

CALENDAR VOLUME-I

Act & Statutes

(As amended upto April, 2024)



Indira Gandhi University

Meerpur, Rewari

(Established Under Haryana Act. No.29 of 2013)



Foreword

The higher education system in India has grown in a remarkable manner for the last decade to become second largest system of its kind in the Universe. Consequently, concerns are being raised about quality and excellence output from the Universities for the swift growth of higher education in India. In this context, Vice-Chancellor's role being the chief executive and academic Head of University is of great worth to implement National Higher Education Policy and Programmes from time to time along with innovative enhancement in research and its sustainability; and adoption of international best practices of good governance. Act, statues, ordinances and rules provide guidelines for the statutory functionaries of university and its officials for taking decisions in enhancing the academic standards and protecting interest of students. In view of the complex and demanding role in various disciplines along with diverse responsibilities of Vice-Chancellor, such act, statues, ordinances and rules provide important tool to the Vice-Chancellor for the coordination and improvement of academic standards in the University.

It is an honour and privilege for me to take the responsibility of releasing/ bringing out Indira Gandhi University's own Calendars, Volume-I (comprised of act and statues); and Volume-II (Accounts Code). Since the establishment of Indira Gandhi University in 2013, University was following the rules and regulations of Maharishi Dayanand University, Rohtak. Act, statues and accounts incorporated in the Volumes I and II contain latest changes till date.

The efforts made by the officials of various branches of the university for giving final shape is highly appreciated. Vital efforts have been made to release error free Calendars- Volume I and II which in turn will act as a guide for required amendments in future, if necessary. Any error pointed by the users will be highly appreciated and the same will be rectified.

(J.P. Yadav)

Vice-Chancellor

**Indira Gandhi University
Meerpur-Rewari**



**इंदिरा गांधी विश्वविद्यालय
मीरपुर-रेवाड़ी**

(A State University Established under Haryana Act No. 29 of 2013)
Recognized u/s 12 (B) & 2 (f) of UGC Act, 1956



Foreword

It is with great pride and a sense of responsibility that I introduce this comprehensive document Volume-I outlining the Act and Statutes of the University. As Registrar of Indira Gandhi University Meerpur, I am deeply aware of the critical role that well-structured guidelines play in maintaining the integrity, efficiency, and academic excellence.

In the dynamic and ever-evolving landscape of higher education, it is imperative for any academic institution to have a robust administrative framework that not only addresses current needs but also anticipates future challenges. Our rules and ordinances are crafted with the intention of supporting our mission to provide an exceptional educational experience while upholding the highest standards of academic and administrative excellence. These are designed to ensure fairness, transparency, and consistency across all facets of university life.

I extend my gratitude to all those who have contributed to give final shape to this document. Though all efforts have been made to make it error free; nevertheless if any discrepancy is brought to notice by any well wisher, the same will be rectified.

(Parmod Kumar)

Registrar

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INDIRA GANDHI UNIVERSITY, MEERPUR Act, 2013

(Haryana Act No. 29 of 2013)

(Received the assent of the Governor of Haryana on the 8th November, 2013, and published for general information in the Haryana Government Gazette (Extraordinary) of 26th November, 2013.)

AN ACT

to establish and incorporate a teaching-cum-affiliating University at Meerpur to facilitate and promote higher education with special emphasis in emerging areas of information technology and computer education, commerce, humanities, management studies and also to achieve excellence in these and connected fields.

Be it enacted by the Legislature of State of Haryana in the Sixty-fourth Year of the Republic of India as follows:

Short title and commencement

1. (1) This Act may be called Indira Gandhi University, Meerpur, Act, 2013.
- (2) It shall come into force on such date as the Government may, by notification in the Official Gazette, appoint.

Definitions

2. In this Act and in all Statutes, Ordinances and Regulations made there under, unless the context otherwise requires :-
 - (a) “College” means a college maintained by, or admitted to the privileges of the University under this Act;
 - (b) “employee” means any person appointed by the University and includes teachers and all other staff of the University;
 - (c) “Government” means the Government of the State of Haryana;
 - (d) “institution” means an academic institution, not being a college, maintained by, or admitted to the privileges of the University;
 - (e) “principal” means the head of a college and includes, when there is no principal, a vice-principal duly appointed as such and in the absence of the principal or the vice-principal, the person for the time being duly appointed to act as the principal;
 - (f) “recognized teachers” mean such persons as are approved by the University for the purpose of imparting instruction in a college or an institution admitted to the privileges of the University;
 - (g) “Statutes”, “Ordinances” and Regulations” mean respectively the Statutes, Ordinances and Regulations of the University made under this Act;
 - (h) “University” means Indira Gandhi University, Meerpur, as incorporated under this Act; and
 - (i) “University teachers” mean Professors, Associate Professor, Assistant Professor and such other persons, as may be appointed for imparting instructions or conducting research in the University or in any college or an institution maintained by the University and are designated as teachers by the Ordinances.

Incorporation

3. (1) There shall be a body corporate by the name of Indira Gandhi University, Meerpur comprising of the Chancellor, the Vice-Chancellor, the members of the Court, the Executive Council, the Academic Council and all persons, who may hereafter become or be appointed as such officers or members, so long as they continue to hold such office or membership.
- (2) The University shall have perpetual succession and a common seal with power to acquire, hold and dispose of property and to contract, and may by the said name sue or be sued.

