



# Haryana Government Gazette

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## PART-I

### Notifications, Orders and Declarations by Haryana Government

HARYANA GOVERNMENT

HIGHER EDUCATION DEPARTMENT

#### Notification

The 3rd February, 2023

**No. 24/1-2020 UNP (5).**—In exercise of the powers conferred by sub-section (5) of Section 30 of Haryana Private Universities Act, 2006 and all other powers enabling him in this behalf, the Governor of Haryana hereby allows Rishihood University, Sonapat to frame its First Statutes.

VIJAYENDRA KUMAR,  
Principal Secretary to Government of Haryana,  
Higher Education Department, Chandigarh.



# FIRST STATUTES

*(As per Section 30 (1) of The Haryana Private Universities Act, 2006)*

## RISHIHOOD UNIVERSITY

NH – 44, SONEPAT

HARYANA – 131021

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### CHAPTER I – GENERAL PROVISIONS

#### 1. Short Title, Extent and Commencement

- (i) The“**Statutes**”means The Statutes of Rishihood University, District Sonapat, Haryana
- (ii) These Statutes shall come into force with effect from the date of their publication in the official Gazette by the State Government.

#### 2. Definitions

In these statutes, unless the context otherwise requires,

- (i) “**Academic Council**” means the Academic Council of the Rishihood University;
- (ii) “**Academic Staff**” means a teacher or any other person required to impart education or to guide research or to render guidance in any other form to the students for pursuing a course of study of the Rishihood University;
- (iii) “**Administrative Staff**” means any person who is an employee of the University, other than a teacher, who is primarily responsible for dealing with the administrative matters of the Rishihood University;”
- (iv) “**Authorities**” **mean the authorities** of the Rishihood University within the meaning of Section 21 of the Haryana Private Universities Act, 2006;
- (v) “**Board of Management**” means the Board of Management of the University;
- (vi) “**Board of Studies**” means the Board of Studies of each Department/School;
- (vii) “**Central Government**” means the Government of India;
- (viii) “**Chancellor**” **and “Vice Chancellor**” mean, the Chancellor and Vice Chancellor of the Rishihood University, respectively;
- (ix) “**Controller of Examinations**” means the Controller of Examinations of the Rishihood University;
- (x) “**Department**” means an Academic Department of a Faculty of the University;
- (xi) “**Dean**” means the Dean of a Faculty/School of the Rishihood University;
- (xii) “**Governing Body**” means the Governing Body of the Rishihood University;
- (xiii) “**Haryana Act**” means the Haryana Private Universities Act, 2006, here-in-after also referred as Principal Act or as Act;
- (xiv) “**Non-Academic and Non-Administrative Staff**” means an employee of the University, other than academic and administrative staff;
- (xv) “**Officer**” means an Officer of the Rishihood University;
- (xvi) “**Registrar**” means the Registrar of the Rishihood University;
- (xvii) “**Regulation**” means the Regulations made by any authority of the Rishihood University for the time being in force;
- (xviii) “**School**” means a School of Studies of the Rishihood University, which may consist of one or more academic departments/programs;
- (xix) “**Sponsoring body**” in relation to the University means Rishihood Foundation, Delhi (A Section 8 Company);
- (xx) “**State**” means the State of Haryana;
- (xxi) “**University**” means the Rishihood University District Sonapat, Haryana;
- (xxii) “**Visiting Teacher**” means a visiting or adjunct Professor, Associate Professor, Assistant Professor or

any other person required to impart education or to guide research or to render guidance in any other form to the students for pursuing a course of study of the University or Faculty maintained by the University;

- (xxiii) **“Visitor”** means the Visitor of the University;
- (xxiv) Any reference to **“any Officer, Authority, Body, Committee or Board”** in this Statute, where the context allows, may include the following:
- (a) Any Officer of the University within the meaning of Chapter II of this statute.
  - (b) Any Authority of the University within the meaning of Chapter III of this Statute;
  - (c) Any Committee or Board of the University within the meaning of Chapter III of this Statutes;
  - (d) Any School of the University;
  - (e) The Library of the University;
  - (f) Bodies managing Students Residences etc.;
  - (g) The Internal Audit Unit;
  - (h) Academic Records Office;or
  - (i) Any Officer, Authority, Body, Committee or Board to be appointed or established.

Definitions specified in the Section 2 of the Haryana Act No. 32 of 2006 shall also apply unless otherwise required.

### 3. **The Objects, Powers and Functions of the University**

In addition to Objects and Powers of the University as described in Section 3 of the Principal Act, the University shall also have the following powers and functions:

- (i) to establish the Campus of the University in District Sonipat, Haryana to run academic programmes for conferring degrees, diplomas, certificates and other recognitions;
- (ii) to develop and maintain relationships with leading academic and other Institutions in India and abroad for education, training and research;
- (iii) to enter into Memorandum of Understanding with leading educational Institutions with in India and in other countries for collaborative education programmes;
- (iv) to develop linkage with the industry, institutions and other organizations for fulfillment of the objects of the University;
- (v) to conduct innovative programmes and experiments in new methods and education technology in the field of higher education in order to achieve international standards of education, training and research;
- (vi) to admit students laterally into a course if they fulfill the academic requirements as described in the Regulations and **are as per the norms prescribed by the UGC and/or relevant statutory body**, on the recommendations of the Academic Council and on the approval of the University Authorities if allowed by the regulating bodies;
- (vii) to integrate/take over Institutions/Schools/College/Centers of the Sponsoring Board as Constituent Units of the University for the purpose of its academic programmes and award of Degrees, Diplomas and Certificates to students on fulfillment of the academic requirements of the University;
- (viii) To accept migration of students from other universities/institutions as per the procedure laid down in the Ordinance/Regulations of the University and **are as per the norms prescribed by the UGC and/or relevant statutory body**.

## **CHAPTER II – OFFICERS OF THE UNIVERSITY**

### 1. **Officers of the University**

The following shall be the Officers of the University:

- (i) The Visitor;
- (ii) The Chancellor;
- (iii) The Vice Chancellor;
- (iv) The Pro Vice Chancellor (s);
- (v) The Registrar;
- (vi) The Controller of Examinations;
- (vii) The Chief Finance and Accounts
- (viii) Officer;
- (ix) Deans of Schools;
- (x) The Dean of Student Welfare;

- (xi) The Chief Proctor;
- (xii) Other officers of the University who are included as such from time to time by the Haryana Act, or any Statutes, Ordinance, Regulations or Rules of the University.

## 2. The Visitor

- (i) The Governor of Haryana shall be the Visitor of the University.
- (ii) The Visitor shall have the powers as follows:
  - (a) When present, he shall preside over the convocation of the University for conferring degrees and diplomas;
  - (b) To call for any paper or information relating to the affairs of the University; and,
  - (c) On the basis of the information received under clause (b), if he is satisfied that any order, proceeding, or decision taken by any authority of the University is not in conformity with the provisions of this Act, Statutes, Ordinance, 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.

