



WHERE GROWTH ECHOES

**THE STATUTES
OF**

**K D UNIVERSITY, MATHURA
(UTTAR PRADESH)**

**Established under Uttar Pradesh Private Universities
Act 12 of 2019 included at no. 51 in
Schedule 2**

Sr .No.	Contents of the Statute	Page No.
Statutes-1	Short Title, Scope and Commencement	3
Statutes-2	Definitions	4
Statutes-3	Seal, Flag, Anthem of the University	5
Statutes-4	Academic Calendar of the University	6
Statutes-5	Appointment, Power and Functions of Chancellor	7-8
Statutes-6	Appointment, Power and Functions of Pro-Chancellor	9
Statutes-7	Appointment, Power and Function of Vice-Chancellor	10-11
Statutes-8	Appointment, Powers and Functions of Pro-Vice-Chancellor	12
Statutes-9	Appointment, Power and Function of Registrar	13
Statutes-10	Appointment, Power and Function of Chief Executive Officer	14
Statutes-11	Appointment, Power and Function of Deans of College	15
Statutes-12	Appointment, Power and Function of Dean, Students' Welfare	16-17
Statutes-13	Appointment, Powers and Functions of Directors	18
Statutes-14	Appointment, Power and Functions of Controller of Examinations	19-20
Statutes-15	Appointment, Powers and Functions of Chief Proctor	21
Statutes-16	Appointment, Power and Functions of Finance Officer	22-23
Statutes-17	Appointment, Powers and Functions of Head of Department	24
Statutes-18	Appointment, Powers and Functions of The Dean, Academic Affairs	25
Statutes-19	Appointment, Powers And Functions Of The Dean, Research And Development	26
Statutes-20	Appointment, Powers and Functions of University Librarian	27-28
Statutes-21	Appointment, Powers and Functions of Chief Warden and Wardens	29
Statutes-22	The Sponsoring Body	30
Statutes-23	The Governing Body	31-32
Statutes-24	The Executive Council	33-34
Statutes-25	The Academic Council	35-36
Statutes-26	The Finance Committee	37-38
Statutes-27	The Planning Board	39
Statutes-28	The Research Advisory Board	40-41
Statutes-29	The Board of Faculty	42
Statutes-30	The Board of Studies	43
Statutes-31	The Admission Committee	44
Statutes-32	The Examination Committee	45
Statutes-33	University Library Committee	46
Statutes-34	Internal Quality Assurance Cell	47-48
Statutes-35	The Students' Council	49
Statutes-36	Minimum Qualification of Faculty Members	50
Statutes-37	Appointments of Faculty Members & other Non-academic Staff of the University and their Emoluments	51
Statutes-38	The Service Conditions of Employees	52
Statutes-39	Disciplinary Action against Faculty Members of the University	53-54
Statutes-40	Disciplinary Action against Non-teaching Staff of the University	55
Statutes-41	Withdrawal of Degree, Diploma, Certificate & Any Other Academic Distinction	56
Statutes-42	Maintenance of Discipline Among Students	57
Statutes-43	Establishments and Abolition of Departments, Courses and Centers	58
Statutes-44	Delegation of Powers vested in the Authorities/Officers of the University	59
Statutes-45	Conferment of Honorary Degree and other Distinctions	60
Statutes-46	Vision	61
Statutes-47	Mission	62
Statutes-48	Quality Policy	63

STATUTES - 1

SHORT TITLE, SCOPE AND COMMENCEMENT

1. These Statutes shall be known as the First Statutes of K D University, Mathura, Uttar Pradesh, 2025 framed under the Uttar Pradesh Private Universities Act, 2019 (UP Act No. 12 of 2019).
2. They shall come into force with effect from the publication by the university either through newspaper and/or by displaying it on its website.



STATUTES - 2

DEFINITIONS

In these Statutes, unless the context otherwise requires-

1. 'Act' means the Uttar Pradesh Private Universities Act, 2019 (UP Act No. 12 of 2019)
2. 'Society' means Rajiv Memorial Academic Welfare Society, K D Dental College & Hospital, Mathura Delhi National Highway # 19, Mathura (U.P.)
3. 'University' means the K D University, Mathura.
4. 'Executive Council' and 'Academic Council' mean the Executive Council and the Academic Council of the University, respectively.
5. 'Board' means the faculty Board or the Board of Studies or the Planning Board or any other Board of the University.
6. 'Chancellor', 'Pro-Chancellor', 'Vice-Chancellor' and 'Pro-Vice-Chancellor' mean the Chancellor, Pro-Chancellor, Vice-Chancellor and Pro-Vice-Chancellor of the University respectively.
7. 'Registrar' means the Registrar of the University.
8. 'Controller of Examinations' means the person who has been put in-charge to conduct the examinations of the University.
9. 'Officer' means any officer of the University as may be prescribed by the act or the statutes.
10. 'Employee' means any person duly appointed through appointment letter by the University that includes any member of staff whether academic and/or administrative.
11. "University Academic Committee" means the University Academic Committee constituted by the Vice-Chancellor to assist him in taking decisions on such Academic Matters of the University, which have to be reported to the Academic Council of the University.

STATUTES - 3

SEAL, FLAG, ANTHEM OF THE UNIVERSITY

1. There shall be a common seal to be used for the purposes of the University and the design of the seal shall be as approved by the Executive Council of the University.
2. The Executive Council of the University may design and use Flag, Anthem and other symbolic or graphical notations as deemed required time to time and are not of the nature restricted by central/ state government.



STATUTES - 4

ACADEMIC CALENDAR OF THE UNIVERSITY

1. Academic Calendar of the University shall be prepared by the Academic Council and approved by the Executive Council of the University.
2. It shall be in conformity with the guidelines issued by the state govt. and other regulatory bodies from time to time.
3. University shall display its academic calendar on its website.
4. In case of students from other countries, different academic calendar may be followed for them as may be prescribed in the ordinances.



STATUTES - 5

APPOINTMENT, POWERS AND FUNCTIONS OF CHANCELLOR

1. The Governing Body of the University shall appoint a person of eminence as the Chancellor for a period of Five Years.
2. The Chancellor shall by virtue of his office, be the head of the University and shall preside over the meetings of the Governing Body and the Annual Convocation.
3. The Governing Body shall have the right to reappoint the Chancellor for successive terms.
4. The salary of the Chancellor shall be determined subject to the provisions of the Act.
5. The Chancellor shall have the power to call for any information or document from the University for the purposes of exercising his/her powers and functions under the act.
6. The Chancellor shall have power to issue cheques and authorize payments or he/she may delegate the same to any other officer/officers or member of Finance Committee.
7. The Chancellor may delegate all or any of his powers to any authority/ officer(s) at his discretion in writing and has power to modify and recall his/her order of delegation such power.
8. Notwithstanding anything contained in the statutes, the Chancellor may discharge all or any of the functions of the University for the purposes of carrying out the provisions of the Act and Statutes, when such officer/ Authority of the University is not available.
9. Decisions taken by the Chancellor shall be reported to Governing Body for ratification.
10. The Chancellor shall be authorized to issue directions to any officer/ authority from time to time if required in the interest of the University.
11. The Chancellor shall have the right to conduct an inspection of an Institute, hostel, office, or any other establishment/part of the University and of the examination Centre himself/ herself or can direct any person or authority to do so. He/ She can order an inquiry to be made in respect of any of these establishments. He/ She can also order an inquiry to be made in respect of any matter connected with the administration and the finance of the University. The decision of conducting an inspection or in enquiry can be taken by the Chancellor himself/ herself *suo-moto* or on a representation.
12. If in the opinion of the Chancellor, the Vice-Chancellor willfully omits or refuses to carry out the provisions of the Act or abuses the powers vested in him/ her and if it appears to the Chancellor that the continuance of the Vice-Chancellor in office is detrimental to the interests of the University, the Chancellor may, after making such inquiry as he/ she deems proper, by order remove the Vice- Chancellor. In such a situation the Chancellor may appoint the Pro-Vice-Chancellor or any Director to act as Vice- Chancellor for the period until a new Vice-Chancellor is appointed as per the procedure laid down in the statutes.
13. The Chancellor shall have the power to appoint a person as Officiating Vice-Chancellor for a period of six months to be extendable by not beyond six months in case the office of Vice-Chancellor is lying vacant and it is not possible to fill in the position of a regular Vice-Chancellor by following the procedure prescribed in the act/ ordinances for appointing such Vice-Chancellor.



14. The Chancellor may create such other post of officers to perform functions as it deems necessary for the University (As per Clause d of sub-section 5 of Section 15 of the Act).
15. The Chancellor, may, by addressing in writing to the Pro-Chancellor, resign from office. The Pro-Chancellor shall within a period of fifteen days from the date of receipt of such resignation present the same before the Governing Body for its decision.



STATUTES - 6

APPOINTMENT, POWERS AND FUNCTIONS OF PRO-CHANCELLOR

1. The Pro-Chancellor shall be appointed in accordance with Section 16 of the Act for a period of Five Years and upon expiry he/she shall be eligible for reappointment.
2. The salary of the Pro-Chancellor will subject to the provisions of the Act.
3. The pro-Chancellor shall assist the Chancellor in discharging his/her day to day duties as and when required by the Chancellor and preside over the Governing Body, Executive Council and Convocation in his absence.
4. The Pro-Chancellor will perform such duties as may be assigned or delegated to him by the Chancellor.