Territorial exercise of powers

4. (1) The limits of the area within which the University shall exercise its powers shall be such, as the Government may, from time to time, by notification, specify:
Provided that different areas may be specified for different faculties.
- (2) Notwithstanding anything contained in any other law for the time being in force, any college situated within the limits of the area specified under sub-section (1) shall, with effect from such date, as may be notified in this behalf by the Government, be deemed to be associated with, and admitted to, the privileges of the University and shall cease to be associated in any way with, or be admitted to any privileges of any other university and different dates may be notified for different colleges:
Provided that –
 - (i) any student of any college associated with, or admitted to the other university before the said date, who was studying for any degree or Diploma examination of that university shall be permitted to complete his course in preparation thereof and the University shall hold for such students, examinations in accordance with the curricula of study in force in that university for such period as may be prescribed by the Statutes, Ordinances or Regulations; and
 - (ii) any such student may, until any such examination is held by the university, be admitted to the examination of the other university and be conferred the degree, diploma or any other privilege of that University for which he qualifies on the result of such examination.

Bar on conferring, granting or issuing degrees, diplomas or certificates by unauthorized institutions

5. (1) Notwithstanding anything contained in this Act or any other law, for the time being in force, no person or institution, other than the University, shall confer, grant or issue or hold himself or itself out as entitled to confer, grant or issue any degree, diploma or certificate in the specified areas of knowledge assigned to it within the territorial jurisdiction of the University which is identical with or is a colourable imitation of any degree, diploma or certificate conferred, granted or issued by the University.
- (2) Contravention of the provision of sub-section (1) shall be an offence.
- (3) Where an offence under this section has been committed by an institution, every person Incharge of and responsible to the institution for the conduct of its business at the time of

- the commission of the offence, shall be deemed to be guilty of the offence and shall be liable to be proceeded against as per the University rules.
- (4) Notwithstanding anything contained in sub-section (3), where an offence under this section has been committed by an institution and it is proved that the offence has been committed with the consent or connivance of, or that the commission of the offence is attributable to any neglect on the part of any partner, director, manager, secretary or other officer of the institution, such partner, director, manager, secretary or other officer shall also be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.

Explanation: -For the purpose of this section “institution” means anybody corporate and includes a firm or other association of individuals.

Powers and functions of University

6. The University shall exercise the following powers and perform the following functions, namely:-
- (a) to provide for research and instruction in such branches of learning as the University may think fit and to take such steps, as it considers necessary for the advancement of learning and dissemination of knowledge;
 - (b) to hold examinations and grant such degree, diplomas and other academic distinctions or titles to persons as laid down in the Statutes, Ordinances or Regulations;
 - (c) to confer honorary degrees or other distinctions on approved persons in the manner laid down in the Statutes;
 - (d) to institute prizes, medals, research studentships, exhibitions and fellowships;
 - (e) to receive gifts, donations or benefactions from the Government and to receive gifts, donations and transfers of movable or immovable property from transferors, donors, testators, as the case may be; and to create such corpus fund with the donations so received for the welfare of the University;
 - (f) to institute principalship, professorship, associate professorship, assistant professorship and to create other posts of any description required by the University and to appoint persons to such posts;
 - (g) to co-operate with educational and other institutions in India and abroad having objectives similar to those of the University in such manner, as may be conducive to their common goals;
 - (h) to provide instructions, including correspondence and such other courses, to such persons as are not members of the university, as it may determine;
 - (i) to approve persons for imparting instructions in any college or institution admitted to the privileges of the University;
 - (j) to maintain colleges located within the limits of the area referred to in sub-section (1) of section 4 or, subject to the provisions of sub-section (2) of that section, admit to its privileges, colleges not maintained by the University but located within the said area and to withdraw the same;
 - (k) to declare a college, an institution or a department as autonomous college or institution or

- department, as the case may be;
- (l) to borrow with the approval of the Government, on the security of the property of the University, money for the purposes of the University;
 - (m) to supervise, control and regulate the residence, conduct and discipline of the students of the University and of colleges and institutions within the jurisdiction of the University;
 - (n) to deal with any property belonging to, or vested in the University, in such manner as the University may deem fit for advancing the objects of the University;
 - (o) to assess the needs of the State and the country in terms of subjects, fields of specialization, levels of education and training of manpower both on short and long term basis and to initiate necessary programmes to meet those needs;
 - (p) to organize advanced studies and research programmes based on a deep understanding of the trends in such branches of learning, as the University may think fit;
 - (q) to promote research, design and developmental activities that have a relevance to social needs and the development programmes of the State;
 - (r) to initiate measures to enlist the co-operation of industries and Government employees to provide complementary facilities;
 - (s) to provide for continuous experimentation in imparting knowledge, organization of training and preparation of text books and other instructional materials;
 - (t) to arrange for progressive introduction of continuous evaluation and re-orientation of the subjects in educational measurement.
 - (u) to further entrepreneurial ability among its students;
 - (v) to educate the public with regard to the requirement of, and opportunities for the advancement of learning and dissemination of knowledge;
 - (w) to make special arrangements for the education of women students and the students belonging to weaker sections of the society, in particular Scheduled Castes and Scheduled Tribes, as the University may consider desirable;
 - (x) to frame Statutes, Ordinances or Regulations and alter, modify or rescind the same for all or any of the aforesaid purpose; and
 - (y) to do all such things as may be necessary, incidental or conducive to the attainment of all or any of the objects of the University.