## 3. Chancellor

- (i) The Chancellor shall be appointed by the sponsoring body for a period of three years with the approval of the Visitor by following such procedure and on such term and conditions as may be prescribed in the Rules/regulations made by the Government under Clause (d) to Sub section (2) of Section 47 of the Haryana Act.  
The chancellor may be entitled to receive an honorarium, expenses and allowance as may be decided as may be decided by the sponsoring body from time to time.
- (ii) The Chancellor **may** be eligible for reappointment with the approval of Visitor following the procedure as laid down under clause (i) above or **procedure and manner as may be prescribed by the Government from time to time.**
- (iii) If the office of the Chancellor becomes vacant due to death, resignation of otherwise, or if the Chancellor is unable to perform his/her duties due to illness or any other reason, the Sponsoring Body shall appoint a new/Interim Chancellor as per the Rules mentioned in Sub Section (i) above;
- (iv) The Chancellor 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. The Chancellor shall have the following powers as prescribed under section 16 (4) of the Haryana Act.
  - (a) To call for any information or record;
  - (b) To appoint the Vice Chancellor;
  - (c) To remove the Vice Chancellor in accordance with the provisions of sub- section (7) of section 17 of the Haryana Act;
- (v) Subject to the above provisions of the Haryana Act, the Chancellor shall have the following additional powers:
  - (a) If in any case the Chancellor finds that any decision or order of any officer, authority committee or board should be modified, annulled, reversed or remitted for reconsideration by such officer, authority, committee or board, The Chancellor may pass orders accordingly;
  - (b) The Chancellor may delegate any of his/her powers to the Vice Chancellor or any other officer of the University/member of the Governing Body in consultation with the Governing Body;
  - (c) In case of any dispute and/or difference of opinion between officers of the University, in interpretation of provision made in the Statutes, Ordinances and Regulations, the decision of the Chancellor shall be final and binding on all concerned.
- (vi) Such other powers as may be specified by the Statutes, Ordinances, Regulations & Rules.

## 4. Vice Chancellor

- (i) The Vice Chancellor shall be appointed by the Chancellors per the qualifications prescribed by the University Grants Commission (UGC). He shall 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 subsequent terms of three (03) years each till he/she attains the age of seventy (70) years, if he/she has contributed significantly to raise the standards of academic and research in the University.
- (ii) The Vice Chancellor shall be a full-time salaried officer of the University.

- (iii) The Vice Chancellor shall receive pay and allowances as per UGC norms or higher as decided by the Chancellor/Sponsoring Body from time to time.
- (iv) If the office of the Vice Chancellor falls vacant due to death, resignation or otherwise, or if the Vice Chancellor is unable to perform his or her duties due to illness or any other cause, the Chancellor may appoint an acting Vice Chancellor out of the Pro Vice Chancellor(s) or Senior Professor of the University or any suitable person to act as Vice Chancellor for not more than one year until the existing Vice Chancellor resumes his or her duties or until a new Vice Chancellor assumes office, whichever is earlier.
- (v) If, at any time, upon representation made or otherwise and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance for the Vice Chancellor is not in the interest of the University, the Chancellor may, by an order in writing stating the reasons therein, require the Vice Chancellor to relinquish office from a date specified in the order; provided further that before taking any action under this sub-section, the Vice Chancellor shall be given an opportunity of being heard.

#### 5. Powers and Functions of the Vice Chancellor

- (i) The Vice Chancellor shall be the principal academic and executive officer/head of the University. He/she shall oversee and monitor the administration of the academic programs and general administration of the University to ensure efficiency and good order of the University. As the principal academic and executive officer/head of the University, he shall have the sole responsibility of compliance of all the statutes, rules and regulations as applicable to the University for the present and in future and accordingly he shall have sole responsibility of filing reports with the competent authorities, as required, in fulfillment of the provisions of applicable laws, in general, and the license granted to the University, in particular.
- (ii) As executive officer/head, he shall have the responsibility to institute the requisite systems and controls, rules and regulations, processes and procedures for requisite compliance, on the one hand, as well as to deal with violations, if any, at all stages and levels, which shall include not only of students, faculty and research staff, technical staff but also of support staff engaged in the pursuance of the academic process. As executive officer/head, he shall also institute requisite authorities for dealing with the defects, distress and defaults at all levels.
- (iii) As executive officer/head, he shall also take responsibility to listen to the voice and grievances of the University employees and take requisite steps to protect the whistle-blowers from any untoward consequences.
- (vi) As executive officer/head, he shall name the custodian or occupier of the establishment who shall be reporting to him and work under his sole guidance and who shall be responsible for taking overall responsibility of maintaining the health and upkeep of all the electrical, civil, mechanical, biochemical, laboratories, installations etc. for the twin purpose of conservation of the assets of the University and also to avoid any mishap, accident or failure in any manner, to avoid loss of life and property.
- (vi) As executive officer/head, he shall make periodical reviews of the University's preparedness to deal with any kind of violation or failure at any level, not only with respect to the compliance of all Statutes and laws but also towards conservation of the University's assets and systems.
- (vii) The Vice Chancellor shall have the powers as follows:
  - (a) The Vice Chancellor shall be the principal executive and academic officer and executive head of the University and shall exercise general superintendence and control over the affairs of the University and shall execute the decisions of various authorities to the University.
  - (b) The Vice Chancellor shall ensure that directions issued by the Chancellor are strictly complied with or, as the case may be, implemented.
  - (c) It shall be the duty of the Vice Chancellor to ensure that the directives of the State Government, if any and the provisions of the Act, Statutes, Ordinances and Regulations are strictly observed and that the decisions of the authorities, bodies and committees which are not inconsistent with the Act, Statutes, Ordinances or Regulations are properly implemented. If in the opinion of Vice Chancellor such decisions and resolutions are not consistent with the provisions of the Act, Statutes, Ordinances or Regulations or that such decision or resolution is not in the interest of the University, he/she should immediately bring it to the notice of Chancellor and take action as directed by the Chancellor and inform the authority, body or committee concerned accordingly.
  - (d) If there are reasonable grounds for the Vice Chancellor to believe that there is an emergency which requires immediate action to be taken, he shall take such action, as he thinks necessary, and shall at the earliest opportunity, report in writing the grounds for his belief that there was an

emergency, and the action taken by him, to such officer or body as would in the ordinary course, have dealt with the matter. In the event of a difference arising between the Vice Chancellor and the authority or body whether there was in fact an emergency, or on the action taken (where such action does not affect any person in the services of the University), or on both, the matter shall be referred to the Chancellor whose decision shall be final.