STATUTES - 7

APPOINTMENT, POWERS AND FUNCTIONS OF VICE-CHANCELLOR

1. The Vice-Chancellor shall be appointed in accordance with Section 17 of the Act for a period of Five Years and upon expiry he/she shall be eligible for reappointment.
2. The Chancellor will constitute a search committee to recommend of panel of three names for the post of Vice-Chancellor to be submitted to the Governing Body.
3. The search committee shall comprise of following members:
 - One member nominated by sponsoring body
 - One serving or retired professor from outside the University nominated by the Governing Body
 - One member nominated by the Chancellor
4. The Governing Body shall after receipt of the recommendations of the search committee approve one name from among the panel and submit to the Chancellor for appointment of the Vice-Chancellor.
5. The Chancellor can advise the search committee for a fresh panel if none of the recommended names found suitable for the appointment of Vice-Chancellor.
6. The Chancellor shall appoint a person as Vice-Chancellor for a period of five years subject to the age of retirement being Seventy years.
7. The Vice-Chancellor shall have following powers and functions:
 - The Vice-Chancellor shall be available at and to address any meeting of any council, authority or body of the University except the Sponsoring Body and Governing Body.
 - The Vice-Chancellor shall be the principal academic and executive officer of the University and shall exercise supervision and control over the affairs of the University and give effect to the decisions and the recommendations of the Governing Body and the Executive Council of the University and shall be responsible for the maintenance of discipline in the University.
 - The Vice-Chancellor shall be responsible for holding and conducting the University examinations properly and at scheduled time and for ensuring that the results of such examinations are declared expeditiously and that the academic sessions of the University start and end on scheduled dates.
 - The Vice-Chancellor shall observe that the provisions of the Act, Ordinances, Statutes and Rules and Regulations are duly followed.
 - The Vice-Chancellor shall have the power to grant leave to any officer, faculty member, employee or the student of the University, other than the Chancellor and Pro-Chancellor and make alternate arrangements for the discharge of functions of the person on leave. Provided that the Vice-Chancellor may delegate such powers to any other officer(s) of the University.
 - The Vice-Chancellor shall have the power to convene meetings of the various

bodies/committees other than the Sponsoring Body, the Governing Body, the Finance Committee and the Planning Board.

- The Vice-Chancellor, may, by addressing in writing to the Chancellor, resign from office and his/her resignation shall be effective from the date of acceptance by the Governing Body.
- A Committee of University Academicians and Officers, called “University Academic Committee” [UAC] shall be constituted by the Vice-Chancellor to assist him in taking decisions on such Academic Matters of the University, which have to be reported to the Academic Council of the University. The Vice-Chancellor may include in this UAC, some members common with the Academic Council of the University. The Academic matters, requiring the approval of the Vice-Chancellor, may first be placed before the UAC and then to the Vice-Chancellor with the recommendations of UAC for his final approval. Subsequently the matter may be placed to The Academic Council of the University for validation of approval.



STATUTES - 8

APPOINTMENT, POWERS AND FUNCTIONS OF PRO-VICE- CHANCELLOR

1. The Vice-Chancellor shall appoint the Pro-Vice-Chancellor in conversation with the Chancellor from outside the University by calling bio-data or from among the Professors of the University for a period of three years, which can be extended for more terms.
2. In the absence of the Vice-Chancellor, the pro-Vice-Chancellor shall discharge the day to day duties of the office of the Vice-Chancellor unless otherwise directed by the Vice-Chancellor or Chancellor.



STATUTES - 9

APPOINTMENT, POWERS AND FUNCTIONS OF REGISTRAR

1. The Registrar shall be appointed by the Chancellor of the of the University.
2. The qualification, term of office, conditions of service and procedure of appointment of the Registrar shall be as may be determined by the Governing Body.
3. The Registrar shall be the whole-time officer of the University and shall be accountable to the Vice-Chancellor.
4. The Registrar shall be the custodian of all properties of the University unless otherwise provided for by the Executive Council.
5. The Registrar shall enter into agreements, sign documents, and authenticate records on behalf of the University as per the directions of the competent authority.
6. The Registrar shall be responsible for due custody of the records and the common seal of the University. He/ She shall be ex-officio Secretary of the Executive Council, the Academic Council, the Planning Board and shall be bound to place before these authorities all such information as may be necessary for the transaction of their businesses. He/ She shall perform such other duties as may be prescribed by the Statutes and Ordinances as required, from time to time, by the Executive Council or the Vice- Chancellor. He/ She shall not be entitled to vote.
7. The Registrar shall have disciplinary control over all officers and employees of the University working under him/her.
8. The Registrar will retire on attaining an age of Seventy (70) years.
9. The Registrar may resign his/ her office after giving three months' notice in advance to the Chairperson of the Executive Council through the Vice-Chancellor and shall cease to hold his/ her office on the acceptance of such resignation or on expiry of the notice period, whichever is earlier.

STATUTES - 10

APPOINTMENT, POWERS AND FUNCTIONS OF CHIEF EXECUTIVE OFFICER

1. Chief Executive Officer (CEO) will be appointed by the Chancellor of the university.
2. CEO will exercise such other powers and discharge such other functions as may be delegated to him/her by the Chancellor.



STATUTES - 11

APPOINTMENT, POWERS AND FUNCTIONS OF DEANS OF COLLEGES

1. Each constituent college of the University shall be headed by a Dean.
 2. The Dean in each constituent college shall be appointed by the Executive Council from amongst the Professors of the college and as recommended by the Vice-Chancellor.
 3. The Dean shall hold his office for a period three years or for a period as specified.
 4. The age of the retirement of the Dean will be 65 years.
 5. Provided that when the office of the Dean is vacant or when the Dean, by reason of illness or absence or any other reason, is unable to perform his duties, the duties of the office of Dean may be performed by the Associate/Assistant Dean, and if there is no Associate/ Assistant Dean by such other Dean or Professor, as the Vice-Chancellor may decide;
 6. Provided further that no person shall continue to be a Dean after he ceases to hold the post by virtue of which he was appointed to the office of Dean;
 7. The Executive Council may remove a Dean from his office, if he is found guilty of misconduct of any kind, or if he fails to perform the duties of his Office to the satisfaction of the Executive Council, and revert him to his substantive post and/ or place him under suspension till completion of an inquiry.
 8. The Dean shall have the right to be present and to speak at any of the meetings of the Board of Studies of a Department of his college.
 9. The Dean shall have the following powers, duties and responsibilities:
 - a. Shall be the head of the college;
 - b. Shall be responsible for maintenance of the standard of the teaching and research undertaken by the college;
 - c. Shall preside over the meetings of Faculty Board and shall ensure that the decisions of the Board are implemented in letter and spirit, after their approval;
 - d. Shall be responsible for bringing the academic, financial and other requirements of the college to the notice of the Vice- Chancellor; and
 - e. Shall take necessary measures for proper maintenance of libraries, laboratories and all other assets of the Departments comprising the college.
- Note:** In college having substantially higher number of students/ administrative load, the Vice-Chancellor, in consultation with the Dean of the college, may appoint a Professor/ Associate Professor as Associate/ Assistant Dean, in addition to their existing duties as teacher of the University, to strengthen the academic administration of a college.
10. The Dean shall also exercise such other powers and perform such other functions as may be decided by the Executive Council or as laid down in the Ordinances or Regulations of the University.



STATUTES - 12

APPOINTMENT, POWERS AND FUNCTIONS OF DEAN, STUDENTS' WELFARE

1. Dean Students' Welfare shall be appointed by the Vice-Chancellor, from amongst the teachers of the University not below the rank of Professor and possessing teaching experience of not less than 10 years.
2. Provided further that if at any time, there is no professor in a department, any Associate Professor authorized by the Vice-Chancellor shall exercise the powers of the Dean students' welfare.
3. The Vice-Chancellor may also appoint an Associate/Assistant Dean Students Welfare out of the Associate/Assistant Professors of the University to assist the Dean Students Welfare.
4. Provided that one such Associate/Assistant Dean Student Welfare shall be from amongst the women teachers of the University in case the Dean is a male teacher, to specially look after the welfare of the girl students.
5. The Associate/Assistant Dean shall report to the Dean of Students' Welfare.
6. The term of office of the Dean as well as Associate/Assistant Dean Students' Welfare shall be for a period three years or as specified.
7. The Dean Students' Welfare shall be responsible for:
 - a. Organizing co-curricular, cultural, social, recreational and sports activities at the University;
 - b. Development of leadership skills in the students;
 - c. Arranging medical assistance in case of emergency;
 - d. Securing monetary assistance for needy students;
 - e. Counselling and personality building;
 - f. Maintenance of peace and harmony amongst various sections of students;
 - g. Any other activity related to students' welfare; and
 - h. Perform such other duties as may be assigned by the Vice- Chancellor.
8. The Dean as well as the Associate/Assistant Dean Students Welfare may communicate with the parents and guardians, as and when necessary.
9. The Executive Council may remove the Dean Students Welfare from his office, if he is found guilty of misconduct of any kind, or if he fails to perform the duties of his Office to the satisfaction of the Executive Council, and revert him to his substantive post and/ or place him under suspension till completion of an inquiry;

Provided that the Vice-Chancellor shall be the competent to take similar action against an Associate/Assistant Dean Students Welfare.



10. The Dean of Students' may resign his office and service after giving a three-month notice and shall cease to hold his office on the acceptance of his resignation by the Vice- Chancellor or on expiry of the notice period, whichever is earlier. The requirement of the notice period may be waived off by the Vice-Chancellor at his discretion.



STATUTES - 13

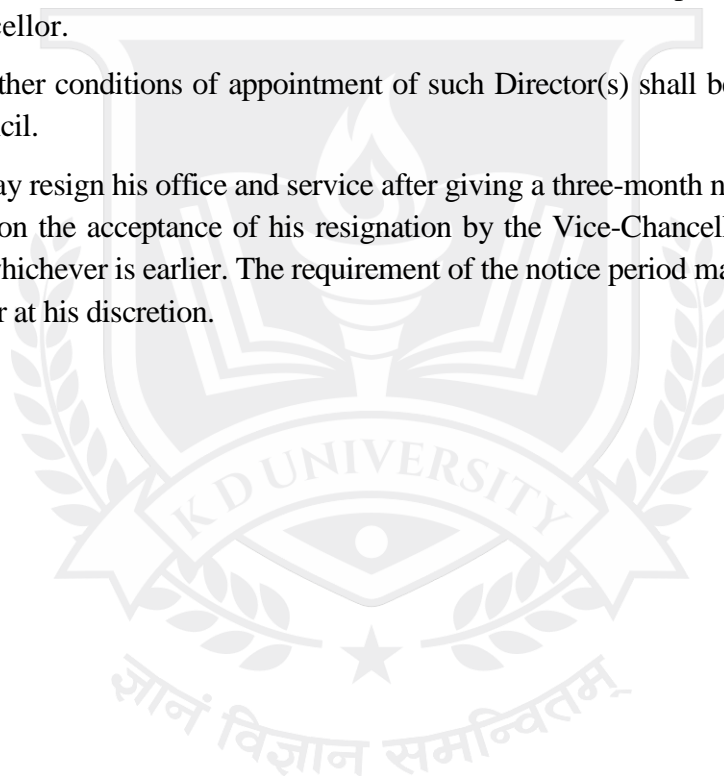
APPOINTMENT, POWERS AND FUNCTIONS OF DIRECTORS

1. To discharge diverse and specific functions at the University level, the Executive Council may appoint, on the recommendations of the Vice- Chancellor, a number of Director level senior academics/administrators from amongst the Professors/Associate Professors/ Administrators of the University;

Provided that such existing Directors, namely, Director, Internal Quality Assurance Cell (IQAC), Director, Teaching Learning Centre (TLC) and Director, Industry Integration & Knowledge Exchange Cell (IIKEC) is declared as Statutory Officers of the University, in terms of Section 14(12) of the University Act; and

Provided further that such Director(s) shall work under the direct supervision and guidance of the Vice-Chancellor.

