetings as needed. The committee shall decide tuition fees, other fees and charges for various courses or programmes.

7. Selection Committee for the appointment of the Posts of Registrar/Controller of Examinations/Chief Finance and Accounts Officer

The Selection Committee for recommending suitable names to the President for appointment of Registrar, Controller of Examinations, Chief Finance and Accounts Officer shall consist of the following members:

1. The Vice-Chancellor- Chairperson.

2. One nominee of the Governing Body.

3. One nominee of the Board of Management.

4. Two experts having special knowledge in the field related to the post, who are not connected with the University, nominated by the President.

5. Director HR – Member Secretary, if he is not a candidate for the post.

CHAPTER – IV – GENERAL PROVISIONS AND REGULATIONS

1. General Provisions & Regulations

1. Notwithstanding anything contained in these Statutes, where a person, nominated, appointed or co-opted as an officer of university or a member of any of the authorities or bodies of the university by virtue of his being eligible to be so, nominated, appointed or co-opted as such an officer or a member under any of the categories of the officers or members under the relevant statutes in relation to such office, authority or body, shall cease to be such an officer of the university or a member of such an authority or a body as soon as he ceases to belong to such category and shall be deemed to have vacated his office as such officer or member.

2. A meeting of an authority or body or committee shall be convened on the date determined by the Chairperson by a notice issued by its Secretary.

3. Except as otherwise provided, the quorum for a meeting of authority, body or committee shall ordinarily be one-third of the number of the sitting members. If there is no quorum, the meeting shall be adjourned by the Chairperson to a specific time on the same day, or on a later date and no quorum shall be necessary for such adjourned meeting.

4. Where no provision is made by or under the Statutes for a Chairperson to preside over a meeting of any authority or body of the university or the Chairperson is absent and no provision is made for any other person to preside, the Vice Chancellor shall nominate one of the members from amongst them to preside over the meeting.

5. Save as otherwise provided all items, questions, matters or proposals on the agenda shall be decided by a majority of votes of members present.

6. The Chairperson shall have a casting vote. The Secretary, if not a member, shall have right to participate in the deliberations but shall not have the right to vote.

7. The officer who is designated to be the invitee of the authority shall be entitled to receive the notice of its meetings and take part in the deliberations relating to the items on agenda but shall not have the right to vote.

8. Any member other than an ex-officio member of any authority may resign by a letter addressed to the nominating authority and the resignation shall take effect on its acceptance.

2. Provisions regarding the policy of admissions, number of seats in different courses including regulation of reservation of seats.

1. Admission shall be made as per the provisions as prescribed in the Act, without any prejudice towards gender, religion, caste, creed or nationality of a student.

2. Admission Committee

a) Subject to the superintendence of the Academic Council, the Admission Committee shall lay down the principles or norms governing the policy of admission to various courses of studies in the University.

b) The constitution of the Admission Committee shall be such as may be provided for in the Ordinances.

c) The Admission Committee shall have the power to appoint such number of sub-committees as it deems fit.

3. Provisions relating to admission to various courses of the University shall be as may be prescribed by the Ordinances, from time to time.

4. A person to be enrolled as a student of the University shall have minimum educational qualifications as may be prescribed by the Ordinance, from time to time.

5. No student admitted to any course in contravention of the policy of admission of the University shall be permitted to take any examination conducted by the University and the Vice-Chancellor shall have the power to cancel any admission made in such contravention. The decision of the Vice-Chancellor in this regard shall be final.

6. The number of seats in different courses/subjects shall be decided by the Academic Council from time to time on the basis of approval of regulatory bodies concerned, wherever necessary. Out of the total approved intake capacity, forty percent of the seats shall be reserved for the students having domiciled in the State of Maharashtra.

7. Seats for admission in the University for the students belonging to the Scheduled Castes, Scheduled Tribes, De-notified Tribes (*Vimukta Jatis*)/Nomadic Tribes, Other Backward Classes, Special Backward Category, Economically Weaker Section, handicapped students, minority, etc. shall be reserved as per the policy of the State Government.

3. Grievance Redressal Committee

1. There shall be a Grievance Redressal Committee to entertain, adjudicate and redress grievances of the students and the employees of the University.

2. The Grievance Redressal Committee shall consist of:

a) The Vice-Chancellor/or nominee of the Vice Chancellor - Chairperson.

b) One Dean of the faculty to be nominated by the Board of Management.

c) Two members to be nominated by the Board of Management from amongst themselves.

d) Two university teachers to be nominated by the Vice-Chancellor out of which one shall be female.

e) One non-teaching staff from amongst the non-teaching staff of the University to be nominated by the vice chancellor.

f) One member of academic council to be nominated by the academic council.

g) Registrar – Member Secretary.