University open to all races, classes, castes and creeds

7. The University shall be open to all persons irrespective of sex, race, creed, caste or class and no test or condition shall be imposed as to religion, belief or profession in admitting or appointing members, students, teachers, workers, or in any other connection whatsoever and no benefaction shall be accepted which in the opinion of the authorities of the University involves conditions or obligations opposed to the spirit and objectives of this provision:

Provided that nothing contained in this section shall be deemed to prevent the University from making any special provisions in respect of weaker sections of the society and in particular Scheduled Castes and Scheduled Tribes.

Teaching of University

8. All teaching in the University shall be conducted by and in the name of the University, in accordance with the Statutes, Ordinances and Regulations made in this behalf.

Officers of University

9. The following shall be the officers of the University, namely:-
 - (i) the Chancellor;
 - (ii) the Vice-Chancellor;
 - (iii) the Registrar; and
 - (iv) such other persons in the service of the University as may be declared by the Statutes to be officers of the University.

Chancellor

10.
 - (1) The Governor of Haryana by virtue of his office shall be the Chancellor of the university.
 - (2) The Chancellor shall be the head of the University.
 - (3) The Chancellor shall, if present, preside over the convocation of the University for conferring degrees and meetings of the Court.
 - (4) The Chancellor shall have the right:-
 - (i) to cause an inspection to be made, by such person or persons as he may direct, of the University, its buildings, laboratories and equipment and of any college or institution maintained by the University and also of the examinations, teaching and other work conducted or done by the university; and
 - (ii) to cause an inquiry to be made in like manner in respect of any matter connected with the administration of finances of the university, colleges or institutions.
 - (5) The Chancellor shall, in every case, give notice to the university of his intention to cause an inspection or inquiry to be made and on receipt of such notice, the university shall have the right to make such representation to the Chancellor, as it may consider necessary.
 - (6) After considering the representation, if any, made by the University, the Chancellor may cause to be made such inspection or inquiry as is referred to in sub-section (4).
 - (7) Where any inspection or inquiry has been caused to be made by the Chancellor, the University shall be entitled to appoint a representative, who shall have the right to be present and to be heard at such inspection or inquiry.
 - (8) The Chancellor may, if the inspection or inquiry is made in respect of the University or any college or institution maintained by it, address the Vice-Chancellor with reference to the result of such inspection or inquiry and the Vice-Chancellor shall communicate to the Executive Council, the views of the Chancellor and the action to be taken thereon as advised by the Chancellor.
 - (9) The Executive Council shall communicate through the Vice-Chancellor to the Chancellor, such action, if any, as it proposes to take or has taken upon the result of such inspection or inquiry.
 - (10) Where the Executive Council does not, within a reasonable time, take action to the

satisfaction of the Chancellor, the Chancellor, may, after considering any explanation furnished or representation made by the Executive Council, issue such directions, as he may think fit and the Executive Council shall comply with such directions.

- (11) Without prejudice to the foregoing provisions of this section, the Chancellor may, by order in writing, annul any proceedings of the University, which in his opinion are not in conformity with this Act, the Statutes, the Ordinances or the Regulations:

Provided that before making any such order, he shall call upon the University to show cause why such an order should not be made, and if any cause is shown within a reasonable time, he shall consider the same.

- (12) The Chancellor may, at any time, require or direct the University to act in conformity with the provisions of this Act, the Statutes, Ordinances and Regulations made there under.
- (13) The powers exercised by the Chancellor under sub-section (11) and (12) shall not be called in question in any Civil Court.
- (14) Any employee of the University who is aggrieved by the decision of the Executive Council or the Vice-Chancellor in respect of any disciplinary action taken against him, may address a memorial to the Chancellor, in such manner, as may be prescribed by Statutes and the decision of the Chancellor shall be final.
- (15) The Chancellor shall have such other powers, as may be prescribed by the Statutes.

Vice-Chancellor

11. (1) The Vice-Chancellor shall be appointed solely on academic considerations. He shall be distinguished educationist having commitment to the values for which the University stands and abilities to provide leadership to the University by his academic worth, administrative competence and moral stature.
- (2) The Government shall constitute a Selection Committee consisting of one nominee of the Chancellor and two nominees of the Executive council, which shall prepare a panel of atleast three names, in alphabetical order, from which the Chancellor shall appoint the Vice-Chancellor, on the advice of the Government. The terms and conditions of service of the Vice-Chancellor shall be determined by the Chancellor, on the advice of the Government.
- (3) The Vice-Chancellor shall hold office for a period of three years, which may be renewed for not more than one term:
- Provided that no person shall be appointed to, or continue in, the office of the Vice- Chancellor if he has attained the age of sixty-eight years.
- (4) The Chancellor may, on the advice of the Government cause an inquiry to be held in accordance with the principles of natural justice and remove the Vice-Chancellor from office, if he is found on such inquiry, to be a person patently unfit to be continued in such office.
- (5) If the Vice-Chancellor is unable to perform his duties owing to his temporary incapacity on account of illness or any other reason, or the office of the Vice-Chancellor falls vacant due to death, resignation or otherwise, the Chancellor may make arrangements for the

- performance of duties of the Vice-Chancellor until the existing Vice-Chancellor is able to resume his office or until a regular Vice-Chancellor is appointed, as the case may be.
- (6) The Vice-Chancellor shall be the principal executive and academic officer of the University and shall exercise general supervision and control over the affairs of the University and give effect to the decisions of all the authorities of the University.
 - (7) The Vice-Chancellor may, if he is of the opinion that immediate action is necessary on any matter, exercise any power conferred on any authority of the University by or under this Act, except in the matters involving creation or abolition of a Faculty, Department or Post and the matter involving appointment or removal of an employee:
 - Provided that the Vice-Chancellor before exercising powers under this section shall record in writing the reasons, why the matter cannot wait till the meeting of the authority concerned:
 - Provided further that if the authority concerned is of the opinion that such action ought not to have been taken by the Vice-Chancellor, it may refer the matter to the Chancellor whose decision thereon shall be final:
 - Provided further that any person in the service of the University who is aggrieved by the action taken by the Vice-Chancellor under this sub-section shall have the right to represent to the Executive Council within one month from the date on which decision on such action is communicated to him and thereupon the Executive Council may confirm, modify or reverse the action taken by the Vice-Chancellor. The employee shall be informed that the action has been taken under emergency powers.
 - (8) The Vice-Chancellor shall exercise such other powers and perform such other duties, as may be prescribed by the Statutes or Ordinances.