2. The term and other conditions of appointment of such Director(s) shall be as determined by the Executive Council.
3. The Director may resign his office and service after giving a three-month notice and shall cease to hold his office on the acceptance of his resignation by the Vice-Chancellor or on expiry of the notice period, whichever is earlier. The requirement of the notice period may be waived off by the Vice-Chancellor at his discretion.



STATUTES - 14

APPOINTMENT, POWERS AND FUNCTIONS OF CONTROLLER OF EXAMINATIONS

1. The Controller of Examinations shall be a whole-time salaried officer of the University having a teaching experience of at least 10 years., at a University/ Institution of repute
2. The Controller of Examinations shall be appointed by the Executive Council on the recommendations of a duly constituted selection committee for a period of three years or as decided;

Provided that the Executive Council may appoint a teacher of the University not below the rank of Associate Professor to discharge the duties of the office of the Controller of Examination in addition to his own duties as a teacher of the University for a term of three years or as decided by the Executive Council.

3. The Selection committee for the selection of Controller of Examinations shall be constituted as under:
 - a. The Vice-Chancellor – Chairman
 - b. The Pro-Vice-Chancellor;
 - c. A nominee of the Chancellor;
 - d. One member of the Executive Council nominated by the Chancellor;
 - e. One Dean/Professor of the University nominated by the Vice-Chancellor; and
 - f. Registrar - *Ex-Officio* Secretary.

4. The age of superannuation of the Controller of Examination shall be 60 years;

Provided that in exceptional circumstances the Executive Council may extend the term of the Controller of Examination up to the age of 65 years;

5. The Controller of Examinations shall be the responsible for the smooth conduct of the examinations, declaration of results and its notification on time. He shall discharge his duties under the supervision, direction and guidance of the Vice-Chancellor.
6. The Controller of Examinations shall be the Member Secretary of the Examinations Committee and may be invited to a meeting of the Executive Council and the Academic Council as and when a matter related to examinations is under consideration.
7. The Controller of Examinations with prior approval of the Vice Chancellor shall:
 - a. Prepare and announce the calendar the examinations;
 - b. Get the examiners and moderators appointed by the Vice- chancellor from the list prepared by the Examination Committee and approved by the Academic Council;
 - c. Be responsible for getting the paper set, printing of question papers and blank answer books and their safe custody, planning and conduct of examination, assessment of answer books, consolidation-preparation and timely declaration of results, verification, revaluation, issue of certificates / degrees/ diplomas and maintenance of examination records;

STATUTES - 15

APPOINTMENT, POWERS AND FUNCTIONS OF CHIEF PROCTOR

1. The Chief Proctor shall be appointed by the Executive Council, from amongst the teachers of the University not below the rank of Associate Professor for a term of three years or a term as specified.
2. The Chief proctor shall exercise such powers and perform such duties with regards to maintenance of discipline amongst the students as may be prescribed in the Ordinances or as decided by the Vice-Chancellor from time to time.
3. The Vice-Chancellor may appoint Associate/Assistant Proctor(s), to strengthen the proctorial system, from amongst the Associate/Assistant professors of the University;
Provided that at least one female teachers of the University are appointed as Associate/ Assistant Proctor, if the Proctor is a male teacher.
4. There shall be a Proctorial Committee consisting of all the Proctors;
Provided that the Vice-Chancellor, in consultation with the Chief Proctor, may nominate a senior employee of the university to the proctorial committee for a period as may be specified. Any violation of the Students Code of Conduct and Ethics shall treat as a misconduct and shall attract penal action as decided by the Vice- Chancellor on the record of the Chief Proctor/ Proctorial Committee.
5. Any student indulging in an act of misconduct or indiscipline is liable to be suspended from the University by the Vice-Chancellor on recommendations of the Chief Proctor pending an inquiry;
Provided in exigencies of the situation, the Dean of the constituent college may issue suspension order on specific recommendation of the Chief Proctor, subject to its ratification by the Vice-Chancellor.
6. The Executive Council may remove the Chief Proctor from his office, if he is found guilty of misconduct of any kind, or if he fails to perform the duties of his Office to the satisfaction of the Executive Council, and revert him to his substantive post and/ or place him under suspension till completion of an inquiry;
Provided further that the Vice-Chancellor shall be the competent to take similar action against an Associate/Assistant Proctor.
7. The Chief Proctor may resign his office and service after giving a three-month notice and shall cease to hold his office on the acceptance of his resignation by the Vice- Chancellor or on expiry of the notice period, whichever is earlier. The requirement of the notice period may be waived off by the Vice-Chancellor at his discretion.

STATUTES - 16

APPOINTMENT, POWERS AND FUNCTIONS OF FINANCE OFFICER

1. The Finance Officer shall be a whole time salaried 'Officer of the University.
2. The Finance Officer shall be appointed by the Executive Council, on the recommendations of the Selection Committee;

Provided that the University may designate a Finance Officer, as Director Finance or Chief Finance Officer at its discretion.
3. The qualifications for appointment to the post of Finance Officer shall be a Graduate degree, preferably in Commerce, Economics or Financial Management or Chartered Accountant or equivalent, having a minimum of ten years of work experience at the level of Deputy/ Assistant Finance Officer preferably in a University or an Educational Institution of repute.
4. The Selection committee for the post of Finance Officer shall be constituted as under;
 - a. The Pro Chancellor- Chairman
 - b. The Pro-Vice-Chancellor;
 - c. One nominee of the Chancellor;
 - d. One member of the Executive Council nominated by Chancellor;
 - e. One outside expert nominated by the Vice-Chancellor; and
 - f. The Registrar-Ex-Officio Secretary.
5. The term of the Finance Officer shall be for a period of three years, renewable for additional term(s), till the age of superannuation i.e. 60 years;

Provided that in exceptional circumstances the Executive Council may extend the term of Finance Officer, up to the age of 65 years.
6. The emoluments and other terms and conditions of service of the Finance Officer shall be as decided by the University; If at any point of time and based on a complaint received against the Finance Officer, the Vice-Chancellor after thorough examination of the matter is satisfied of the veracity of the charges levelled, may place the finance Officer under suspension and appoint an inquiry committee to inquire into the alleged charges;
7. The Executive Council, based on the findings of the inquiry committee and on the recommendations of the Vice-Chancellor may remove the Finance Officer from his office;

Provided that before taking such an action, the Finance Officer shall be given an opportunity of being heard.
8. The Finance Officer may resign his office and service after giving a three-month notice and shall cease to hold his office on the acceptance of his resignation by the Vice- Chancellor or on expiry of the notice period, whichever is earlier. The requirement of the notice period may be waived off by the Vice-Chancellor at his discretion.

- 9.** When the office of the Finance Officer is vacant or if the Finance Officer on account of illness or any other reason is unable to perform the duties of his office, the duties of the office of Finance Officer shall be performed by such person as the Vice-Chancellor may decide.
- 10.** Subject to the supervision and directions of the Finance Committee, the Finance Officer shall:
- a.** Be responsible for general supervision over the funds of the University and advise the University with regards to its financial policy;
 - b.** Hold and manage the investments including those of the Trust and Endowments for furthering the objects of the University;
 - c.** Ensure that the limits fixed by the Finance Committee for recurring and non- recurring expenditure are not exceeded to and that the money is expended for the purposes to which it was granted/allotted;
 - d.** Be responsible for the preparation of annual accounts and the budget of the University for the next financial year and for their presentation to the Finance Committee;
 - e.** Keep a constant watch on the maintenance of the cash and bank balances and on the state of investments;
 - f.** Watch the progress of collection of revenue and advise on the methods of collection employed;
 - g.** Be responsible for the preparation of the financial statements and the conduct of Annual Statutory Audit by an independent statutory auditor appointed by the Trust;
 - h.** Maintain and update the registers of buildings, land and equipment and conduct of the Physical verification of the Stores and other facilities/departments and also the consumable materials;
 - i.** Call explanation for unauthorised expenditure or other financial irregularities and, after being satisfied that the expenditure incurred is unauthorised, bring the same to the notice of the Vice-Chancellor;
 - j.** Obtain from any college/Department/Centre any information or return that he may consider necessary to discharge his financial responsibilities; and
 - k.** Perform such other financial functions as may be assigned to him by the Executive Council or as may be prescribed by the Ordinances Rules and the Regulations.

STATUTES - 17

APPOINTMENT, POWERS AND FUNCTIONS OF HEAD OF DEPARTMENT

1. The Head of a Department shall be appointed by the Vice-Chancellor, from a panel of three names of the senior teachers of the Department received from the Dean of the college, for a period two years or as may be specified.
2. The Head of the Department shall preside over the meetings of the Board of Studies.
3. The Head of the Department shall exercise such other powers and discharge such other functions as laid down in the Ordinances and Regulations.
4. The Vice-Chancellor may remove the Head of the Department, if he is found guilty of misconduct of any kind, or fails to perform his duties to the satisfaction of the Vice-Chancellor and revert him to his substantive post and/ or place him under suspension till completion of an inquiry;

Provided that the Head of the Department will be heard before taking such a decision.

5. The Head of Department may resign his office and service after giving a three-month notice and shall cease to hold his office on the acceptance of his resignation by the Vice-Chancellor or on expiry of the notice period, whichever is earlier. The requirement of the notice period may be waived off by the Vice-Chancellor at his discretion.



