

5. The Pro Vice-Chancellors

(1) Every Pro Vice-Chancellor shall be appointed by the Board of Management on the recommendation of the Vice-Chancellor:

Provided that if the recommendation of the Vice-Chancellor is not accepted by the Board of Management, the matter shall be referred to the Chancellor who may either appoint the person recommended by the Vice-Chancellor or request the Vice-Chancellor to recommend another person for consideration of the Board of Management.

(2) The term of office of a Pro Vice-Chancellor shall be three years or until the expiration of the term of office of the Vice-Chancellor, whichever is earlier, and he shall be eligible for reappointment:

Provided that a Pro Vice-Chancellor shall retire on attaining the age of sixty-five years:

Provided further that a Pro Vice-Chancellor shall, while performing the functions of the Vice-Chancellor under clause (8) of Statute 3, continue in office notwithstanding the expiration of his term of office as Pro Vice-Chancellor until a new Vice-Chancellor assumes office or until the existing Vice-Chancellor resumes his duties, as the case may be.

(3) (a) The salary of a Pro Vice-Chancellor shall be as decided by the Board of Management with the approval of the Chancellor.

(b) Every Pro Vice-Chancellor shall be entitled, without payment of rent, to the use of a furnished residence throughout his term of office and no charge shall fall on the Pro-Vice-Chancellor personally in respect of maintenance of such residence.

(c) In addition to the salary specified in sub-clause (a), a Pro Vice-Chancellor shall be entitled to such leave, benefits and other allowances as are admissible to the employees of the University from time to time.

(d) Every Pro-Vice-Chancellor shall be entitled to such terminal benefits as may be fixed by the Board of Management from time to time.

(e) Every Pro-Vice-Chancellor shall be entitled to subscribe to the contributory provident fund of the University till the end of his tenure:

Provided that where an employee of the University or a college or an institution or of any other university or institution maintained by or affiliated to such other university is appointed as Pro Vice-Chancellor, he shall continue to be governed by the same retirement benefit scheme to which he was entitled prior to his appointment as Pro Vice-Chancellor till he continues to hold his lien on that post but under this provision, the pay for the purpose of subscription to the General Provident Fund or subscription to the University Contributory Fund shall be the pay drawn by him as Pro-Vice-Chancellor.

(f) Every Pro Vice-Chancellor shall assist the Vice-Chancellor in respect of such matters as may be specified by the Vice-Chancellor in this behalf from time to time and

shall also exercise such powers and perform such functions as may be delegated to him by the Vice-Chancellor.

6. The Deans.

(1) Every Dean shall be the head of a school of studies.

(2) Every Dean shall be appointed by the Vice-Chancellor from among the professors of the University for a period of three years and he shall be eligible for reappointment:

***Provided that a Dean on attaining the age of sixty five years, shall cease to hold office as such:**

Provided further that if at any time, there is no professor in a department, the Vice-Chancellor, or a Dean authorized by the Vice-Chancellor in this behalf, shall exercise the powers of the Dean of the School of Studies

(3) When the office of the Dean is vacant or where the Dean is by reason of illness, absence or any other cause unable to perform the duties of his office, the duties of his office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

(4) The Dean shall be the head of the school of studies and shall be responsible for the conduct and maintenance of the standards of teaching and research in the school of studies.

(5) The Dean shall perform such other functions as may be prescribed by the Ordinances.

(6) The Dean shall have the right to be present and to speak at any meeting of the Board of Studies or a committee of the Department but shall not have the right to vote thereat unless he is a member thereof.

***Clause 2 of Statute 6 of the first Statutes has been partially amended (portion highlighted) after approval of the Board of Management in its 48th meeting held on 29.11.2011 vide agenda item No.48.03 and is under process of gazette notification.**

7. The Registrars

(1) The Board of Management shall constitute a selection committee for the appointment of Registrars.