Registrar

12. (1) The Registrar shall be appointed by the Chancellor on the advice of the Government.
- (2) The Registrar shall be Chief Administrative Officer of the University. He shall work directly under the superintendence, direction and control of the Vice-Chancellor.

Appointment of first Vice-Chancellor and first Registrar

13. Notwithstanding anything contained in this Act, the first Vice-Chancellor and the first Registrar shall be appointed by the Chancellor on the advice of the Government for such period, as deemed appropriate by the Government.

Other officers

14. The manner of appointment and powers and duties of other officers of the University shall be such, as may be prescribed by the Statutes.

Creation of teaching and non-teaching posts

15. Notwithstanding anything contained in this Act, the University shall not create any teaching and non-teaching post or revise the pay scale of the teaching and non-teaching employees without obtaining the prior approval of the Government.

Authorities of University

16. The following shall be the authorities of the University, namely:-
- (i) the Court;
 - (ii) the Executive Council;
 - (iii) the Academic Council;
 - (iv) the Finance Committee;
 - (v) the Faculties;
 - (vi) the Academic Planning Board; and
 - (vii) such other authorities, as may be declared by the Statutes to be the authorities of the University.

Court

17. (1) The constitution of the Court and the term of office of its members shall be prescribed by the Statutes.
- (2) Subject to the provisions of this Act, the Court shall have the following powers and functions, namely:-
- (a) to review, from time to time, the broad policies and programmes of the University and to suggest measures for the improvement and development of the University;
 - (b) to consider and pass resolution on the annual report, annual budget, annual account of the University and on the audit report of such accounts;
 - (c) to advise the Chancellor in respect of any matter which may be referred to it for advice; and
 - (d) to perform such other functions, as may be prescribed by the Statutes.

Executive Council

18. (1) The Executive Council shall be the principal executive body of the University.
- (2) The constitution of the Executive Council, the term of office of its members and its powers and duties shall be such, as may be prescribed by the Statutes.

Academic Council

19. (1) The Academic Council shall be the principal academic body of the University and shall, subject to the provisions of this Act, the Statutes and Ordinances, co-ordinate and exercise general supervision over all academic policies of the University.
- (2) The constitution of the Academic Council, the term of office of its members and its powers and duties shall be such, as may be prescribed by the Statutes.

Faculties

20. The constitution and functions of the Faculties shall be such, as may be prescribed by the Statutes.

Finance Committee

21. The constitution of the Finance Committee, the term of office of its members, its powers and duties shall be such, as may be prescribed by the Statutes.

Academic Planning Board

22. The constitution and functions of the Academic Planning Board shall be such, as may be prescribed by the Statutes.

Statutes and their scope

23. Subject to the provisions of this Act, the Statutes may provide for all or any of the following matters, namely:-
- (a) the constitution, powers and functions of the authorities and other bodies of the University, as may be constituted from time to time;
 - (b) the classification, mode of appointment, powers and duties of the teachers and the officers of the University;
 - (c) the conditions of service including provision for pension or Provident Fund or insurance scheme for the benefit of the employees of the University;
 - (d) the conferment of honorary degrees;
 - (e) the establishment and abolition of faculties and departments;
 - (f) the institution of fellowships, scholarships studentships, exhibitions, medals and prizes;
 - (g) the maintenance of discipline among the students;
 - (h) the conditions under which colleges and institutions may be admitted to the privileges of the University and the withdrawal of the same;
 - (i) the delegation of powers vested in the authorities or officers of the University; and
 - (j) all other matters which by this Act, are to be or may be provided for, by the Statutes.

Statutes how made

24. (1) On the commencement of this Act, the Statutes of the University shall be those as set out in the Schedule:

Provided that the authorities of the University constituted under the Statutes framed before the commencement of this Act shall continue to exercise all the powers and perform all the functions under this Act, till such authorities are constituted in terms of the Statutes set out in the Schedule referred to above.

- (2) The Government or the Executive Council may, from time to time, make new or additional Statutes or may amend or repeal the Statutes in the manner hereinafter provided in this section:

Provided that the Executive Council shall not make, amend or repeal any Statute, affecting the status, power or constitution of any authority of the University until such authority has been given an opportunity of expressing an opinion in writing on the proposed changes and any opinion so expressed shall be considered by the Executive Council.

- (3) The Academic Council may propose to the Executive Council a draft of any Statute relating to academic matters for consideration by the Executive Council.
- (4) Every new Statute or addition to the Statute or any amendment or repeal of a Statute shall require the approval of the Chancellor, who may approve, disapprove or remit it for further consideration. A Statute passed by the Government or the Executive Council shall

- have no validity until it has been assented to by the Chancellor.
- (5) Notwithstanding anything contained in the foregoing sub sections, the Chancellor, either suo motu or on the advice of the Government, may direct the Executive Council, to make, amend or repeal the Statutes in respect of any matter specified by him and if the Executive Council fails to implement such a direction within sixty days of its receipt, the Chancellor may, after considering the reasons, if any, communicated by the Executive Council or its inability to comply with such direction, make amend or repeal the Statutes suitably.