STATUTES - 18

APPOINTMENT, POWERS AND FUNCTIONS OF THE DEAN, ACADEMIC AFFAIRS

1. The Dean, Academic Affairs shall be appointed by the Executive Council, on the recommendations of a committee constituted under the chairmanship of the Vice- Chancellor and consisting of a Chancellor's nominee and three experts nominated by the Executive Council, from within or outside the University, for a period of three years or a period as may be specified;

Provided that the Dean, Academic Affairs may be re-appointed for further term(s) as decided by the Executive Council.

2. A Professor having a minimum of 10 year of teaching experience and having sound Academic credentials, publications in indexed Journals and having at least 5 years administrative experience at the level of Dean/Director or above, will be eligible for appointment as Dean, Academic Affairs.
3. The Dean, Academic Affairs shall:
 - a. Assist the Vice-Chancellor in keeping a close watch on academic activities undertaken by the constituent college of the University;
 - b. Ensure that the decisions of the Academic Council are followed in letter and spirit
 - c. Advise the Vice-Chancellor on the updation of curriculum, in accordance with the demand of industry and at par with the one being followed by institutions of repute; and
 - d. Scrutinize the academic proposals emanating from the college before these are forwarded for consideration of the Vice- Chancellor or the Academic Council.
4. The Dean, Academic Affairs may resign his office and service after giving a three-month notice and shall cease to hold his office on the acceptance of his resignation by the Vice-Chancellor or on expiry of the notice period, whichever is earlier. The requirement of the notice period may be waived off by the Vice-Chancellor at his discretion.
5. The Vice-Chancellor, based upon a complaint received against the Dean Academic Affairs or on his own, if arrives at a conclusion that continuance of the Dean Academic Affairs is detrimental to the interests of the University, may recommend to the Executive Council the removal of the Dean Academic Affairs from his office from such date as may be specified and after giving the Dean Academic Affairs an opportunity of being heard.

STATUTES - 19

APPOINTMENT, POWERS AND FUNCTIONS OF THE DEAN, RESEARCH AND DEVELOPMENT

The Dean, Research and Development shall be appointed by the Executive Council on the recommendations of a committee appointed under the chairmanship of the Vice- Chancellor and consisting of a Chancellor's nominee and three experts nominated by the Executive Council from within or outside the University, for a period of three years or a period as may be specified;

Provided that the Dean, Research and Development shall be eligible for re-appointment for another term(s) as may be specified.

1. A professor with requisite institutional commitment and having a minimum of 10 years' of teaching experience in a reputed University/Institute with sound Academic credentials, publications in indexed Journals and having at least 5 years administrative experience at the level of Dean/Director, will be eligible for as Dean, Research and Development.
2. The Dean, Research and Development shall:
 - a. Be the ex-officio secretary of the Research Advisory Board and as such will give effect to its decisions;
 - b. Be overall in-charge of the Ph.D. programme and shall ensure that the topic of research selected has relevance to the present day requirement;
 - c. Ensure quality of research work done by the students admitted to Ph.D. programme and shall guide the younger faculty members in undertaking their own research;
 - d. Help the faculty members in formulation of research projects and submission of proposal for research grants to the Government as well as the industry; and
 - e. Mobilise funds for research.
3. The Dean, Research & Development may resign his office and service after giving a three-month notice and shall cease to hold his office on the acceptance of his resignation by the Vice-Chancellor or on expiry of the notice period, whichever is earlier. The requirement of the notice period may be waived off by the Vice-Chancellor at his discretion.
4. If the Vice-Chancellor, based upon a complaint received against the Dean Research and Development or on his own, arrives at a conclusion that continuance of the Dean research and Development is detrimental to the interests of the University, may recommend to the Executive Council the removal of the Dean research and Development from his office from such date as may be specified and after giving the Dean research and Development an opportunity of being heard.

STATUTES - 20

APPOINTMENT, POWERS AND FUNCTIONS OF UNIVERSITY LIBRARIAN

1. The University Librarian shall be a whole time salaried officer of the University having professional qualification and experience at par with that prescribed by the University Grants Commission.
2. The University Librarian shall be appointed by the Executive Council on the recommendations of a duly constituted selection committee;

Provided that the Executive Council may appoint a teacher of the University not below the rank of Professor to discharge the duties of Professor Incharge of the University Librarian, in addition to his own duties as a teacher of the University, for a term as decided by the Executive Council;

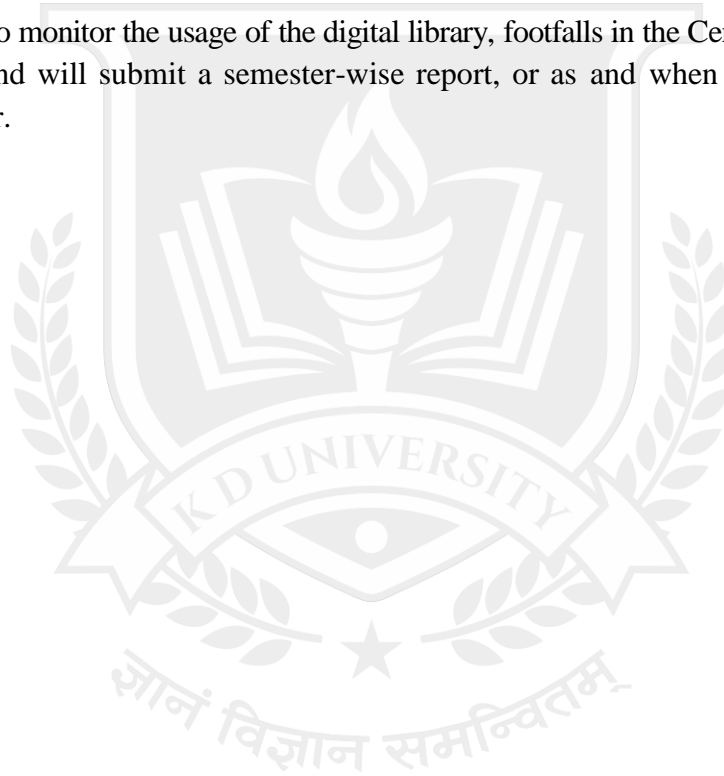
- a. Provided further that the University Librarian is declared as a Statutory Officer of the University.
- b. The Selection Committee for the selection of University Librarian shall be constituted as under:
 - The Vice-Chancellor – Chairman
 - The Pro-Vice-Chancellor;
 - A nominee of the Chancellor;
 - One member of the Executive Council nominated by the Vice-Chancellor;
 - One Dean/ Professor of the University nominated by the Vice-Chancellor; and
 - Registrar - Ex-Officio Secretary.
3. The age of superannuation of the University Librarian shall be 60 years;
Provided that in exceptional circumstances the Executive Council may extend the term of the University Librarian, up to the age of 65 years.
4. The University Librarian may resign his office and service after giving a three-month notice and shall cease to hold his office on the acceptance of his resignation by the Vice-Chancellor or on expiry of the notice period, whichever is earlier. The requirement of the notice period may be waived off by the Vice- Chancellor at his discretion.

Role and Responsibilities:

The University Librarian shall be the executive head of the library management and as such shall perform the following duties and responsibilities:

- a. He shall be the convener of the Library Committee and shall prepare the budget of the University Library and other libraries for consideration of the Library Committee.
- b. He shall monitor and control the utilization of library budget.

- c. He shall supervise and guide the library staffs, including individual librarians who shall work under his direct superintendence and control.
- d. He shall interact regularly with Deans and Head of Departments to identify their teaching and research requirements for facilitating acquisition of physical and digital resources.
- e. The University Librarian shall subscribe and disseminate information regarding online databases, books and journals available, to the academic community.
- f. He will interact with the publishers for conducting book-exhibitions, usually in the beginning of academic year, as also to plan book acquisition.
- g. He will conduct orientation programs for the first year students and newly inducted faculty members, besides providing bibliographical guidance to faculty and research scholars.
- h. He will also monitor the usage of the digital library, footfalls in the Central Library and other libraries and will submit a semester-wise report, or as and when required, to the Vice Chancellor.



STATUTES - 21

APPOINTMENT, POWERS AND FUNCTIONS OF CHIEF WARDEN AND WARDENS

1. The Chief Warden and Wardens shall be appointed by the Vice-Chancellor for a period of two/three years which can be extended for one/ more term.
2. The Chief Warden and Wardens shall exercise such other powers and discharge such other functions as may be laid down by the Ordinances and/or Regulations.



STATUTES - 22

THE SPONSORING BODY

1. The Sponsoring Body shall have powers to take decision in all such matters which have not been specifically conferred on any officer or Authority of the University.
2. The Sponsoring Body of the University shall have power to determine the limits of the financial powers of any officer, authority, teacher, or employee of the university from time to time.
3. The Sponsoring Body shall have power to mortgage the land or other assets of the University to any bank or other financial institutions for purposes of availing loan as per the provisions of the Act.
4. The members of the Sponsoring Body will be as per the Memorandum of Association of the Society.



STATUTES - 23

THE GOVERNING BODY

1. The Governing Body shall consist of following members:
 - a. The Chancellor – Chairperson – Ex-officio
 - b. The Pro-Chancellor – Ex-officio
 - c. The Vice-Chancellor – Ex-officio
 - d. One member to be nominated by the Sponsoring Body.
 - e. One eminent educationist to be nominated by the Sponsoring Body.
 - f. One member from industry/corporate to be nominated by the Sponsoring Body.
 - g. One legal expert to be nominated by the Sponsoring Body.
 - h. One financial expert to be nominated by the Sponsoring Body.
 - i. Registrar as Ex-Officio Secretary who shall have right to speak at the meeting but not the right to vote.
 - j. The Sponsoring body shall have the power to nominate up to six additional persons as members to the governing body. Provided that the number of members of the Governing body shall not be less than nine and more than fifteen.
2. The term of nominated members shall be one year.
3. The term of office of Ex-officio members shall continue so long as they hold the office by virtue of which they are members.
4. The Sponsoring Body shall have power to remove any nominated member of the Governing Body for reasons to be recorded in writing.
5. The other terms and conditions of nomination of the members to the Governing Body including their remuneration, if any, shall be determined by the Sponsoring Body from time to time and its decision thereon shall be final.
6. Meetings of the Governing Body shall be convened by the Chairperson either on his/her own initiative or on a requisition signed by not less than four members of the Governing Body.
7. Decisions on all issues considered in the meetings of the Governing Body shall be taken by majority votes of the members present and voting including the Chairperson. If the votes be equally divided, the Chairperson shall have a second chance of casting vote.
8. The Chancellor, if present, shall preside at the meetings of the Governing Body. In his/her absence, the Chancellor may nominate Pro-Chancellor or a member of the Governing Body or the members present shall elect one from amongst themselves to preside over the meeting.
9. A written notice of every meeting shall be sent by the Secretary to every member at least two weeks before the date of the meeting.