(2) Every Registrar shall be appointed by the Board of Management on the recommendation of the selection committee constituted under clause (1) and he shall be a whole-time salaried officer of the University.

(3) The emoluments and other conditions of service of a Registrar shall be such as prescribed by the Ordinances:

Provided that a Registrar shall retire on attaining the age of sixty years.

(4) A Registrar designated specially in this behalf by the Board of Management shall have the power to take disciplinary action against such employees,

excluding teachers, as may be specified by the Board of Management by general or special order made in this behalf.

- (5) An appeal shall lie to the Vice-Chancellor against any order made by the Registrar in pursuance of clause (4).
- (6) In cases where an inquiry discloses that a punishment beyond the powers of the Registrar is called for, the Registrar shall, consequent to the inquiry, make a report to the Vice-Chancellor along with his recommendations for such action as the Vice-Chancellor may deem fit:
Provided that in such a case an appeal shall lie to the Board of Management against an order of the Vice-Chancellor imposing any penalty on an employee.
- (7) The Board of Management shall designate a Registrar to act in one or more of the following capacities, namely:-
 - (i) Secretary to the Court.
 - (ii) Secretary to the Board of Management.
 - (iii) Secretary to the Academic Council.
 - (iv) Secretary to the Planning Board.
 - (v) Secretary to the Board of Affiliation
- (8) A Registrar so designated shall, in relation to the authority concerned, --
 - (i) be the custodian of the records, the common seal and such other properties of the University as the Board of Management may commit to his charge;
 - (ii) issue notices and convene meetings of that authority and the committees appointed by it;
 - (iii) keep the minutes of the meetings of that authority and the committees appointed by it;
 - (iv) conduct the official proceedings and correspondence ; and
 - (v) supply to the Chancellor a copy each of the agenda of the meetings of the authorities of the University as soon as it is issued and the minutes of such meetings.
- (9) Any Registrar may be designated by the Vice-Chancellor to represent the University in suits or proceedings, by or against the University, sign powers of attorney, verify pleadings and depute his representative for the purpose.
- (10) The Registrar shall perform such other functions as may be specified in the Statutes, Ordinances or Regulations or as may be required from time to time by the Board of Management or the Vice-Chancellor.

8. The Controller of Finance

- (1) The Board of Management shall constitute a selection committee for the

appointment of the Controller of Finance.

- (2) The Controller of Finance shall be appointed by the Board of Management on the recommendation of the selection committee constituted under clause (1) and he shall be a whole-time salaried officer of the University and shall work under the control of the Vice-Chancellor.
- (3) The emoluments and other conditions of service of the Controller of Finance shall be prescribed by the Ordinances:
Provided that the Controller of Finance shall retire on attaining the age of sixty years.
- (4) When the office of the Controller of Finance is vacant or when the Controller of Finance is, by reason of ill health, absence or any other cause, unable to perform his functions as the Controller of Finance, his functions shall be performed by such person as the Vice-Chancellor may appoint for the purpose.
- (5) The Controller of Finance shall –
 - (i) exercise general supervision over the funds of the University and advise it as regards its financial policies; and
 - (ii) perform such other financial functions as may be assigned to him by the Board of Management or as may be prescribed by the Statutes or the Ordinances:

Provided that the Controller of Finance shall not incur any expenditure or make any investment exceeding one lakh rupees without the prior approval of the Board of Management.
- (6) Subject to the control of the Vice-Chancellor and the Board of Management, the Controller of Finance shall –
 - (i) hold and manage the properties and investments of the University, including trust and immovable properties, for fulfilling any of the objects of the University;
 - (ii) see that the limits fixed by the Finance Committee for recurring and non-recurring expenditure for a year are not exceeded and the money is expended or spent for the purposes for which it was granted or allotted;
 - (iii) be responsible for the preparation of the annual accounts and the budget of the University and for their presentation to the Board of Management after they have been considered by the Finance Committee;
 - (iv) keep a constant watch on the cash and bank balances and investments;
 - (v) watch the progress of collection of revenue and advise on the methods of collection employed;
 - (vi) ensure that the registers of properties of the University are maintained properly and that stock checking is conducted of the equipment and other material in the offices and branches of the University including colleges

and the institutions maintained by the University;