Ordinances and their scope

25. Subject to the provisions of this Act and the Statutes, the Ordinances may provide for all or any of the following matters, namely:
- (a) the admission of students to the University and their enrolment as such;
 - (b) admission to the examinations, degrees, and diplomas of the University; and further to make progressively the fee structure so flexible that the courses could become self-financing to the extent possible;
 - (c) the conditions under which students shall be admitted to the degree or diploma courses and to the examination of the University and shall be eligible for such degrees and diplomas;
 - (d) the fees to be charged from courses of study in the University and for admission to the examinations, degree and diplomas of the University; and further to make progressively the fee structure so flexible that the courses could become self- financing to the extent possible;
 - (e) the conditions of the award of fellowships, studentships, exhibition, medals and prizes;
 - (f) the conduct of examinations, including the terms of office and manner of appointment and the duties of examining bodies, examiners and moderators;
 - (g) the conditions of residence of students of the University; and
 - (h) all other matters which by this Act or the Statutes are to be made or may be provided for by the Ordinances.

Ordinances how made

26. (1) The Ordinances shall be made, amended, repealed or added to by the Executive Council: Provided that no Ordinance shall be made-
- (i) affecting the admission or enrolment of students or prescribing examinations to be recognized as equivalent to the University examinations; and
 - (ii) affecting the conditions, mode of appointment or duties of examiners or the conduct or standard of examination or any courses of study; unless the draft of such an Ordinance has been proposed by the Academic Council.
- (2) The Executive Council may return to the Academic Council for reconsideration, either in whole or in part, any draft proposed by the Academic Council under sub-section (1) along with its suggestions:

Provided that the Executive Council shall not amend the draft proposed by the Academic Council itself. It may, however, reject such draft, if not found suitable when submitted to it by the Academic Council for the Second time.

- (3) All Ordinances made by the Executive Council shall have effect from such date, as it may direct and every Ordinance made shall be communicated, as soon as may be, to the Chancellor.

Regulations

27. (1) The authorities of the University may make Regulations Consistent with this Act, the Statutes and the Ordinances-
 - (a) laying down the procedure to be observed at their meetings; and
 - (b) providing for all matters which by this Act, the Statutes or the Ordinances are to be prescribed by Regulations.
- (2) Every authority of the University shall make Regulations providing for giving of notice to the members of such authority of the dates of meetings and of the business to be considered at meetings and for the keeping of a record of the proceedings of the meetings.

Annual report

28. The annual report of the University giving details of broad programs, policies and finances, amendments of Statutes and Ordinances made during the year under report, shall be prepared under the directions of the Executive Council and shall be submitted to the Court on or after such date, as may be prescribed by the Statutes and the Court shall consider the report in its annual meeting.

Annual Accounts

29. (1) The annual accounts and the balance sheet of the University shall be prepared under the directions of the Executive Council and shall at least once every year and at intervals of not more than 15 months be audited by the Director, Local Audit, Haryana or any other auditor that may be appointed by the Government. The annual accounts when audited shall be published in the Haryana Government Gazette and a copy of the annual accounts along with the report of the Director, Local Audit, Haryana or the auditor shall be submitted to the Court and the Chancellor alongwith the observations of the Executive Council. Any observations made by the Chancellor on the annual accounts shall be brought to the notice of the Court and observations of the Court, if any, shall after being considered by the Executive Council, be submitted to the Chancellor.
- (2) The annual accounts and the balance sheet of the University shall also be submitted to the Government at the time of its submission to the Chancellor.

Conditions of service of officers and teachers

30. (1) Every salaried officer and teacher, except the Vice-Chancellor shall be appointed under a written contract, which shall be lodged with the University and any dispute arising out of a contract between the University and any of the officer or teacher shall, at the request of the teacher or officer concerned or at the instance of the University, be referred to a Tribunal of arbitration consisting of one member appointed by the Executive Council, one member nominated by the officer or teacher concerned and one nominee of the Chancellor. The decision of the majority of the members of the Tribunal shall be final and no suit shall lie in any Civil Court in respect of the matter decided by the Tribunal.
- (2) Every such request shall be deemed to be a submission to arbitration within the meaning of the Arbitration and Conciliation Act, 1996 (Central Act 26 of 1996).

Pension, provident fund and insurance fund

31. (1) The University shall institute, for the benefit of its officers, teachers and other employees, pension, provident fund and insurance fund, as it may deem fit.
- (2) Where any provident fund and insurance fund have been so constituted, the provisions of the Provident Fund Act, 1925 (Central Act 19 of 1925), shall be applicable to it as if it were a Government Provident Fund.

Vacancy not to invalidate proceedings

32. No act done, or proceeding taken, under this Act by any authority or other body of the University shall be invalid merely on the ground of any:-
- (a) vacancy or defect in the constitution of the authority or body; or
 - (b) defect or irregularity in election, nomination or appointment of a person acting as a member thereof; or
 - (c) defect or irregularity in such act or proceeding, not affecting the merits of the case.

Certain disputes to be referred to Chancellor

33. If any question arises whether any person has been duly elected or appointed as, or is entitled to be, a member of any authority or other body of the University, matter shall be referred to the Chancellor whose decision thereon shall be final.