Provided 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 Board of Management.

- (e) Where any matter is required to be regulated by the Statutes, Ordinances and Regulations, but no Statutes, Ordinances or Regulations are made in that respect the Vice Chancellor may, for the time being regulate matter by issuing such directions as he thinks necessary, and shall, at the earliest opportunity thereafter, place them before the Board of Management or other authority or body concerned for approval. He may, at the same time, place before such authority or body for consideration the draft of the Statutes, Ordinance and Regulations, as the case may be, required to be made in that behalf.
  - (f) As the Chairman of any authority/committee of the University, the Vice Chancellor shall be empowered to suspend a member from the meeting of the authority, body or committee for persisting to obstruct or stall the proceeding or for indulging in behavior unbecoming of a member, and shall report the matter accordingly, to the Chancellor.
  - (g) The Vice Chancellor shall place before the Board of Management a report of the work of the University periodically as provided under the Ordinances.
  - (h) The Vice Chancellor shall exercise such other powers and shall have responsibilities to take requisite actions and perform his duties as may be conferred upon him by or under the Act.
  - (i) The Vice Chancellor shall have the responsibilities and rights to cause an inspection to be made by such person or persons or body of persons as he may direct, of the University, its buildings, laboratories, libraries, museums, workshops and equipment's and of any institution, constituent unit, hall or hostel maintained or recognized by the University, and of the examinations, teachings and other work conducted by or on behalf of the University, and to cause an inquiry to be made in a like manner regarding any matter connected with the administration or finance of the University.
  - (j) In the absence of both the Visitor and the Chancellor, the Vice Chancellor shall preside over the convocation of the University.
- (viii) The Vice Chancellor shall discharge the responsibility and functions as per the Act/Statutes and as assigned by the Chancellor/Governing Body from time to time in addition to the following duties:
- (a) To advise the Governing Body on planning and development of the University, particularly in respect of the norms and standards of education, teaching and research in the University and ensure compliance of the same.
  - (b) To apply for membership of other institutions like Association of Indian Universities, Association of Commonwealth Universities, Associations of International Universities, India International Centre etc.
  - (c) To coordinate with Deans/Heads concerned for collaboration with any University/Research Institute/Centers of the country and abroad from time to time with prior approval of the Governing Body.
  - (d) To co-ordinate with the Deans concerned with regard to teaching and research in the University Teaching Departments/School of Studies/Maintained Institutes/etc. and introduction of new programmes/courses.
  - (e) To provide academic leadership and motivation for excellence.
  - (f) To ensure compliance with the provision of the Haryana Act, Statutes, and Ordinances, Regulations and Rules of the University.
  - (g) To exercise all powers relating to the proper maintenance of discipline of the University.
  - (h) To appoint visiting fellows, emeritus/visiting professors for teaching/research department of the University.
  - (i) Exercise all other powers as may be delegated by the Chancellor.
  - (j) To decide about delegating some of his powers to any of his or her subordinate officers as prescribed by the statutes.



- (k) To convene or cause to be convened meetings of the various authorities, bodies, committees and boards of the University for which he or she is the Chair.
- (l) To fix emoluments and other terms and conditions of service of all academic and administrative staff in accordance with the budget approved by Governing Body.
- (m) To write the confidential reports of the Deans and other administrative heads of the University.
- (n) To process disciplinary action, whenever needed, against the faculty, Technical/Administrative Staff of the University or its maintained institutions as per rules and as per Statutes.
- (o) To get all necessary approvals and to ensure statutory compliance with the academic norms and standards of the Government/UGC or any other body pertaining to the course of the study offered or to be offered by the University.
- (p) To ensure high standards in education imparted at the University.
- (ix) The Vice Chancellor may, by writing under his hand addressed to the Chancellor, resign his office.
- (x) Transitory provisions

Notwithstanding anything contained in the Act or the Statutes, the Vice Chancellor with the consent of the Chancellor, may discharge all or any of the functions of the University for the purpose of carrying out the provisions of the Act and Statutes and for that purpose, may exercise any powers or perform any duties which, by the Act or the Statutes, are to be exercised or performed by any Officer or Authority of the University not being in existence at the time when such powers are exercised or such duties are performed.

#### 6. Pro Vice Chancellor (s)

- (i) The Pro Vice Chancellor (s) shall be appointed by the Vice Chancellor in consultation with the Chancellor normally among the Professors of the University, for a period of three (03) years and is eligible for re-appointment.
- (ii) The University may have more than one (01) Pro Vice Chancellor, if required.
- (iii) The Pro Vice Chancellor (s) shall hold office at the pleasure of the Vice Chancellor and discharge his/her duties in addition to his/her duties as a Professor.
- (iv) The Pro Vice Chancellor (s) shall assist the Vice Chancellor on such matters as may be decided by the Vice Chancellor from time to time and exercise such powers & perform duties as may be delegated or assigned to him/her by the Vice Chancellor.

#### 7. Registrar

- (i) The appointment of the Registrar shall be made by the Chairperson/Director of the Sponsoring Body. He/She shall be a full-time salaried officer of the University.
- (ii) The qualifications of the Registrar shall be as per UGC norms and as approved by the Governing Body/Board of Management/Vice Chancellor.
- (iii) The Registrar shall discharge his duties under the overall superintendence and control of the Vice Chancellor.
- (iv) The Registrar shall receive pay and other allowances as per UGC norms or higher as approved by the Sponsoring Body from time to time.
- (v) The Registrar shall be the Member Secretary of the Governing Body, Board of Management and the Academic Council, but shall not have any voting rights in the Governing Body, Board of Management and the Academic Council.
- (vi) The Registrar shall be the custodian of the records, the common seal, the funds of the University and such other property of the University as the Board of Management may commit to Registrar's charge.
- (vii) In addition to the power and duties mentioned under Section 18 of the Haryana Act, the duties of the Registrar, interalia, shall be as follows:
  - (a) to conduct the official correspondence on behalf of the authorities of the University; and
  - (b) to issue notices to convene meetings of the authorities of the University and all committees and sub committees appointed by any of these authorities.

#### 8. Controller of Examinations (COE)

- (i) The Controller of Examinations shall be a full-time salaried officer of the University. The appointment may be made as per UGC norms and on the basis of the recommendation of Selection Committee constituted by Chancellor or on the recommendation of the Vice Chancellor.
- (ii) The Controller of Examinations shall report to the Vice Chancellor and shall be responsible for the examination, tests or other forms of evaluation for courses taught in the University for granting

Degrees, Diplomas, Certificates and other academic titles and distinctions, including those for the purpose of evaluation of candidates for admission to such courses, and declaring the results of such examinations, assessments, tests or other forms of evaluation.