3. The quorum for the meetings of hearing of the grievance committee shall be minimum three however the decision with respect to any grievance shall be taken by all the member together by majority.

The term of the nominated members shall be three years.

4. Any employee or student aggrieved by the decision of the university, may prefer an application to the Grievance Redressal Committee within thirty days from the date of such decision.

5. Every application regarding grievance of any employee or student shall be decided as expeditiously as possible. The Grievance Redressal Committee shall make endeavor to decide upon the grievance within three months after giving reasonable opportunities to both the parties of being heard.

6. The Grievance Redressal Committee shall decide the procedure to be followed for the disposal of grievance of the employee and student.

7. The decision of the Grievance Redressal Committee shall be communicated to both the parties in writing and shall be complied with by the concerned officer of the University.

8. Any employee or student aggrieved by the decision of the Grievance Redressal Committee may, within sixty days from the date of such decision apply for arbitration and the decision of the arbitrator shall be final and binding.

4. Procedure for Arbitration in Case of Disputes between Employees, Students and University

Any employee or student aggrieved by the decision of the Grievance Redressal Committee may, refer his dispute to the arbitrator appointed by the Board of Management on the recommendation of the search committee consisting of the following members, namely:

1. Arbitrator or Ombudsman

2. Nominee of the President of the University

3. Nominee of the Vice-Chancellor of the University

4. Registrar of the University, Secretary

5. The arbitrator so appointed shall be a retired judge not below the rank of district judge or retired principal or retired professor.

6. Arbitration proceedings shall be carried out as per the provisions of the Arbitration and Conciliation Act, 1996.

7. The decision of the Arbitration Tribunal shall be final, and no suit shall lie in any civil court in respect of the matters decided by the arbitrator.

5. Recruitment of Teachers.

1. The selection committee for appointment of teachers of university shall be as prescribed by the University Grants Commission or regulating body concerned and adopted by the State Government, from time to time.

2. Every post of a teacher of the University, to be filled initially by transfer of existing employees via selection committee, and then additional requirement or new position shall be duly and widely advertised including placing the same on the Web Site of the University as well as other digital platforms according to a draft approved by the Board of Management.

3. The date of the meeting of every selection committee shall be so fixed as to allow notice thereof being given of at least fifteen days to each member and to the candidates, and the particulars of each candidate shall be sent to each member to reach him at least seven days before the date of the meeting.

4. The quorum at a meeting of every selection committee shall be four members of whom at least two shall be subject experts.

5. The selection committee shall interview, adjudge the merits of each candidate in accordance with the qualification advertised, and prepare report mentioning the names of selected candidates in order of merit, whom it recommends for appointment.

6. The report of the selection committee shall be submitted to the Vice-Chancellor. The Vice-Chancellor shall appoint from amongst the persons so recommended, the number of persons required to fill the posts as advertised:

Provided that, where the Vice-Chancellor proposes to make an appointment otherwise than in accordance with the order of merit arranged by the selection committee, he shall record its reasons in writing:

Provided further that, where a selection committee recommends to the Vice-Chancellor, the name of one person only and that person is not acceptable, he/she shall record its reasons in writing for not accepting the recommendation and direct the Registrar to advertise the vacancy.

6. Appointment, emoluments and other terms and conditions of service of the University employees

1. The qualifications, experience, emoluments and terms and conditions of service for teachers of the University shall be as prescribed by the UGC or regulating bodies and adopted by the State Government, from time to time.

2. The recruitment procedure, qualifications, experience, emoluments and terms and conditions of service for non-teaching employees of the University shall be as prescribed by the Governing Body, consistent with the norms and standards, recruitment procedure, qualifications and other terms and conditions of service of non-teaching employees of the State Government holding equivalent posts.

7. Annual Report

The Pro Vice-Chancellor of the University shall prepare the Annual Report of the University by consolidating various activities performed by all Schools, Departments, Directorates and Administration shall place the same before Board of Management for its perusal.

8. Annual Accounts and Audit Report

The Annual Accounts and Audit Report shall be prepared by the Chief Finance and Accounts Officer and will be presented the same before Board of Management for its approval.

9. Convocation

1. In the academic calendar published by the University, in addition to the schedules for academic activities, the tentative dates for convocation shall be included.