10. Provided that the Chairperson may call a special meeting of the Governing Body at short notice to consider any urgent matter.
11. The notice may be delivered either by hand or e-mail or sent by post at the address of each member as recorded in the office and if so sent, the same shall be deemed to have been duly delivered within the time when the same ought to have been delivered in the ordinary course.
12. Agenda duly approved by the Chairperson, shall be circulated by the Secretary to the members at least 10 days before the meeting except in case of emergent meeting.
13. Notices of motions for inclusion of any item on the agenda must reach the Secretary at least ten days before the meeting. The Chairperson may, however, permit inclusion of any item for which due notice has not been received.
14. The ruling of the Chairperson in regard to all the questions of procedure shall be final.
15. The minutes of the proceedings of the Governing Body shall be drawn up by the Secretary with the approval of the Chairperson and circulated to all members of the Governing Body. The minutes along with amendments, if any, shall be placed for confirmation at the next meeting of the Governing Body. After the minutes are confirmed and signed by the Chairperson, the same shall be recorded in a book of minutes which shall be kept open for inspection during office hours by the members of the Governing Body.
16. If a member of the Governing Body fails to attend three consecutive meetings without due notice, he/she shall cease to be a member of the Governing Body unless the Chairperson desires otherwise.
17. The Governing Body may, in accordance with the provisions of Clause (d) to Sub-Section (3) of Section 24 of the Act, create such other posts of officers, faculty members and employees of the University to perform such functions as it deems necessary.
18. The quorum of the meeting of the Governing Body shall be minimum 50 per cent of the total members.

STATUTES - 24

THE EXECUTIVE COUNCIL

1. The Executive Council shall meet as often as may be necessary but not less than twice during an academic year.
2. The constitution of the Executive Council shall be such as prescribed in the Act which is follows:
 - a. Vice-Chancellor – Chairperson
 - b. Three members to be nominated by the Governing Body
 - c. Two eminent educationists to be nominated the President/Chancellor
 - d. One officer of the State Government not below the rank of Joint Secretary to the Government of Uttar Pradesh
 - e. One educationist not below the rank of Associate Professor from a panel of three names to be approved by the State Government, for which the University shall submit a list of three names of eminent educationists
 - f. One Professor and One Associate Professor of the University on rotation basis for a period of one year to be nominated by the Vice-Chancellor in consultation with the Chancellor
 - g. The Registrar- Ex-Officio Member Secretary
 - h. The finance Officer shall have the right to speak in and otherwise to take part in the proceedings of the Executive Council but shall not be entitled to vote.
3. Meetings of the Executive Council shall be convened by the Vice-Chancellor suo-moto or on a requisition signed by not less than four members of the Executive Council.
4. A written notice of every meeting shall be sent by the Secretary to every member of the Executive Council at least two weeks before the date of the meeting. The notice shall state the place, date and time of the meeting;
Provided that the Chairperson may call a special meeting of the Executive Council at short notice to consider urgent/ special matters.
5. The notice may be delivered either by email or by hand or sent by registered post at the address of each member as recorded in the office and if so sent, the same shall be deemed to have been duly delivered within the time when it ought to have been delivered in the ordinary course.
6. Agenda shall be circulated by the Secretary to the members at least one week before the meeting. Requests for inclusion of any item on the agenda must reach the Registrar at least 10 days before the meeting. The Chairperson may, however, permit inclusion of any item for which due notice has not been received.
7. The ruling of the Chairperson in regard to all questions of procedure shall be final.
8. The minutes of the proceedings of the meetings of the Executive Council shall be drawn up by the Registrar with the approval of the Chairperson and circulated to all members of the Executive Council. The minutes along with amendments, if any, shall be placed for confirmation at the next meeting of the Executive Council. After the minutes are confirmed and signed by the Chairperson, the same shall be recorded in a book of minutes which shall be kept open for inspection during the office hours by the members of the Executive Council.

9. The minutes of the Executive Council shall be placed before the Governing Body for approval.
10. If a member of the Executive Council fails to attend three consecutive meetings without due notice, he/she shall cease to be a member of the Executive Council, unless the Chairperson desires otherwise.
11. Excluding Professor and Associate Professor, the term of the non-ex-officio member of the Executive Council shall be three years.
12. Subject to the provisions of the act of the University, the Executive Council shall have the following powers, namely: —
 - a. To hold and control the property and funds of the University;
 - b. To acquire any movable or immovable property on behalf of the University;
 - c. To make, amend or repeal Statutes and Ordinances;
 - d. To administer any funds placed at the disposal of the University for specific purposes;
 - e. To approve the budget of the University;
 - f. To institute scholarships, fellowships, bursaries, medals and other rewards in accordance with the Statutes and Ordinances;
 - g. To appoint Registrar, officers, teachers and employees of the University and define the duties and conditions of their service;
 - h. To fix the honorarium, emoluments, traveling and other allowances of the examiners;
 - i. To direct the form and use of the common seal of the University;
 - j. To regulate and enforce discipline among members of the teaching, administrative and other staff of the University in accordance with the Statutes and Ordinances;
 - k. To manage and regulate the finances, accounts, investments, property and all other administrative affairs of the University;
 - l. To invest any money belonging to the University including endowed property;
 - m. To provide the buildings, premises, furniture, equipments, apparatus and other means needed for carrying on the work of the University;
 - n. To enter into, vary, carry out, and cancel contract on behalf of the University;
 - o. To regulate and determine all other matters concerning the University in accordance with this Act, the Statutes, the Ordinances and the Regulations.
 - p. To Perform such other functions as may be prescribed.
13. The Executive Council may delegate such of its powers to the Chancellor, Pro-Chancellor and Vice-Chancellor or Pro Vice-Chancellor, as it may deem appropriate. However, the decisions taken under delegated powers shall be reported and ratified to the Executive Council in its next meeting.

STATUTES - 25

THE ACADEMIC COUNCIL

1. The Academic Council shall consist of the following members, namely-
 - a. The Vice-Chancellor-Ex-Officio Chairperson
 - b. The Pro-Vice-Chancellor-Ex-Officio
 - c. All Deans -Ex-Officio
 - d. Professor/Associate Professor from the constituent colleges – (Atleast 8 members).
 - e. Two distinguished academicians from outside the University to be nominated by the Chancellor
 - f. The Registrar – Secretary - Ex-Officio
2. The term of office of the ex-officio members shall continue so long as they hold the office by virtue of which they are members. All members of the Academic Council, other than the ex-officio members, shall hold office for a term of three years.
3. The procedure for the meetings of the Academic Council shall be as follows:
 - a. The Academic Council shall meet as often as may be necessary but not less than two times during an academic year. Meetings of the Academic Council shall be convened by the Chairperson either suo-moto or on a requisition signed by not less than 20% members of the Academic Council.
 - b. A written notice of every meeting shall be sent by the Secretary to every member at least two weeks before the date of the meeting;
Provided that the Chairperson may call a special meeting of the Academic Council at short notice to consider urgent matters.
 - c. Agenda shall be circulated by Secretary to the members at least one week before the meeting in consultation with the Chairperson of the Academic Council.
 - d. All questions considered at the meetings of the Academic Council shall be decided by a majority of the votes of the members present and voting including the Chairperson. If the votes be equally divided, the Chairperson shall have a second or casting vote.
4. In emergent cases, the Chairperson of the Academic Council may exercise the powers of the Academic Council. In case, the Chairperson exercises any of the powers of the Academic Council, the members shall be informed through email, ex-post facto, and such decision of the Chairperson shall be placed at the next meeting of the Academic Council for its ratification.
5. The minutes of the proceedings of the meetings of the Academic Council shall be drawn up by the Registrar with the approval of the Chairperson and circulated to all members of the Academic Council. The minutes along with amendments, if any, shall be placed for confirmation at the next meeting of the Academic Council. After the minutes are confirmed and signed by the Chairperson, they shall be recorded in a book of minutes which shall be kept open for inspection during the office hours by the members of the Academic Council.
6. The recommendations of the Academic Council shall be placed before the Executive Council for its decision.
7. Subject to the provisions of the Act, the Academic Council shall, in addition to all other powers vested in it, have the following powers and functions-

- a. To approve the academic calendar of the university.
 - b. To approve syllabus, course content, examination pattern evaluation scheme etc. for various academic programmes.
 - c. To approve introduction of new programmes/courses and/or increase in intake in existing programmes/courses.
 - d. To approve the proposals submitted by the Board of Studies of various Departments and Board of Faculties of constituent colleges of the University.
 - e. To approve the constitution and minutes of meeting of admission committee.
 - f. To note the appointments of various officers of the university.
 - g. To recommend to the Executive Council the recognition of degrees, diplomas and certificate of other Universities and institutions and to determine their equivalent degree, diplomas and certificate of the University.
 - h. To exercise general supervision over the academic policies of the University and to give directions regarding methods of instruction, co-ordination of teaching among departments evaluation of research and improvement of academic standards;
 - i. To approve the arrangements for the conduct of examinations in conformity with the act of the University;
 - j. To take a periodical review of the academic activities of the departments and to take appropriate action to maintain and improve the quality of education;
 - k. To note and approve the activities conducted by IQAC time to time.
 - l. To exercise such other powers and to perform such other duties, as may be conferred or imposed upon it by the rules of the University.
8. The quorum of the meeting of the Academic Council shall be minimum 50 per cent of the total members.