Powers to remove difficulties

34. If any difficulty arises with respect to the establishment of the University or in connection with the first meeting of any authority of the university or otherwise in first giving effect to the provisions of this Act, the Government may, at any time, before any authority of the University has been constituted, by order, make any appointment or do anything, consistent, so far as may be, with the provisions of this Act, which appears to it necessary or expedient for the purpose of removing the difficulty and every such order shall have effect as if such appointment or action had been made or taken in the manner provided in this Act.

Protection of action taken in good faith

35. No suit or other legal proceedings shall lie against any Officer or employee of the University for anything which is in good faith done or intended to be done in pursuance of any of the provisions of this Act, the Statutes or Ordinances.

Repeal and savings

36. (1) Indira Gandhi University, Meerpur, Ordinance, 2013 (Haryana Ordinance No. 3 of 2013), is hereby repealed.
- (2) Notwithstanding such repeal, anything done by any action taken under the said Ordinance, shall be deemed to have been done or taken under this Act.

THE SCHEDULE

(Statutes of Indira Gandhi University, Meerpur) (See Section 24)

Powers and duties of the Vice-Chancellor

1. (i) The Vice-Chancellor shall be ex-officio Chairman of the Executive Council, the Academic Council and the Finance Committee, and shall, in the absence of the Chancellor, preside over the convocations of the University held for conferring degrees and over the meetings of the Court. The Vice-Chancellor shall be entitled to be present at, and to address, any meeting of any authority or other body of the University, but shall not be entitled to vote thereat, unless he is member of such authority or body.
- (ii) It shall be the duty of the Vice-Chancellor to see that the provisions of the Act, the Statutes, the Ordinances and the Regulations are duly observed and he shall take all necessary steps to ensure such observance.
- (iii) The Vice-Chancellor shall have the power to convene or cause to be convened meetings of the Court, the Executive Council, the Academic Council and the Finance Committee and any other authority or body of the University.
- (iv) The Vice-Chancellor shall exercise general control over the affairs of the University and shall give effect to the decision of the authorities of the University.
- (v) The decision of the Vice-Chancellor regarding seniority for nomination to the various authorities or bodies of the University, shall be final.

Registrar

2. (i) The Registrar shall be ex-officio Secretary of the Executive Council and Faculties but shall not be deemed to be a member of any of these authorities, and shall be ex-officio Member-Secretary of the Court and the Academic Council.
- (ii) When the Office of the Registrar is vacant or when the Registrar is by reason of illness, or any other cause unable to perform the duties of his office, the duties of the office shall be performed by such person, as the Vice-Chancellor may appoint temporarily for the purpose till the regular appointment is made by the Chancellor on the Advice of the Government.
- (iii) It shall be the duty of the Registrar-
 - (a) to be the custodian of the records, common seal and such other property of the University, as the Vice-Chancellor shall commit to his charge;
 - (b) to issue all notices convening meetings of the Court, the Executive Council, the Academic Council, the Faculties and of any Committee appointed by any authority of the University;
 - (c) to keep the minutes of all meetings of the Court, the Executive Council, the Academic Council, the Faculties and any Committee appointed by the authorities of the University;
 - (d) to conduct the official correspondence of the Court, the Executive Council, the Academic Council and the Faculties;

- (e) to supply to the Chancellor, copies of the agenda, the minutes of the meetings of the authorities of the University as soon as they are issued; and
 - (f) to perform such other duties as may, from time to time, be assigned to him by the Vice-Chancellor.
- (iv) The Registrar shall have power to administer warning or to impose the penalty of censure or withholding of increments upon such of the employee, excluding teachers of the University and the academic staff, as may be specified in the orders of the Executive Council and to suspend them pending enquiry;
- Provided that no such penalty shall be imposed unless the person concerned has been given a reasonable opportunity of showing cause against the action proposed to be taken against him.
- (v) An appeal shall lie to the Vice-Chancellor against any order of the Registrar imposing any of the penalties specified in clause (iv).
- (vi) In case the inquiry discloses that a punishment, beyond the powers of the Registrar is called for, the Registrar shall, upon conclusion of the inquiry make a report to the Vice-Chancellor along with his recommendations:
- Provided that an appeal shall lie to the Executive Council against an order of the Vice-Chancellor imposing any penalty.
- (vii) The Registrar shall be the authorized officer to enter into agreements, sign documents and authenticate records on behalf of University and shall act in such capacity when the appropriate authority of the University has taken a decision in the matter. The Registrar shall also exercise such other powers and perform such other duties, as may be prescribed by Statutes or the Ordinances.

Other officers of the university

3. The following persons in the service of the University are also declared to be the officers of the University, namely:-
- (a) Proctor;
 - (b) Chief Warden;
 - (c) Dean of Students' Welfare, if any;
 - (d) Dean, Academic Affairs;
 - (e) Dean of Colleges;
 - (f) Librarian;
 - (g) Controller of Examination;
 - (h) Finance Officer;

Proctor, Chief Warden, Dean of Students' Welfare, Dean Academic Affairs

4. The Proctor, the Chief Warden, the Dean of Students' Welfare and Dean Academic Affairs shall be appointed by the Executive Council, on the recommendations of the Vice-Chancellor, from amongst the teachers of the University, who shall not below the rank of Professor, on such terms and conditions as the Vice-Chancellor may recommend to the Executive Council:
- Provided that the term of Dean, Academic Affairs shall be two years extendable by

another one year, if deemed proper by the Executive Council, on the recommendations of the Vice-Chancellor.