- (iii) The Controller of Examinations shall exercise such other powers and perform such other duties as may be prescribed by the Statutes, Ordinances, Regulations and Rules or the Vice Chancellor.
- (iv) The Controller of Examinations will formulate a policy and process documents for conduct of examinations at the University and get it approved from the Academic Council.
- (vi) The Controller of Examinations shall control the conduct of examination and make all other necessary arrangements and execute all processes connected with examinations and declaration of results after approval from the competent authority.
- (vii) The powers and duties of the Controller of Examinations shall be as specified in the ordinances of the University or as assigned by the Vice Chancellor.

#### **9. Chief Finance and Accounts Officer**

- (i) The appointment of the Chief Finance and Accounts Officer shall be made by the Chancellor on the recommendations of a duly constituted Selection Committee. The qualifications and experience required for the post of Chief Finance and Accounts Officer and the composition of the Selection Committee shall be as per the Regulations.
- (ii) The Chief Finance and Accounts Officer shall be a full-time salaried officer of the University.
- (iii) The Chief Finance and Accounts Officer shall be paid a salary and allowance as per the UGC norms or higher as may be decided by the Chancellor.
- (iv) The Chief Finance and Accounts Officer shall work under the supervision of the Vice Chancellor. He/she shall be the ex-officio non-voting Member Secretary of the Finance Committee.
- (v) The Chief Finance and Accounts Officer shall manage the assets and investments of the University. The Chief Finance and Accounts Officer shall be responsible for the preparation of annual reports, balance sheets, estimates and statements of accounts for submission to the Finance Committee and the Governing Body.
- (vi) The duties of the Chief Finance and Accounts Officer shall include the following:
  - (a) to exercise general supervision over the funds of the University and to advise the Vice Chancellor on issues related to finance and accounts;
  - (b) to hold and manage the property and investments including trust and endowed property for furthering the objectives of the University;
  - (c) to receive all moneys for the use and benefit of the University within the mandate and objectives of the University;
  - (d) to watch the progress of collection of revenue and advise on the methods of collection employed;
  - (e) to make payments, duly sanctioned by competent authority, under each head of budget;
  - (f) to prepare all types of financial reports for the Vice Chancellor and Finance Committee;
  - (g) to prepare, in consultation with the Vice Chancellor, and subject to amendments and approval of the Finance Committee, an annual budget of income and expenditure of the University, for submission to the Board of Management;
  - (h) to ensure that adequate controls commensurate with the size of financial operations are in place;
  - (i) to ensure all statutory and timely compliances of Government/Taxation Departments etc.;
  - (j) to liaise with Financial institutions/Bank etc;
  - (k) to invest University funds in consultation with the Finance Committee and with the approval of the Governing Body;
  - (l) to disburse the salaries and other payments, including travel and medical allowances etc. and to handle/manage Provident funds/ESI and taxes etc. of employees of the University;
  - (m) to see that registers of buildings, land, furniture and equipment are maintained up to date and that the stock-checking of equipment and other consumable materials is conducted in all offices, centers, laboratories, libraries, and institutions maintained by the University;
  - (n) to call for explanation from the concerned officers, authorities, committees or boards for unauthorized expenditure and for other financial irregularities that comes or are brought to his notice and to suggest disciplinary action against the person(s) at fault;
  - (o) to represent the University in all legal matters pertaining to finance, taxation etc;

- (p) to provide for at least one annual audit of all the accounts of the University;
  - (q) to review the reports and findings of the Internal Audit Unit;
  - (r) to make recommendations to the Governing Body on the appointment of auditors and oversee the financial audit of the University accounts;
  - (s) to perform such other duties as may be required by the Statutes, Ordinances, Regulations and Rules or the Vice Chancellor.
  - (t) to call for any information from any office or faculty or institution under the University, that he may consider necessary to discharge his financial responsibility.
- (vii) When the office of the Chief Finance and Accounts Officer is vacant or when the Chief Finance and Accounts Officer is absent by reason of illness or any other reason, the duties functions of the Chief Finance and Accounts Officer shall be performed by such other person as the Vice Chancellor may appoint for this purpose.
- (viii) If, at any time upon representation made or otherwise and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance of the Chief Finance & Account Officer is not in the interest of the University, the Chancellor may, by an order in writing stating the reasons therein, require the Chief Finance & Accounts Officer to relinquish his office from such date as may be specified in the order; provided that before taking an action under this sub- section, he shall be given an opportunity of being heard.

#### **10. Deans of Schools**

- (i) The University shall have such Schools as may be specified in this Statute or subsequent Statutes.
- (ii) Deans of Schools shall be appointed by the Vice Chancellor from the Professors of the School, or in their absence among Associate Professors, for a period of three years and he or she shall be eligible for re-appointment.
- (iii) Dean shall be the Head of the School and shall be responsible to the Vice Chancellor for the conduct and maintenance of the standards of teaching and research in the School.
- (iv) When the office of a Dean of a School is vacant or when a Dean of a School is absent by reason of illness or any other reason, the duties and functions of such Dean shall be performed by such person as the Vice Chancellor may appoint for this purpose.
- (v) The powers and duties of the Deans of Schools shall be as specified in the Regulations of the University or as assigned by the Vice Chancellor.

#### **11. Dean Students Welfare**

- (i) The Dean Students Welfare shall be appointed by the Vice Chancellor normally among the Associate Professor/Professors of the University, for a period of three (03) years and is eligible for re-appointment.
- (ii) The Dean Students Welfare shall hold office at the pleasure of the Vice Chancellor and discharge his/her duties in addition to his/her duties as an Associate Professor/Professor.
- (iii) The Dean Students Welfare will be responsible for developing & implementation of policies/activities for students' welfare and shall assist the Vice Chancellor on such matters as may be decided by the Vice Chancellor from time to time and exercise such powers & perform duties as may be delegated or assigned to him/her by the Vice Chancellor.

#### **12. Chief Proctor**

- (i) The Chief Proctor shall be appointed by the Vice Chancellor in consultation with the Chancellor normally among the Associate Professor/Professors of the University, for a period of three (03) years and is eligible for re-appointment.
- (ii) The Chief Proctor shall hold office at the pleasure of the Vice Chancellor and discharge his/her duties in addition to his/her duties as an Associate Professor/Professor.
- (iii) The Chief Proctor shall be responsible for maintaining discipline among the students of the University and shall assist the Vice Chancellor on such matters as may be decided by the Vice Chancellor from time to time and exercise such powers & perform duties as may be delegated or assigned to him/her by the Vice Chancellor.
- (iv) The Chief Proctor may be assisted by the team of Proctors/Deputy Proctor/Assistant Proctor, if needed, and any such appointment has to be approved by the Vice Chancellor.