STATUTES - 26

THE FINANCE COMMITTEE

1. The Finance Committee shall consist of the following:
 - a. The Chairperson shall be nominated by the Sponsoring body.
 - b. The Vice-Chancellor-Ex-Officio
 - c. One Member nominated by the Governing Body.
 - d. One Member nominated by the Executive Council
 - e. The Pro-Vice-Chancellor-Ex-Officio
 - f. One Financial Expert nominated by the Sponsoring Body
 - g. The Finance Officer-Ex-Officio Secretary.
 - h. Any special invitees whom the Finance Committee deems fit.
2. The term of office of ex-officio members shall continue so long they hold the office by virtue of which they are members. The term of office of a nominated member shall be three years.
3. Four members of the Finance Committee including the Chairperson shall form a quorum for a meeting of the Finance Committee.
4. In the event of absence of the Chairperson, a member chosen from among the present members shall preside over the meeting.
5. The procedure for the meetings of the Finance Committee shall be as follows:
 - a. The Finance Committee shall meet as often as may be necessary but not less than two times during an academic year. Meetings of the Finance Committee shall be convened by the Chairperson either on his/her own initiative or on a requisition signed by not less than three members of the Finance Committee.
 - b. A written notice of every meeting shall be sent by the Finance Officer to every member at least two weeks before the date of the meeting;
Provided that the Chairperson may call a special meeting of the Finance Committee at short notice to consider urgent matters.
 - c. Agenda shall be circulated by the Secretary, in consultation with the Chairperson of the Finance Committee, to the members at least one week before the meeting.
 - d. All questions considered at the meetings of the Finance Committee shall be decided by a majority of the votes of the members present and voting including the Chairperson. If the votes be equally divided, the Chairperson shall have a second or casting vote.
6. In emergent cases, the Chairperson of the Finance Committee may exercise the powers of the Finance Committee. In case, the Chairperson exercises any of the powers of the Finance Committee and such decision shall be placed at the next meeting of the Finance Committee for its ratification.
7. The Finance Committee shall have the following powers and functions:

- a. To examine and recommend the annual budget of the University.
 - b. To examine and recommend the budget for any purchase or construction exceeding the amount specified by the Sponsoring Body.
 - c. To give its views on any financial matter solicited from it by any officer or authority of the University.
8. Provided that every recommendation of the Finance Committee shall be placed before the Executive Council for its decision.



STATUTES - 27

THE PLANNING BOARD

1. The Planning Board shall consist of the following:
 - a. The Chairperson shall be a nominee of the Sponsoring Body
 - b. Vice Chancellor - Ex-Officio
 - c. Pro Vice Chancellor -Ex-officio
 - d. One Architect/Engineer to be nominated by the Chancellor
 - e. Such other persons from whom planning board needs any assistance from.
 - f. The Finance Officer -Ex-Officio
 - g. The Registrar -Ex-Officio- Secretary
2. The term of office of an Ex-Officio member shall continue so long as he/she holds the office by virtue of which he/she is a member. The term of nominated members shall be three Years.
3. The Planning Board shall advise the Executive Council to ensure that the 'necessary infrastructure and academic support systems are available to the University as per the norms of the Regulatory Bodies;

Provided that the Planning Board shall provide the estimate of the expenditure likely to be incurred for such infrastructure or the Academic Support systems together with its advice tendered to the Executive Council through finance committee.
4. The Planning Board shall meet as and when needed and be free to adopt its own procedure for such meetings.
5. The quorum of the meeting of the Planning Board shall be minimum 50 per cent of the total members.

STATUTES - 28

THE RESEARCH ADVISORY BOARD

1. The Research Advisory Board shall be constituted as under:
 - a. The Vice-Chancellor- Chairman
 - b. The Pro-Vice-Chancellor;
 - c. Dean, Academic Affairs;
 - d. Two Deans of constituent college nominated by the Vice-Chancellor;
 - e. Out-side experts, not exceeding five, nominated by the Chancellor;
 - f. The Vice-Chancellor may co-opt one distinguished Scientist/ Professor from within or outside to any meeting of the Research Advisory Board, as and when necessary; and
 - g. Dean, Research and Development - Member Secretary.
2. All the members of the Research Advisory Board, other than the ex- officio members, shall hold membership for a term of two years.
3. The Research Advisory Board shall meet as often as may be necessary but atleast once during an academic year. The Board may devise its own procedure for the conduct of the meetings.
4. The Research Advisory Board shall be the principal research body of the University and shall provide the larger holistic vision, the research to be undertaken, including prioritization of the research areas.
5. The Board will develop and house other knowledge capabilities that may include referral and participatory networks of scholars and industry experts.
6. The Board may select e-resources such as e-journals, e-books, on- line lectures reference material and reference websites for students and faculty.
7. The Board, shall develop, sustain and manage:
 - a. incubation/Innovation Centre, basic workshop for entrepreneurs;
 - b. develop business models and field test products and services; and
 - c. development of start-up ventures.
8. The Board shall advise the Deans of constituent college in matters relating to industry sponsored research and consultancy, as also in facilitating the faculty in procuring equipment necessary to conduct research / consultancy work, recruitment of project staff.
9. The Board shall suggest necessary steps to improve the quality benchmark in the matter of research; as also filing of research patents and registration of designs. It will also work towards protection of IPRs and its awareness.
10. The Board shall monitor the quality of research publications as also shall provide guidance for submission of research proposals for funding by external agencies.

11. The Board shall oversee all the issues related to bio-safety and ethics and help the Deans develop necessary safeguards against scientific misconduct and plagiarism.
12. The Deans shall report every matter relating to plagiarism and scientific misconduct to the Board which will, after due consideration, make necessary recommendations to the competent authorities for appropriate penal action.
13. The recommendations made by the Research Advisory Board shall be reported to the Academic Council for approval.



STATUTES - 29

THE BOARD OF FACULTY

1. The Faculty Board of each of the constituent college shall be constituted as under:
 - a. The Dean - Chairman;
 - b. All the Heads of the Departments;
 - c. All the Professors of the college;

Provided that if there is no Professor in a Department, the senior most Associate Professor shall be the member of the Faculty Board;

Provided further that the Department having no Associate professor as well, an Assistant Professor may represent the Department till appointment of a Professor/Associate Professor;
 - d. Two outside experts nominated by the Vice-Chancellor;
 - e. Special Invitees may be invited to the Faculty Board meetings, with the prior approval of the Vice-Chancellor. However, the Special invitee shall not have any voting right.
2. Powers & Functions of the Faculty Board:
 - a. The Faculty Board shall control and guide the Academic, Research and other activities of the various Departments of the college and shall:
 - Consider and approve the decisions taken by the Board of Studies of a Department;
 - Approve the names of the examiners in each subject recommended by the Board of Studies of a Department; and
 - Consider and approve the research proposals received from the Department before their submission to the Research Advisory Board.
 - b. In case it is not possible to convene the meeting of the Faculty Board for any reason, the Dean of the college shall have emergency powers to take a decision on behalf of the Faculty Board.
 - c. All the emergent decisions taken by the Dean shall be placed before the next meeting of the Faculty Board for ratification.

STATUTES - 30

THE BOARD OF STUDIES

1. The Board of Studies shall normally be constituted for each of the Departments of a constituent college;

Provided the Dean of the college, with the approval of the Vice- Chancellor may club one or more than one Department to constitute their Board of Study.

2. The Board of Studies shall comprise as under:

- a. The Head of Department- Chairman;

Provided that if the Board has been constituted by clubbing more than one Department, the senior-most Head of the Department or the senior-most Professor/Associate Professor/Assistant Professor shall be nominated as Chairman of the Board of Studies by the Dean of the college.

- b. Three members of the faculty, one each from the categories of Professor, Associate Professor and Assistant Professor of the Department;

Provided that the teachers involved in designing a particular course shall also be the special invitee to the meeting;

Provided further that if the number of teachers in a Department or the departments clubbed together to form the Board of Studies is less than seven (7), the Vice-Chancellor may nominate all the teachers of such Departments as the member of Board of Studies.

- c. Two experts from another University/Institution, nominated by Head with the approval of the Vice- Chancellor.

3. The Board of Studies shall be authorised to: -

- a. Examine and approve the course structure, credit details and the syllabi of each and every course proposed to be offered by the Department;
- b. Propose names of the examiners both internal and external;
- c. Ensure quality of teaching and research undertaken by the Department; and
- d. Make suitable recommendations on any other matter referred to it by an Authorities or Officer of the University.

4. All the decisions of the Board of Studies shall be placed before the Board of Faculty of the college for placing them with its recommendations in the Academic Council for approval.

STATUTES - 31

THE ADMISSION COMMITTEE

1. The Admission Committee shall be constituted as under:
 - a. The Vice-Chancellor - Chairman;
 - b. The Pro-Vice-Chancellor;
 - c. The Registrar;
 - d. Dean Academic Affairs;
 - e. All the Deans of constituent college;
 - f. Finance Officer;
 - g. Head, International Relations Division; if any;
 - h. Three faculty members nominated by the Vice-Chancellor;
 - i. Any other official of the University co-opted by the Vice-Chancellor; and
 - j. Head of the Admission Cell - Member Secretary.
2. The Admission Committee may appoint such other sub-committee(s) as it may deem necessary.
3. Subject to the superintendence of the Academic Council, the Admission Committee shall lay down the minimum qualification, number of seats and the Fees to be charged for each of the programme of study and also the date(s) of the commencement and the admission process;
Provided that in Council based courses, the decision of the Council concerned shall be final and binding.
4. The admission made each academic year shall be reported to the Academic Council.

STATUTES - 32

THE EXAMINATION COMMITTEE

1. The Examination Committee shall be constituted as under:

- a. The Vice Chancellor – Chairman
- b. The Pro-Vice-Chancellor;
- c. The Registrar;
- d. All the Deans of constituent colleges;
- e. Dean Academic affairs;
- f. Three members nominated by the Vice-Chancellor;
- g. The Controller of Examinations - Member-Secretary;

Provided that any Deputy Controller or an Assistant Controller of examinations appointed by the University shall have the right to attend the meetings and express their opinion, however they will not be eligible to vote.

2. The Committee shall ensure smooth and fair conduct of all examinations of the University, including moderation and tabulation of the results.
3. It shall scrutinize and recommend to the Academic Council the names of examiners received from college, for approval.
4. It shall also ensure maintenance of high quality of the question bank and its availability to the students.
5. The Committee shall be authorised to take action, including debarment, in case any student found guilty of using unfair means at any examination; it may also take action against any paper setter, examiner, moderator or any other person connected with the conduct of an examination, found indulging in any malpractice.
6. The Examination Committee shall review and analyse the results of examinations and submit its report to the Academic Council with its recommendations, if any, with regard to the improvement in the examination system.
7. The Committee shall also get an audit conducted and make suitable recommendations to the Academic Council on the action proposed to be taken on the findings of such audit.
8. The Examination Committee may appoint such other sub- committee(s) as it may deems fit, and may delegate to any one or more persons or sub-committees the powers for fair conduct of examination(s).
9. The quorum of the meeting shall be one third of the total strength of the Examination Committee. The Committee shall have at least two meetings, in an Academic Year.