- (vii) bring to the notice of the Vice-Chancellor any unauthorized expenditure or any other financial irregularity and suggest appropriate action against person at fault; and
 - (viii) call from any office of the University, including colleges and institutions maintained by the University, any information or report that he may consider necessary for the performance of his functions
- (7) **Any receipt given by the Controller of Finance or by the person or persons duly authorized in this behalf by the Board of Management shall be a sufficient discharge for payment of moneys to the University.**

9. The Librarian

The Librarian shall be a whole-time salaried officer appointed by the Board of Management on the recommendation of a selection committee constituted for the purpose, and shall possess such qualifications and exercise such powers and perform such duties, as may be determined by the Board of Management.

10. The Board of Management

- (1) The Board of Management shall have the power of management and administration of the revenues and properties of the University and the conduct of all administrative affairs of the University not otherwise provided for.
- (2) Subject to the provisions of the Act, the Statutes and the Ordinances, the Board of Management shall, in addition to the other powers vested in it, by and under the Statutes, have the following powers, namely:--
 - (i) to create teaching and other academic posts and to define the functions and conditions of service of the professors, readers, lecturers, other teachers and the academic staff employed by the University after taking into consideration the recommendations of the Academic Council;
 - (ii) to prescribe qualifications and other conditions of eligibility for teachers and other academic staff after taking into account the recommendations of the Academic Council;
 - (iii) to make appointments of such professors, readers, lecturers, other teachers and such academic staff as may be necessary, on the recommendations of the selection committees constituted for the purpose;
 - (iv) to make appointments to temporary vacancies of any academic staff;
 - (v) to specify the manner of appointment to temporary vacancies of the academic staff;
 - (vi) to provide for the appointment of visiting professors, artists and writers and determine the terms and conditions of such appointment;

- (vii) to manage and regulate the finances, accounts, investments and properties of the University and all other affairs of the University and to appoint such agents as may be considered fit by it ;
- (viii) to invest any money belonging to the University, including any unapplied income, in such stocks, funds, shares or securities as it thinks fit or in the purchase of immovable property in India with the like power of varying such investment from time to time:

Provided that no action under this clause shall be taken without consulting the Finance Committee;

- (ix) to create administrative, ministerial and other necessary posts after taking into account the recommendations of the Finance Committee and to specify the manner of appointment thereto;
 - (x) to regulate and enforce discipline amongst the employees in accordance with the Statutes and the Ordinances;
 - (xi) to transfer or accept transfers of any immovable or movable property on behalf of the University;
 - (xii) to entertain, adjudicate upon or redress the grievances of the employees and the students of the University who may, for any reason, feel aggrieved;
 - (xiii) to fix the remuneration payable to examiners and invigilators and traveling and other allowances payable after consulting the Finance Committee;
 - (xiv) to select a common seal for the University and to provide for the use of such seal;
 - (xv) *to delegate any of its powers to the Vice-Chancellor, and on the recommendations of the Vice-Chancellor to the Pro Vice-Chancellors, Registrars, the Controller of Finance or any other Officer, employee or authority of the University or to a Committee appointed by it.
 - (xvi) to institute fellowships, scholarships, studentships; and
 - (xvii) to exercise such other powers and perform such other functions as may be conferred or imposed on it by the Act or the Statutes.
- (3) The Board of Management shall exercise all the powers of the University not otherwise provided for by the Act, the Statutes, the Ordinances and the Regulations for the fulfillment of the objects of the University.

*F.No.10(6)/2000-Act Dated 16.02.2000 (partial amendment insertion of Clause 10 (2)(xv))