#### **13. Other Officer(s)**

In addition, any other Officer(s) shall be appointed by the Vice Chancellor as may be required for smooth and efficient functioning of the University and report to the Board of Management.

- (i) Such other Officer(s) shall be appointed on the recommendation of duly constituted Selection Committee subject to the approval of the Board of Management or in any other manner as provided in the Regulations.
- (ii) Such other Officer(s) shall exercise powers and duties as provided in the Ordinances/Regulations.

### **CHAPTER III – AUTHORITIES OF THE UNIVERSITY**

#### **1. Authorities of the University**

The following shall be the Authorities of the University

- (i) The Governing Body;
- (ii) The Board of Management;
- (iii) The Academic Council;
- (iv) The Board of Studies of Schools;
- (v) Other Authorities subsequently created as such from time to time by the Haryana Act, or Statutes, Ordinances, Regulations or Rules of the University.

#### **2. Governing Body**

- (i) The Governing Body shall consist of the following members:
  - (a) The Chancellor as its Chairman;
  - (b) The Vice Chancellor as its member;
  - (c) The Secretary to the Government of Haryana, Department of Higher Education or his nominee; (Provided that the Secretary to the Government of Haryana, Department of Higher Education or his nominee shall be present in each meeting in which decisions on issues involving Government policies/instructions are to be taken)
  - (d) Five persons to be nominated by the sponsoring body out of whom two shall be eminent educationists;
  - (e) One expert of management or technology from outside the University, nominated by the Chancellor;
  - (f) One expert of finance, nominated by the Chancellor;
  - (g) Registrar will be the Member-Secretary of the Governing Body and shall not have voting right;
- (ii) The nominated members shall hold office for a term of three years and shall be eligible for re-nomination;
- (iii) The Governing Body shall meet at least three times in each calendar year. The quorum of the meetings of the Governing Body shall be, four, provided that Secretary to the Government of Haryana, Department of Higher Education or in his/her absence, the Director General Higher Education of the Government of Haryana shall be present in each meeting in which decisions on issues involving Government policies/instructions are to be taken.

#### **3. Powers of the Governing Body**

In addition to the powers vested in the Governing Body by virtue of the Haryana Act, the Governing Body shall, inter alia also have the following powers and functions:

- (i) to review, from time to time, the policies and programmes of the University and to suggest measures for improvement and development of the University.
- (ii) to advise the Chancellor in respect of any matter that the Chancellor refers to it for advice;
- (iii) to maintain and fulfill the basic aims and objectives of the University as set out in Section 3 of the Haryana Act, and to determine and regulate the educational, research, financial and other policies of the University;
- (iv) to consider and adopt resolutions on the annual report and annual accounts of the University, annual audits and the financial estimates;
- (v) to monitor overall administration of the University and to appoint, discipline or dismiss the Officers of the University in accordance with the procedure laid down under the Haryana Act, Statutes, Ordinances, Regulations or Rules;
- (vi) to manage the revenues, resources and budgets of the University;
- (vii) to provide for raising, receiving, spending and borrowing of funds, placing investments and money of the University, for keeping of a true and correct account and for annual audit of the same;
- (viii) to provide for the custody and expenditure of special funds and investments, including provident funds;
- (ix) to hold, buy, sell hypothecate or otherwise acquire or dispose of property, movable, immovable or intellectual;

- (x) to receive grants, donations, contributions, gifts, prizes, scholarships, and other moneys, to disburse grants and donations and to award prizes and scholarships;
- (xi) to appoint representatives of the University to other institutions or organizations as may be desirable;
- (xii) to appoint, in order to execute an instrument or transact any business of the University, any person as attorney of the University with such powers as it may deem fit;
- (xiii) to establish residences for the students of the University;
- (xiv) to purchase, take on lease, accept as gift or otherwise acquire any land, buildings or property which may be necessary or convenient for the purpose of the University, and on such terms and conditions as it may deem fit and proper, and to construct, alter and maintain any such land, buildings or property;
- (xv) to transfer or accept transfer of any movable, immovable and intellectual property as needed to fulfill the aims and objectives of the University;
- (xvi) to make or authorize the making of Ordinances, Regulations and Rules;
- (xvii) to appoint committee and to delegate any of the above mentioned powers and duties to any officer, authority and/or committee of the University;
- (xviii) to enter into appropriate arrangements with university or institutes of repute of India and other countries for running a joint program, twinning credit transfer and other related matters, subject to the approval in that behalf from the state government;
- (xix) to perform such other functions as may be prescribed from time to time.

#### 4. Board of Management

- (i) The Board of Management shall consist of the following members:
  - (a) The Vice Chancellor shall be the Chairperson of the Board of Management;
  - (b) Secretary to the Government of Haryana, Department of Higher Education or his nominee;
  - (c) Two members of the Governing Body, nominated by the sponsoring body;
  - (d) Three eminent educationists who are not the members of the Governing Body, nominated by the sponsoring body;
  - (e) Three persons from amongst the teachers of the University nominated by the Chancellor;
  - (f) Two teachers of the University nominated by the Vice Chancellor.
- (ii) The Registrar will be the Member Secretary of the Board of Management and shall not have voting right;
- (iii) The term of office for nominated members of the Board of Management shall be three years.
- (iv) The Board of Management shall meet at least once in every two months;
- (v) The quorum of the meetings of the Board of Management shall be five, provided that the Secretary to the Government of Haryana, Department of Higher Education or his nominee, shall be present in each meeting where decisions on issues involving Government policies or instructions are to be made;
- (vi) Minimum fourteen day's notice shall be given for all meetings to the members.

#### 5. Powers and Functions of the Board of Management

Subject to the Haryana Act, the Board of Management, inter alia, shall have the following powers and functions:

- (i) to approve creation of teaching and academic posts, the numbers, qualifications, and cadres thereof and the emoluments to be paid to the holders of such posts in consultation with the Finance Committee;
- (ii) to lay down in consultation with Academic Council, the duties and conditions of service of the Professors, Associate Professors, Assistant Professors and other academic staff of the University;
- (iii) to define, on the advice of the Academic Council and Faculties/Schools of the University, functions of the Departments and to allocate areas of study, teaching and research to them;
- (iv) to provide for research and for the advancement and dissemination of knowledge;
- (v) to add, modify, curtail, cancel or withdraw any of the formal and non-formal educational Programmes;
- (vi) to create administrative, ministerial and other necessary posts in terms of the cadres and to make appointment therein in consultation with the Finance Committee;
- (vii) to regulate and enforce discipline among the Academic Staff, Administrative Staff and Non-Academic and Non-Administrative Staff of the University other than the Officers of the University whenever necessary;