STATUTES - 33

UNIVERSITY LIBRARY COMMITTEE

To ensure that the University Library functions in a robust manner, in the best interest of student community and the other stakeholders, it is important that a University Library Committee is duly constituted as under:

1. There shall be a University Library Committee consisting of the following Members, namely:

Details	Status
Vice Chancellor	Chairperson
Deans of Constituent Colleges	Member(s)
Dean Student Welfare	Member
Advisor/Director Learning Resource Center (LRC)	Member
One IQAC Member	Member
One Final year student of PG programme (nominated by the Vice Chancellor)	Member
One Final year student of UG programme (nominated by the Vice Chancellor)	Member
Special Invitee(s) nominated by the Vice Chancellor	Special Invitee(s)
University Librarian	Member Secretary

2. The term of the Members of the Committee, other than the ex-officio, members, shall be a calendar year.
3. The Committee shall:
 - a. Exercise general supervision over the University Central Library, and all the other libraries of the University;
 - b. Frame policy for the management and use of the libraries subject to the approval of the Academic Council;
 - c. Assess the requirements of the Library and other Libraries, and allocate funds to various Departments for submission to and approval by the Authorities concerned;
 - d. Submit to the Academic Council an Annual Report in respect of the working of all the libraries of the University;
 - e. Formulate and administer proposals concerning the development of libraries of the University; and
 - f. Recommend to the Executive Council the creation of any new post in the Libraries.
4. The Committee shall meet at least twice in a year.
5. One-third of the total number of members shall constitute the quorum for a meeting.

The Convener, University Librarian, shall issue a Notice convening the meeting and a copy of the Agenda at least seven days before each Meeting. In case of the Extra- Ordinary Meetings, the notice and agenda has to be sent at least 24 hours in advance.

STATUTES - 34

INTERNAL QUALITY ASSURANCE CELL

1. The University shall constitute an Internal Quality Assurance Cell consisting of the following members:
 - a. The Vice-Chancellor- Chairman
 - b. The Pro-Vice-Chancellor ;
 - c. The Registrar;
 - d. Dean, Academic Affairs;
 - e. Deans of all the constituent colleges;
 - f. Dean of Students' Welfare;
 - g. Controller of Examinations;
 - h. One member from industry/ employers to be nominated by the Chancellor;
 - i. Two experts nominated by the Chancellor;
 - j. Up to five faculty members to be nominated by the Vice- Chancellor;
 - k. Three students/ alumni nominated by the Vice-Chancellor;
 - l. Senior Administrative Official(s) nominated by the Vice-Chancellor; and
 - m. Director, IQAC - Convener
2. It shall be ensured that there are at least five-woman members nominated under various categories.
3. Role and functions of the IQAC:
 - a. Development and application of quality benchmarks/parameters for various academic and administrative activities of the University.
 - b. Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt required knowledge and technology for participatory teaching and learning process.
 - c. Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes and analysis thereof.
 - d. Dissemination of information on various quality parameters of higher education.
 - e. Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
 - f. Documentation of the various programmes/activities leading to quality improvement.

STATUTES - 35

THE STUDENTS' COUNCIL

1. The Students Council shall be constituted each Academic year as below:
 - a. The Dean of Students' Welfare – Chairperson;
 - b. One student representative from each of the constituent colleges nominated by the Dean on merit provided that the college having more than 500 students, may nominate one additional student for every block of 500 students or a fraction thereof;
 - c. Five students to be nominated by the Vice-Chancellor on the recommendations of the Dean of Students' Welfare, keeping in view their participation and involvement in sports, co- curricular and extra-curricular activities;
 - d. Provided that no student shall be nominated more than twice during the entire period of his studies in the university.
 - e. Associate/ Assistant Dean Students' Welfare – Member Secretary;
2. A student shall be nominated to the Students' Council only if:
 - a. He has a minimum of 75 per cent attendance in all courses taken by him during the previous semester(s), except those who are in the first semester;
 - b. He must not have any backlog, i.e., he must have successfully completed all the courses in the previous semester;
 - c. He must not have any fee arrears; and
 - d. His conduct in the University must have been exemplary and he must not have been subjected to any disciplinary action.
3. The Council shall meet at least twice in an academic year and shall recommend to the appropriate authorities on matters related with students' welfare and other matters of importance to them with regards to the cultural, social and recreational interests of students.
4. Any student of the University may bring up any matter concerning the students welfare before the Students' Council, however he will be required to submit his proposal to the Chairman of the Council at least two weeks before the date of the meeting and if permitted by the Chairman, shall have the right to participate in discussions in the meeting when the said matter is taken up for consideration.

STATUTES - 36

MINIMUM QUALIFICATION OF FACULTY MEMBERS

The minimum eligibility for appointment and career advancement of faculty members and other non-academic teaching staff in the University shall be as prescribed by the Academic Council in conformity with the guidelines of the relevant Regulatory Bodies.



STATUTES - 37

APPOINTMENTS OF FACULTY MEMBERS & OTHER NON-ACADEMIC STAFF OF THE UNIVERSITY AND THEIR EMOLUMENTS

1. All regular appointments of faculty members and Librarian/ Deputy Librarian/ Asst. Librarian (herein after referred as faculty member) shall be made on the recommendation of a duly constituted Selection Committee. The Selection Committee for faculty members will comprise of the following:
 - a. The Vice-Chancellor – Chairperson
 - b. Pro-Vice-Chancellor
 - c. One nominee of the Chancellor
 - d. 2/3 subject experts to be nominated by the Vice-Chancellor in consultation with the Chancellor
 - e. Head of the concerned Department (Only for the selection of Associate/ Assistant Professor, Demonstrators, Tutors, Residents etc.)
 - f. Dean/ Director/ Principal
 - g. Registrar- Ex-Officio Non-member Secretary
2. Appointment of other academic and administrative staff and Ad-hoc appointment of faculty members shall be made on the recommendation of a duly constituted Selection Committee as prescribed in the Ordinances.
3. Recommendations of Selection Committees will be placed before the Executive Council for its approval. Provided that in case the Executive Council disagrees with the recommendations of the selection committee, the matter shall be referred to the Chancellor for decision.
4. Teaching positions shall be advertised in at least two leading National Dailies and the University Website as per the norms prescribed by the UGC/ Regulatory Body for wide circulation at least fifteen days before the last date for application.
5. The salary and allowances shall be paid to the teachers and employees online into their bank accounts.

STATUTES - 38

THE SERVICE CONDITIONS OF EMPLOYEES

1. Every faculty member, salaried officer and such other employees as are mentioned in the Statutes shall be appointed under a written agreement on such terms and conditions as may be agreed to the university and the appointee which shall be lodged with the University and a copy thereof shall be furnished to the officer, faculty members or employee concerned.
2. Subject to the conditions laid down in the Ordinances No. 21, the terms and conditions of service shall be made in the form of service rules and as approved by the Executive council. It would cover all the conditions as would be applicable to an employee and would generally include, but not be restricted to following –
 - a. Recruitment norms
 - b. Pay & Allowances
 - c. Travel Rules.
 - d. Leave Rules
 - e. Policy on Loans and Advances
 - f. Appraisal and Career progression
 - g. Ethics policy and code of conduct
 - h. Policy to deal with sexual harassment at work places
 - i. Discipline Policy
 - j. Gratuity, Employee Provident Fund
 - k. Honorarium Rates and Rules

STATUTES - 39

DISCIPLINARY ACTION AGAINST FACULTY MEMBERS OF THE UNIVERSITY

1. A faculty member of the University shall at all times maintain absolute integrity and devotion to duty and shall observe the Code of Professional Ethics & Service Rules/Regulations, which shall form part of the agreement to be signed by the faculty members at the time of appointment.
2. A breach of any of the provisions of the Code of Professional Ethics, Service Rules/Regulations and Defined Roles/ duties of the University shall be deemed to be misconduct.
3. A faculty member of the University may be removed or his/her services may be terminated on one or more of the following grounds:
 - a. Willful neglect of duty;
 - b. Misconduct;
 - c. Breach of any of the terms of contract of service;
 - d. Dishonestly connected with University Examination;
 - e. Scandalous conduct or conviction for an offence involving moral turpitude;
 - f. Physical or mental unfitness;
 - g. Incompetence;
 - h. Abolition of the post;
 - i. Intoxication/Addiction with alcohol, abusive drugs etc;
4. No order of dismissal, removal or termination of the services of a faculty member of the University on any ground except in the case of a conviction for an offence involving moral turpitude or of abolition of post, shall be passed unless a charge has been framed against the faculty member and communicated to him/her with a statement of the grounds on which it is proposed to take action and he/she has been given adequate opportunity of hearing.
 - a. of submitting a written statement of his/her defence;
 - b. of being heard in person, if he/she so chooses; and
 - c. of calling and examining such witnesses in his/her defence as he/she may wish. Provided that the Executive Council or an officer authorized by it to conduct the enquiry may, for sufficient reasons to be recorded in writing, refuse to call any witness.
5. The Executive Council may, at any time ordinarily within two months from the date of the inquiry Officer's report, pass a resolution dismissing or removing the concerned faculty member from service or terminating his/her services mentioning the ground of such dismissal, removal or termination.
6. The resolution shall forthwith be communicated to the faculty member concerned.



7. The Executive Council may, instead of dismissing, removing or terminating the services of the faculty member, pass a resolution inflicting a lesser punishment by reducing the pay of the faculty member for a specified period not exceeding three years and/or by stopping increments of his/her salary for a specified period.
8. A faculty member of the University shall be deemed to have been placed under suspension:
 - a. With effect from the date of his/her conviction, if in the event of a conviction for an offence, he/she is sentenced to a term of imprisonment by court exceeding forty-eight hours and is not forthwith dismissed or removed consequent to such conviction.
 - b. In any other case, for the duration of his/her detention if he/she is detained in custody of police custody/judicial custody, whether the detention is for any criminal charge or otherwise.