Dean of Colleges

5. The Dean of Colleges, if any, shall be a whole-time salaried officer of the University and shall be appointed by the Executive Council, on the recommendations of the Vice-Chancellor, on such terms and conditions, as may be prescribed by the Statutes. He shall discharge such duties, as may be assigned to him by the Vice-Chancellor, from time to time.

Finance Officer

6. (1) The Finance Officer shall be a whole-time salaried officer of the University and shall be appointed by the Executive Council on the recommendations of the Selection Committee, on such terms and conditions, as may be prescribed by the Statutes.
- (2) The Finance Officer shall be ex-officio Secretary of the Finance Committee, but shall not be deemed to be a member of such committee.
- (3) When the office of the Finance Officer is vacant or when the Finance Officer is by reason of illness or any other cause is unable to perform the duties of his office, the duties of the officer shall be performed by such person, as the Vice-Chancellor may appoint for the purpose.
- (4) The Finance Officer shall—
 - (a) exercise general supervision over the funds of the University and shall advise it as regards its financial policy; and
 - (b) perform such other functions, as may be assigned to him by the Executive Council or as may prescribed by the Statutes.
- (5) Subject to the control of the Executive Council, the Finance Officer shall—
 - (a) hold and manage the property and investments of the University including trust and endowed property;
 - (b) ensure that the limits fixed by the Finance Committee for recurring and non-recurring expenditure for a year are not exceeded and that all moneys are expended on the purpose for which they are granted or allotted;
 - (c) be responsible for the preparation of annual accounts and the budget of the University and for their presentation to the Executive Council;
 - (d) keep a constant watch on the state of the cash and bank balances and on the state of investments;
 - (e) watch the progress of the collection of revenue and advise on the method of collection to be employed;
 - (f) ensure that the registers of buildings, land, furniture and equipment are maintained up to date and that stock checking of equipment and other connected materials in all offices, special centres, specialized laboratories, colleges and institutions maintained by the University is conducted;
 - (g) bring to the notice of the Vice-Chancellor any unauthorized expenditure and other financial irregularities and suggest action to be taken against the person responsible

- for it; and
- (h) call for, from any office, centre, laboratory, college or institution maintained by the University, any information or returns that he may consider necessary for the performance of his duties.
6. The receipt of the Finance Officer or of the person or person duly authorized in this behalf by the Executive Council for any money payable to the University shall be sufficient discharge for payment of such money.

Controller of Examinations

7. (i) The Controller of Examinations, shall be whole-time salaried officer of the University and shall be appointed by the Executive Council, on the recommendations of the Establishment Committee, on such terms and conditions, as may be specified by the Executive Council.
- (ii) It shall be the duty of the Controller of Examination to-
- (a) conduct examinations in a disciplined and efficient manner;
 - (b) arrange for the setting of papers with strict regard to secrecy;
 - (c) arrange for the evaluation of answer sheets in accordance with the planned time schedule for results;
 - (d) constantly review the system of examinations in order to enhance the level of impartiality and objectivity with a view to make it better instrument for assessing the attainments of students;
 - (e) perform such function as are connected with the system of examinations which may, from time to time, be assigned to him by the Vice-Chancellor.

Librarian

8. The Librarian shall be whole time salaried officer of the University and shall be appointed by the Executive Council on the recommendations of the Establishment Committee, on such terms and conditions, as may be prescribed by the Executive Council.

Court and its constitution

9. The Court shall consist of the following members, namely:-
- (A) Ex-officio members**
- (i) the Chancellor;
 - (ii) the Vice-Chancellor;
 - (iii) the Secretary to Government, Haryana, Finance Department, or a nominee not below the rank of Director/ Joint Secretary;
 - (iv) the Principal Secretary to Government, Haryana, Higher Education department or a nominee not below the rank of Joint Secretary;
 - (v) Director General Higher Education or in his absence Joint director Colleges;
 - (vi) Director General Health Services or his nominee not below the rank of Joint Director;
 - (vii) The Director of Technical Education, Haryana;

- (viii) The Dean of Faculties;
- (ix) The Dean of Colleges;
- (x) The Registrar;
- (xi) Dean Student's Welfare, if any;
- (xii) The Controller of Examinations;
- (xiii) Dean Academic Affairs;
- (xiv) Librarian;
- (xv) Finance Officer;

(B) Other Members

- (i) two persons to be elected by the Haryana Vidhan Sabha from amongst its members;
- (ii) professors of the University not exceeding ten, on the basis of seniority by rotation;
- (iii) five teachers to be elected from amongst the Associate Professor and Assistant Professor of the University of whom at least two shall be associate professor;
- (iv) one principal from the colleges of education admitted to the privileges of the University, on the basis of seniority, by rotation;
- (v) one principal to be elected from amongst themselves by the principals holding their posts in substantive capacity in colleges, other than colleges of education, included in each of the four zones to be demarcated by the Vice-Chancellor;
- (vi) four teachers other than principals to be elected from amongst themselves by the teachers holding their posts in a substantive capacity in colleges included in each of the four zones to be demarcated by the Vice-Chancellor:

Provided that not more than one teacher under this sub-clause, shall belong to any one college;

- (vii) Secretary, Indira Gandhi University, Meerpur, Students' Union and two Secretaries to be elected from amongst themselves by Students' Union in Colleges for the period from the date of election till 31st May of the academic year;
- (viii) Fifteen representatives (ten from amongst eminent academicians and five representatives from industry, commerce, medicine, engineering etc.) to be nominated by the Chancellor, for a term of three years;
- (ix) one of the principals of colleges maintained by the University, by rotation for a term of three years;
- (x) two persons elected from amongst themselves by the representatives of the managements of non-Government colleges. The representatives of the managements shall be from amongst the members of the concerned managements;
- (c) (1) The Registrar shall be the Member-Secretary of the Court:

Provided that no salaried servant of the University, including its allied institutions, shall be eligible for election or nomination under any of the preceding sub-clauses except sub-clauses (ii) to (vi) and (ix) and that if any person elected or and nominated under any of the preceding sub-clauses except sub-clauses (ii) to (vi) and (ix) is subsequently appointed to any salaried post in the University or its allied institutions, he shall cease to be a member of the Court:

Provided further that no person shall be eligible for nomination or election to the Court except under sub-clause (vii) unless he has attained the age of 25 years.