- (viii) to entertain and adjudicate upon and, if thought fit, to redress any grievances of the employees and students of the University;
- (ix) to appoint committees for such purpose with such powers as it may deem fit and to appoint such persons on these committees as it deems fit;
- (x) to review and approve, reject or alter recommendations made by any or all committees connected with the University;
- (xi) to approve provision of buildings, premises, furniture, fittings, equipment, appliances and other facilities required for carrying on the work of the University;
- (xii) to examine and accord final approval of building plans and award building contracts or authorize construction;
- (xiii) to administer the revenues and properties of the University and to conduct all administrative affairs of the University;
- (xiv) 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;
- (xv) to authorize the Chief Finance and Accounts Officer to receive payment of fees and other charges;
- (xvi) to arrange for the deposit of all money credited to the funds in scheduled banks or to invest them in consultation with the Finance Committee with the approval of Governing Body;
- (xvii) to examine and approve the maintenance of proper accounts and other relevant records and prepare Annual Statements of Accounts including the Balance-Sheet for every previous financial year, in such form as may be prescribed;
- (xviii) to examine and approve the Annual Budget;
- (xix) to refer all matters of policy and important financial decisions to the Governing Body and ensure that all the minutes are regularly presented in the meetings of the Governing Body for perusal and approval;
- (xx) to manage and regulate the finances, accounts, investments, movable, immovable and intellectual properties, business and all other administrative affairs of the University;
- (xxi) to execute documents, with the approval of the Governing Body, to effect conveyances, transfers, Government securities, re-conveyances, mortgages, leases, bonds, licenses and agreements in respect of property, movable, immovable or intellectual belonging to the University or to be acquired for the purposes of the University;
- (xxii) 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 payout of the funds of the University all expenses incidental to the raising of money and to repay and redeem any money borrowed;
- (xxiii) to fix emolument and travelling and other allowances of internal and external examiners, moderators and such other personnel appointed for examinations, in consultation with the Academic Council and the Finance Committee;
- (xxiv) to select an emblem and to have a common seal for the University and to provide for the custody and use of such seal;
- (xxv) to approve conferment of degrees, awards and fellow ships;
- (xxvi) to delegate all or any of its powers to any committee or subcommittee constituted by it or the Vice Chancellor of the University;
- (xxvii) to authorize the Registrar or any other officer, authority, body, committee or board to institute, conduct, defend, compound or abandon legal proceedings by or against the organization or its officers;
- (xxviii) to do all such things and acts as may be directed by the Governing Body or Chancellor in fulfillment of the objectives of the University;
- (xxix) The Chairperson of the Board of Management may, if situation so demands, take such action on behalf of the Board of Management as he deems appropriate and report it in the next meeting of the Board of Management.

#### **Meetings**

- (a) Every meeting of the Board of Management shall be held on such date and at such time and place as may be fixed by the Vice Chancellor.

- (b) Notice of an ordinary meeting of the Board of Management shall be dispatched to all members of the Board at least fourteen days before the meeting. The Agenda of the meeting shall be dispatched at least seven days in advance of the meeting.
- (c) In case of an emergency, a special meeting of the Board of Management may be called by the Vice Chancellor at a short notice.
- (d) In the absence of the Vice Chancellor in a meeting of the Board of Management, the Board shall request one of its members to act as the Chairperson.
- (e) 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 tie, the Chairperson shall have a casting vote.

#### 6. Academic Council

- (i) The Academic Council shall be the principal academic body of the University. The Academic Council shall, subject to the provisions of the Haryana Act, Statutes, Ordinances, Regulations and Rules have control over and be responsible for the maintenance of standards of education, teaching and training, inter-departmental co-ordination, research, examinations and tests within the University, co-ordinate and exercise general supervision over the academic policy of the University, exercise such other powers and perform such other duties and functions as may be prescribed or conferred upon it by the Statutes.
- (ii) The Academic Council shall consist of the following members:
  - (a) The Vice Chancellor shall be the Chairperson of the Academic Council;
  - (b) Pro Vice Chancellor (s);
  - (c) All Deans of Faculties/Schools of study of the University;
  - (d) Up to five (05) Professors/Associate Professors of the University on the basis of the seniority nominated by the Vice Chancellor;
  - (e) Up to five (05) educationists of repute from outside the University, nominated by the Chancellor;
  - (f) Up to five (05) persons of repute, nominated by the Academic Council for their specialized knowledge;
- (iii) The Registrar will be the Member Secretary of the Academic Council and shall not have voting right;
- (iv) Other Officers of the University may be invited to attend the meeting of Academic Council with the approval of the Chairperson, in order to provide inputs related to their functional domain, as a Special Invitee.
- (v) The term of office of nominated members shall be two years;

#### 7. Powers and Functions of the Academic Council:

The Academic Council shall be the principal academic body of the University and have the following additional powers and duties:

- (i) to exercise general supervision over the academic work of the University and, to give directions regarding methods of instruction, evaluation, research or improvements in academic standards;
- (ii) to prescribe courses of study leading to degrees and diplomas of the University
- (iii) to consider & approve the recommendations of the Boards of Studies on curricula for various courses and courses of studies;
- (iv) to promote research within the University and acquire reports on such research from time to time;
- (v) to consider matters of academic interest either on its own initiative or at the initiative of the Board of Management and to take proper action thereon;
- (vi) to arrange for the conduct of examinations in conformity with the Statutes and Regulations;
- (vii) to maintain proper admissions and examinations standards;
- (viii) to recognize diplomas and degrees of other universities and institutions and to determine their equivalence with the diplomas and degrees of the University;
- (ix) to suggest measure for departmental co-ordination;
- (x) to make recommendations to the Board of Management on:
  - (a) measures for improvement of standards of teaching, training and research;
  - (b) institution of Fellowships, Scholarships, Medals and Prizes;
  - (c) establishment or abolition of departments;
  - (d) to provide for any matter relating to the academic functions of the University, discipline, residence, admissions and examinations;

- (e) award of fellowship, scholarship, studentships, and fee concessions; and
- (f) requirements for attendance;
- (xi) to appoint sub-committees to advise on such specific matters as referred to it by the Board of Management;
- (xii) to appoint Standing Committee to deal with day to day matters if necessary;
- (xiii) to consider the recommendations of the sub-committees and to take such action, including the making of recommendations of the Board of Management, as the circumstances of each case may require;
- (xiv) to review periodically the activities of the Departments, and to take appropriate action, including making recommendations to the Board of Management with a view to maintaining and improving the standards of instruction;
- (xv) to exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Statutes;
- (xvi) to consider academic proposals submitted by the Faculties/Schools/Departments of the University;
- (xvii) to approve the syllabi of different courses/subjects submitted by the Board of Studies of the Faculties/Schools and to arrange for the conduct of the examinations according to the ordinances and regulations made for the purpose;
- (xviii) to approve the publication of syllabi of various courses of study along with the list of prescribed or recommended text books for subjects;
- (xix) to appoint committee(s) for admission of students in different Faculties/Schools/Departments of the University as per Admission Policy;
- (xx) to recommend to the Board of Management, the rates of remuneration and allowances related to the Examination work;
- (xxi) to approve the Academic Calendar;and
- (xxii) to delegate such of its powers to the standing committee of Academic Council /Deans/Chairpersons, as it may deem fit.