STATUTES - 40

DISCIPLINARY ACTION AGAINST NON-TEACHING STAFF OF THE UNIVERSITY

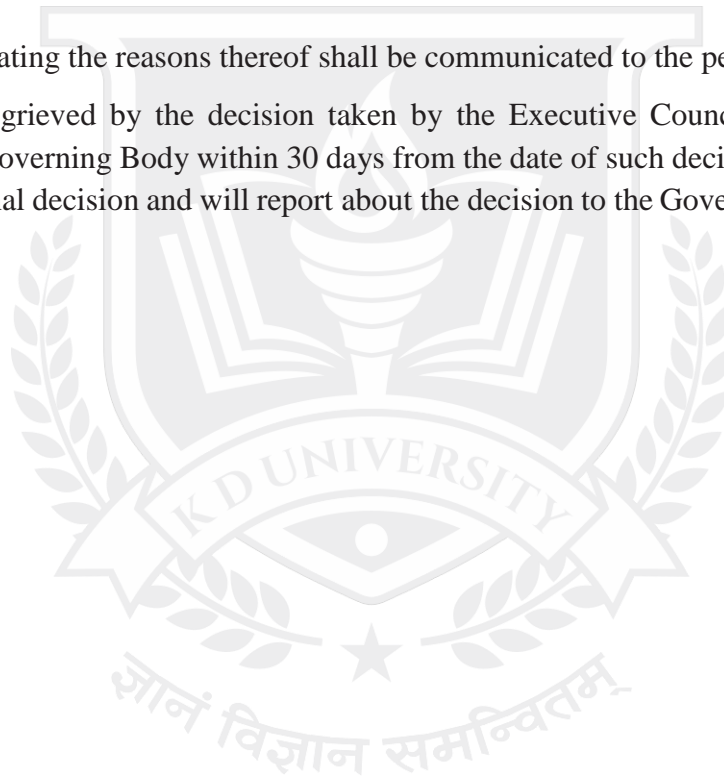
1. Beyond the term and conditions mentioned in appointment letter if there is an allegation of misconduct against an employee, the Vice- Chancellor shall constitute an inquiry committee for the purpose. The Vice- Chancellor may, if he/she thinks fit, by order in writing, place the employee under suspension.
2. Based on the report of inquiry committee, the Vice-Chancellor may decide course of action including suspension depending on the severity of the misconduct, for taking action to the extent of termination of services of the employee concerned.
3. No employee shall be removed until he/she has been given a reasonable opportunity to show cause against the action proposed to be taken in regard to him/her.
4. The removal of an employee shall take effect from the date on which the order of removal is made and all dues should be made cleared till such date.
5. Notwithstanding anything contained in the terms of his/her contract of service or of his/her appointment, an employee of the University, other than a faculty member, may be removed by the authority which is competent to appoint the employee if:
 - a. He/she is of unsound mind;
 - b. He/she is an undercharged insolvent;
 - c. He/she has been convicted by a court of law of any criminal offence or an offence involving moral turpitude and;
 - d. He/she is otherwise guilty of misconduct;

Provided that no employee of the University shall be removed unless resolution to that effect is passed by the Executive Council.

STATUTES - 41

WITHDRAWAL OF DEGREE, DIPLOMA, CERTIFICATE & ANY OTHER ACADEMIC DISTINCTION

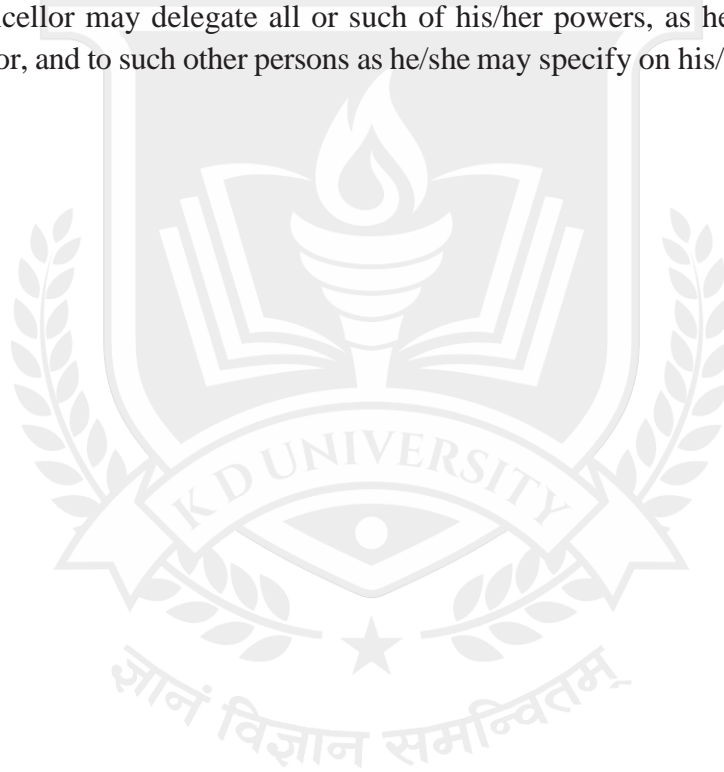
1. The Executive Council may, on the recommendation of the Academic Council by a special resolution passed by a majority of not less than two-third of the members present and voting, recommend withdrawal of any Degree or academic distinction conferred on, or any Certificate or Diploma granted to any person by the K D University itself for good and sufficient cause. Provided that no such resolution shall be passed until, a notice in writing has been given, calling upon him/her to show cause within such time as may be specified in the notice as to why such resolution should not be passed and until his/her objections, if any, and any evidence he/she produces in support of them, have been considered by the Academic Council.
2. The decision stating the reasons thereof shall be communicated to the person concerned.
3. Any person aggrieved by the decision taken by the Executive Council may appeal to the Chairperson, Governing Body within 30 days from the date of such decision. The Chairperson will take the final decision and will report about the decision to the Governing Body.



STATUTES - 42

MAINTENANCE OF DISCIPLINE AMONG STUDENTS

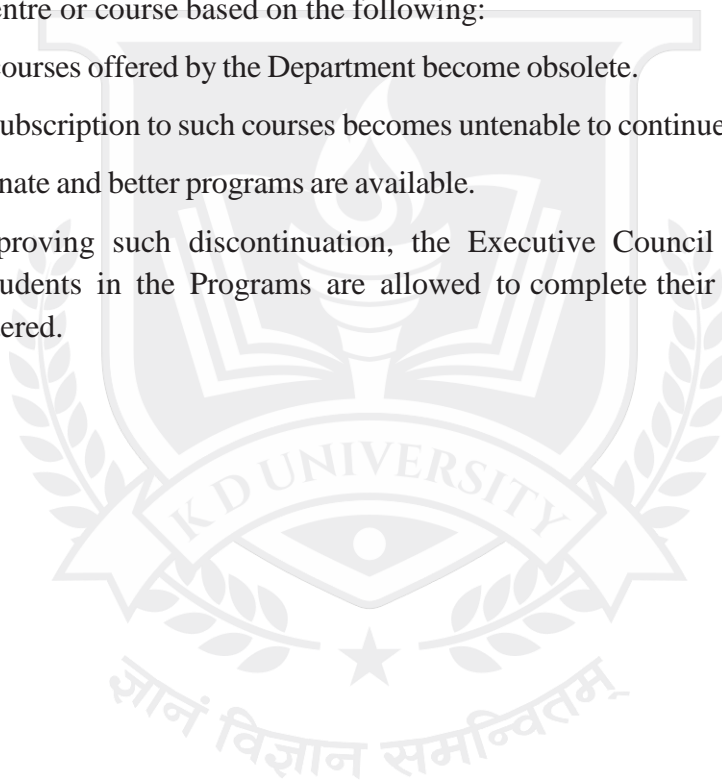
1. All powers relating to discipline and disciplinary action in relation to the students shall vest in the Vice-Chancellor.
2. Without prejudice to the generality of his/her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem to him/her appropriate, the Vice- Chancellor may in the exercise of his/her powers aforesaid, order that any student be expelled from the University, or be fined a sum that may be specified in the Ordinances, or be debarred from taking an examination or examinations for one or more years or that the results of the examination or examinations in which he/she has appeared be cancelled.
3. The Vice-Chancellor may delegate all or such of his/her powers, as he/she deems proper, to the Chief-Proctor, and to such other persons as he/she may specify on his/her behalf.



STATUTES - 43

ESTABLISHMENTS AND ABOLITION OF DEPARTMENTS, COURSES AND CENTERS

1. The Executive Council, based on the advice of the Academic Council, may establish Departments and/or Centers, start new courses in the University.
2. The University shall offer such programs in the Departments, Centers, as the Executive Council may approve on the recommendation of the Academic Council, through Ordinances.
3. The Executive Council may reconstitute a Department, Centre on recommendation of the Academic Council.
4. The Executive Council, based on the advice of the Academic Council, may phase out any Department, Centre or course based on the following:
 - a. When the courses offered by the Department become obsolete.
 - b. When the subscription to such courses becomes untenable to continue.
 - c. When alternate and better programs are available.
 - d. Before approving such discontinuation, the Executive Council shall ensure that the existing students in the Programs are allowed to complete their courses in which they have registered.



STATUTES - 44

DELEGATION OF POWERS VESTED IN THE AUTHORITIES/ OFFICERS OF THE UNIVERSITY

Subject to the provisions of the Act, any officer or authority of the University may delegate his/her or its powers to any other officer or authority or person under his/her or its respective control and subject to the condition that overall responsibility for the exercise of the power so delegated shall continue to vest in the Officer or Authority delegating such powers. The power once delegated to someone, can not be further delegated to any other person by him/her.



STATUTES - 45

CONFERMENT OF HONORARY DEGREE AND OTHER DISTINCTIONS

Subject to the provision, of Sub-Section (e) of Section 11 of the Act, the Executive Council shall send recommendations to the State Government for approval for granting of honorary degrees and other distinctions.



STATUTES - 46

VISION

Transforming healthcare, empowering lives through excellence in education, compassionate care, and social responsibility.



STATUTES - 47

MISSION

At K D University, we are committed to:

- Deliver transformative education and advancing innovative research
- Provide patient-centered care with empathy and compassion
- Foster community engagement and interdisciplinary collaboration
- Cultivate a culture of excellence, ethics and social accountability



STATUTES - 48

QUALITY POLICE

University philosophy underscores integrity, accountability, respect for human dignity and adherence to ethical principles in education, research and clinical practice.