2. The convocation shall be held within 120 days from the date of declaration of results of examinations.
3. Convocation shall be held on the dates to be fixed by the Vice-Chancellor in consultation with the President.
4. In the meeting preceding the convocation, the Academic Council shall recommend to the Board of Management, the names of persons who are eligible for award of degrees, diplomas, certificates and academic distinctions. Upon recommendation of the Academic Council, the Board of Management shall accord approval to confer such degrees, diplomas, certificates and academic distinctions upon such eligible persons.
5. The Governing Body shall consider the question of giving assent to confer Degrees, Diplomas and Certificates and to pass the grace at the Convocation upon persons duly qualified, and in accordance with such assent of the Board of Management, the grace shall be passed at the Convocation.
6. No degree, diploma, certificate, and academic distinction shall be conferred unless the same has been specified by the University Grants Commission and instituted by the University in accordance with the provisions of the Act. Such degrees, diplomas, certificates, and academic distinctions shall be prescribed by the Ordinance.
7. The University shall notify a programme for convocation at least thirty days before the date so fixed.
8. Convocation shall include the ceremonial aspects, as per the provisions.
9. The University shall furnish an annual report to the University Grants Commission on the observance of the above provisions, within forty-five days after the convocation is held.
10. The Board of Management shall frame subsequent Ordinance relating to the format of the Degree, Diploma and Certificates, Citations and other Documents, their text and procedure for holding Convocation.

10. Honorary Degrees

1. The University may confer few honorary degrees or academic distinctions per year, in the fields of science, technology, social science, law, physical sciences, art, literature, etc.
2. The Honorary degree or academic distinction shall be conferred at the convocation of the University.
3. The Vice-Chancellor may forward, along with his recommendations, the nominations for conferment of Honorary degree or Academic distinction to the President.
4. The Vice Chancellor shall present the nominations recommended by the Chancellor for conferment of Honorary degree or Academic distinction to the Board of Management.
5. The Board of Management may consider and recommend to the Governing Body the conferment of an Honorary degree or Academic distinction without requiring him to undergo any test or examination or evaluation, on the ground solely that he, by reason of his eminent position, attainments, and public service, is a fit and proper person to receive such Degree or Academic distinction.

6. The Board of Management and the Governing Body shall not entertain or consider any proposal regarding conferment of an Honorary degree or Academic distinction without the Vice-Chancellor having obtained the previous approval of the President.

7. The recommendation of the Board of Management for conferment of an Honorary degree or Academic distinction shall be deemed to have been duly passed by the Governing Body, if supported by a majority of not less than two-third of the members present at the meeting of the Governing Body, being not less than one half of its total membership.

8. An Honorary degree or Academic distinction shall not be considered as an academic qualification.

9. The certificate of an honorary degree or Academic distinction shall be signed by the President.

10. The following shall be the degrees to be conferred as Honorary Degrees:

i. Doctor of Literature, (D.Litt.)

ii. Doctor of Science, (D.Sc.)

11. Provisions regarding exemption of students from payment of tuition fee and for awarding scholarships and fellowships

1. The provisions for exemption of students from tuition fee shall be decided by the Board of Management from time to time and will be made available to the students along with the prospectus for the course concerned.

2. Eligibility criteria and other terms and conditions for award of various scholarship and fellowships to the students, shall be as may be decided by the Board of Management.

12. Provisions regarding fees to be charged from the students

1. All Courses in the University will be run on the self-finance basis.

2. The fee structure for various courses of the University shall be prescribed and shall be made applicable as per provisions of Section 42 of the Act.

3. The fee structure shall consist of the following types of fees:

a) Tuition Fees

b) Development Fees

4. The Fee structure of various courses shall be decided by Fee Fixation Committee of the University and approved by the Board of Management.

5. Examination fees may be charged before the examination.

13. Interpretation

Any question relating to clarification or interpretation related to any of the provision of these Statutes shall be referred to the Governing Body on the recommendations of Board of Management whose decision shall be final and binding.

14. Terms of office of members of authority & Cessation of membership

1. The term of every authority constituted under this Act shall commence on 1st April of the year and shall be of three years from the said date and the term of the members of every authority shall expire on the expiry a) of the said period of three years, irrespective of the date on which a member has entered upon his office.

2. The process of nomination and co-option shall be commenced at least three months before expiry of the term of the authority and shall be completed not later than 30th November in that year.

3. Notwithstanding anything contained in this Act or the Statutes made thereunder, where a person, nominated, appointed or co-opted, as the case may be, as an officer of university or a member of any of the authority of the university by virtue of his being eligible to be so nominated, appointed or co-opted as such an officer or a member under any of the categories of officers or members specified by or under the relevant provisions of this Act in relation to such office, or authority, he shall cease to be such an officer of the university or a member of such an authority as soon as he ceases to belong to such category and shall be deemed to have vacated his office as such officer or member.



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