#### **8. Meeting of the Academic Council**

- (i) The Academic Council shall meet as often as may be necessary but at least twice in a calendar year;
- (ii) Two fifth of the total members of the Academic Council shall constitute the quorum for the meeting of the Academic Council;
- (iii) Any business which may be necessary for the Academic Council to perform, except such business as may be placed before its meeting, may be carried out by circulation of a resolution among all its members and the resolution circulated and approved by a simple majority shall be effective and binding as if such resolution had been passed in the meeting of the Academic Council;
- (iv) 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 tie, the Chairperson shall have a casting vote.
- (v) The Registrar would be non-voting member.

#### **9. Board of Studies of Schools**

- (i) There shall be a Board of Studies for each School.
- (ii) The Board of Studies of each school shall consist of the following members:
  - (a) The Dean of the School as Chair;
  - (b) All Professors and Associate Professors of theSchool;
  - (c) Two Assistant Professors of the School nominated by the Vice Chancellor;
  - (d) Two External Experts nominated by the Vice Chancellor.
- (iii) The period of office of nominated members shall be of two years.

#### **10. Powers & Functions of Board of Studies of Schools**

- (i) To establish and maintain appropriate academic standards of programmes including prescription of scheme(s) of examinations and syllabi within the school;
- (ii) To make recommendations to the Academic Council for introduction of new programmes and for the abolition of existing programmes within the School;
- (iii) To review and recommend to the Academic Council on Academic Regulations, Rules and Procedures governing all programmes;
- (iv) To advise the Examination Boards and Examination Panels for programmes on the implementation of regulations and approve recommendations relating to examinations;



- (v) To appoint sub-committees and working groups for the purpose of effectively discharging its duties;
- (vi) To advise the Academic Council, Governing Body or the Board of Management on any matter which may be referred to it by them respectively;
- (vii) To deal with any matter pertaining to degrees or certificates in accordance with and subject to the regulations concerning such degrees, which are in, force from time to time.

#### 11. Other Authorities

The composition, constitution, powers and functions of other authorities shall be such as may be specified from time to time by the Haryana Act, or any Statutes, Ordinances, Regulations or Rules of the University.

#### 12. Committees:

- (i) The authorities or officers of the University may constitute such Committees with such terms of reference as may be necessary for specific task to be performed by such committees.
- (ii) The constitution of such committees and their duties shall be such as may be specified from time to time by the Haryana Act, or any Statutes, Ordinances, Regulations or Rules of the University.

### CHAPTER IV – SCHOOLS OF STUDIES

#### 1. Schools of Studies

The University will include following Schools consisting of various programme of study and as established from time to time.

- a. **SCHOOL OF CREATIVITY**
- b. **SCHOOL OF EDUCATION**
- c. **SCHOOL OF ENTREPRENEURSHIP**
- d. **SCHOOL OF HEALTHCARE**
- e. **RASHTRAM SCHOOL OF PUBLIC LEADERSHIP**
- f. **Any Other School established from time to time.**

### CHAPTER V – APPOINTMENT OF ACADEMIC AND NON ACADEMIC STAFF

#### 1. Appointment of Teaching/Academic Staff of the University

- a. The appointment of teachers and academic staff shall be normally made through open selection, on the recommendations of the duly constituted Selection Committees as per the norms as provided in the Regulations;
- b. The appointment of administrative staff shall be normally made through open selection, on the recommendations of the duly constituted Selection Committee as provided in the Regulations;
- c. The recommendations of the Selection Committees shall be approved by the Authority/Officers as provided in the Regulations;
- d. The emoluments of teachers, academic and administrative staff shall be as per UGC norms or higher as provided in the Regulations;
- e. In special cases, appointment may also be made on contract, transfer, and deputation or in any other manner considered necessary and expedient.

#### 2. Qualifications for Appointment of Academic Staff

- a. Requisite Qualifications for the appointment of faculty, eligibility conditions, desired experience and categorization of posts, shall be incorporated in the regulations of the University which will be made as per section 34 of the Principal Act of 2006.
- b. The qualifications of academic staff will be as prescribed by the UGC and/or other regulatory bodies.

#### 3. Appointment of Non Academic Staff

- a. The University Selection Committee for Administrative Staff shall decide upon how many external references should be sought for appointment to a University Administrative position in various Schools/Departments of University.
- b. All external assessment will be reviewed by the Selection Committee. Where there are conflicting views of assessors on a candidate, the Chair of the Committee may seek further assessment. The Chair with the approval of the Vice Chancellor, if any, or the Registrar, may waive the requirement or external assessments on a candidate.

#### 4. Terms and Conditions of the Employment

- a. The Board of Management shall formulate policies, terms and conditions of appointment (and service) of faculty members and of other employees from time to time and with the approval of the Chancellor;
- b. A Standing Committee may be constituted by the Governing Body comprising members of Governing

Body, Vice Chancellor, Registrar, or as considered appropriate to formulate and review these policies and terms & conditions from time to time;

- c. The Standing Committee will periodically review the terms and conditions to ensure attracting and retaining the best talent at the University and submit its recommendations to the Governing Body for approval;
- d. The terms and conditions of service of each category of employees shall be governed by the provisions made in the Regulations.

#### 5. **Provident, Pension Funds and Insurance Schemes**

The University may constitute for the benefit of its employees such provident or pension funds or provide such insurance schemes as it may deem fit in consonance with the prevailing statutory norms.

### CHAPTER VI – ADMISSION AND FEE STRUCTURE OF STUDENTS

#### 1. **Admission and Fee Structure of Students**

Admission of the students will be made in accordance with the provision of the Section 35 of the Haryana Private Universities Act, 32 of 2006 as follows:

- a. Admission in the University shall be made strictly on the basis of merit;
- b. Merit for admission in the University may be determined either on the basis of marks or grades obtained in the qualifying examination and achievements in co-curricular and extra-curricular activities or on the basis of marks or grades obtained in the entrance test conducted at the state level either by an association of the universities conducting similar courses, or by any agency of the State;
- c. Provided that admission in professional and technical courses shall be made only through an entrance test. Admission of students shall be done on the basis of merit providing equal opportunity to all without any discrimination, taking into account the provisions of Section 35;
- d. Provisions for admission and enrollment of students shall be made as per Ordinances, Regulations and Rules.
- e. A minimum of 25% seats for admissions in the University shall be reserved for Students of the State of Haryana, out of which 10% seats shall be reserved for students belonging to Scheduled Castes of the State of Haryana;
- f. The number of seats in different courses/subjects shall be as approved by Academic Council of the University;
- g. The University may, from time to time, prepare fee structure for various courses and shall send it for information to the State Government, at least 30 days before the commencement of the academic session. It will comprise of:
- h. Tuition Fee: The tuition fee for students for every programme shall be prescribed by the University;
- i. Other Fees: The University shall prescribe other fees from time to time. The fee may include admission fees, examination fees, hostel fees and charges for providing other value added services to the student;
- j. As per the section 36 (2) of the principal act the fee structure for twenty-five per cent of the students who are domicile of Haryana shall be based on merit-cum means and be as follows:
  1. one-fifth of the twenty five percent shall be granted full fee concession;
  2. two-fifth of the twenty-five percent shall be granted fifty per cent fee concession;
  3. the balance two-fifth of the twenty-five per cent shall be granted twenty-five per cent fee concession.

Provided that in case of having collaboration with reputed foreign or international universities or other institution of similar nature, the Government may approve different percentage of students eligible for 100%, 50% or 25% fee concession.

#### 2. **Scholarships, Financial Aid and Fellow ships**

Students admitted to the University shall be awarded scholarships, financial aid and fellowships based on merit and their needs. Scholarships, financial aid and fellowships shall be awarded to students from the interests accrued from the scholarship and endowment funds.

#### 3. **Honorary Degrees and Distinctions**

- a. Proposal of conferring an honorary degree or Academic distinction on a distinguished personality shall be made in writing, along with his/her Bio-Data to the Academic Council
- b. On receipt of the proposal, a special meeting of the Academic Council or its Standing Committee will be called to consider the proposal;
- c. The decision of the Academic Council will be referred to the Governing Body for **recommending the same to the Visitor for the approval.**

**CHAPTER VII – CONVOCATION OF THE UNIVERSITY****1. Convocation of the University**

The Convocation of the University shall be held in every academic year in the manner as may be specified by these Statutes for conferring of Degrees, Diplomas, Certificates and other Academic Distinctions or for any other purpose.

**2. Manner of the Convocation of the University**

- a. The Vice Chancellor shall provide for the conferring of award of Degrees, Diplomas, Certificates and other Academic Distinctions at the Convocation. The Vice Chancellor shall establish a Standing Committee on Convocation, the purpose of which shall be to advise the Registrar on the discharge of the latter's duties in connection with matters pertaining to the Convocation and ceremonies related there to;
- b. The University shall normally hold the convocation at least once in a year. However, it may hold special Convocations for the award of Honorary Degrees, whenever considered necessary by the Vice Chancellor;
- c. Students participating in the Convocation ceremony shall be required to wear the attire as prescribed by the University;
- d. Academic staff and other University officials shall be invited to attend Convocation;
- e. The Governing Body will provide to the Vice Chancellor the particulars of each Honorary Degree recipient so that proper Honorary Degree apparel and citation will be available on the day they are to receive the degree;
- f. All graduates who indicate that they will attend the Convocation shall be provided with a predetermined number of reserved guest tickets, subject to availability. Extra tickets may be available only on the day of the ceremony if practicable;
- g. Students who are unable to attend the Convocation ceremony may provide a written request to the Registrar requesting their degrees to be awarded in absentia;
- h. At the Convocation ceremony, prizes and medals designated for outstanding academic and non-academic achievements may also be awarded;
- i. The Registrar shall produce the official program for convocation ceremony.

**CHAPTER VIII – ANNUAL REPORT****1. Annual Report**

- a. The University shall be self-funded through the resources generated by fees, grants, endowments, gifts and interest on investments.
- b. The Annual Report of the University shall be prepared under the direction of the Board of Management and shall include, among other matters, the steps taken by the University to fulfill its objectives and shall be submitted to the statutory Auditor appointed by the Board of Management on or before such date as may be prescribed by the Statutes, Ordinances or Regulations.

**2. Accounting Policy and Financial Procedure**

The Chief Finance and Accounts Officer shall be responsible for properly maintaining the University Accounts. The Accounts shall be audited by an Auditor appointed with the approval of Board of Management. The Annual Accounts, the Balance Sheet and the Auditor's Report shall be submitted to the Board of Management for consideration and approval. These will be included in the Annual Report of the University and submitted to the Sponsoring Body and the State Government.

**3. Settlement of Disputes**

Any dispute between the University and its officers, faculty members, other employees and student shall be resolved in accordance with the provisions made in the Regulations taking into account the Arbitration and Conciliation Act, 1996.

**CHAPTER IX – OTHER PROVISIONS****1. Subsequent Statutes**

Any additions or modifications of the Statutes shall be made by the Board of Management with the approval of the Governing Body and shall be sent to the State Government for the approval. The State Government shall consider the proposal.

**2. Creation of New Authorities of the University**

Such other Authorities as may be decided by the Board of Management shall be established for the purpose of attainment of the objectives of the University with the approval of Governing Body. The composition, powers and functions of such authorities shall be specified in the subsequent Statutes, Ordinance, Regulations or Rules of the University.

**3. Creation and Abolition of Posts**

The academic posts shall be established or abolished by the Board of Management with the approval of Governing Body on the recommendation of the Academic Council. Administrative, supervisory and other non-academic posts shall be established or abolished by the Board of Management on the proposals of the officers of the University and recommendation of the Vice Chancellor.

**4. Creation of New Departments and Abolition or Restructuring of Existing Departments**

On the recommendation of the Academic Council, establishment, integration and abolition of Departments, Centers and other constituent Institution/Colleges, etc., shall be done with the approval of the Board of Management and on obtaining the consent of the Sponsoring Body.

**5. Institution of Medals and Prizes**

Regulations for institution of medals and prizes for scholastic achievements shall be prepared by the Academic Council for the consideration and approval of the Board of Management.

**6. Withdrawal of Degrees, Diplomas etc.**

A degree, diploma, certificate or other academic distinction may be withdrawn by the University in the following circumstances: -

- b. If the candidature of the person concerned has been cancelled or result quashed in accordance with the procedure laid down in the Ordinance; OR
- c. If the candidate has misbehaved at the Convocation of the University, provided that question whether a person has misbehaved, shall be finally decided by the Vice Chancellor; OR
- d. When sufficient evidence is laid before the Academic Council showing that any person on whom a degree or diploma etc. was conferred by the University has been convicted of a serious offence directly or indirectly related with that degree or diploma the Academic Council may recommend to the Board of Management that such a degree or diploma be cancelled/withdrawn.

**7. Residual Provision**

In case of any dispute/difference of interpretation of provisions made in the Ordinances and Regulations, the decision of the Chancellor shall be final.