- (2) Save as otherwise expressly provided, the members of the Court, other than ex-officio members, shall hold office for a term of two years.
- (3) At all meetings of the Court, two fifths of the members shall form a quorum.
- (4) If the required number of members for purposes of quorum is not present within half- an-hour after the appointed time of the meeting, the meeting shall not be held and the Registrar shall make a record of that fact.
- (5) The method of election shall be by simple majority voting by ballot and the elections shall be conducted in accordance with the rules framed by the Vice-Chancellor.

Meetings of the Court

10. (i) The Court shall meet at least once a year.
- (ii) A special meeting of the Court may be convened at any time, by the Chancellor, the Vice-Chancellor or on a written request by one third of its members.

Executive Council and its constitution

11. The Executive Council shall consist of the following persons, namely:-

I Ex-officio members

- (i) the Vice-Chancellor;
- (ii) the Secretary to Government, Haryana, Finance Department or a nominee not below the rank of Director/Joint Secretary;
- * (iii) the Secretary to Government, Haryana, Higher Education Department or in his absence, Director Higher Education, Haryana or an officer not below the rank of Deputy Director;
- (iv) The Secretary to Government, Haryana, Technical Education Department or a nominee not below the rank of the Director/ joint Director

II Other members

- ** (a) Five Deans of the Faculties shall be nominated by the Vice-Chancellor, by rotation in accordance with the seniority amongst all Deans of Faculties in the University.

Provided that a Dean will get his/her next turn after all the Deans have completed their term in order of seniority. In case any person has resigned or has been removed from the post of Dean during the term then he/she shall not be entitled to take chance of further remaining period again;

- (b) Dean Academic Affairs;
- (c) two principals (other than the Deans of the Faculties) of colleges out of whom one shall

* Added by the Executive Council Resolution No. 3 of 31.03.2018 vide communication received from DHE, Haryana vide letter No. 19/1-2010 UNP (1) dated 11-12-2017.

** Added by the Executive Council Resolution No. 9 of 07.07.2016 and the assent of the Hon'ble Chancellor vide letter No. HRB- UA-31 (10/2015/5859 dated 04.07.2017.

- be from a women's college, by rotation, on the basis of seniority of age;
- (d) one teacher (other than a principal) of a college to be elected by the members of the Court from amongst themselves;
- (e) one out of the professors of the University Teaching Departments other than Deans under sub-clause (a), by rotation for one year, on the basis of seniority;
- (f) two teachers of the University Teaching Departments other than professor to be elected from amongst themselves out of whom at least one shall be associate professor;
- (g) four persons as the Chancellor's nominee from amongst distinguished Educationists of national or international eminence or distinguished serving/retired civil servants;

- III**
- (i) The Registrar shall be ex-officio Secretary of the Executive Council;
 - (ii) Two fifth of the members shall form a quorum;
 - (iii) Save as otherwise expressly provided, the members of the Executive Council, other than Ex-officio members, shall hold office for a term of two years;
 - (iv) Any member who ceases to hold the qualifications by virtue of which he was elected or nominated as member to the Executive Council shall cease to be a member thereof.

Decision of Executive Council

12. Any decision of the Executive Council in the matters involving additional financial liability and those relating to the annual budget of the University shall hold good only if at least one representative of the Government is present at the time of taking such decision and has consented to that decision.

Powers of Executive Council

13. The Executive Council shall exercise the following powers, namely:-
- (a) to hold, control and administer the revenue, property and funds of the University;
 - (b) to create teaching and academic posts, to determine the number and emoluments of such posts and to define the duties and conditions of service of Professor, Associate Professor, Assistant Professor and other academic staff and Principals of colleges and institutions maintained by the University:

Provided that in the matters of creation of new post involving additional financial liability shall hold good if the representative of the Government as given below:-

Finance Secretary or in his absence, his representative

OR

Education Secretary or in his absence, his representative, is present at the time of taking such decision and has consented to that decision:

Provided further that in case the Government representative from the Finance/Higher Education Department is not present in two consecutive meetings even after the proper notice, then the Executive Council may approve the proposal regarding creation of posts:

Provided further that in respect of the numbers, qualifications and the emoluments of teachers and academic staff, the Executive Council shall take action after consideration of

the recommendations of the Academic Council and the Finance Committee.

- (c) to appoint Professors, Associate Professor, Assistant Professor, other academic staff and principals of colleges and institutions maintained by the University, on the recommendations of the Selection Committees constituted for the purpose and to fill in temporary vacancies therein;
- (d) to create administrative, ministerial and other posts and to make appointments thereto, in the manner prescribed by the Statutes;
- (e) to manage and regulate the finances, accounts, investments, property, business and all other administrative affairs of the University and for that purpose to appoint such agents, as it may think fit;
- (f) to invest any money belonging to the University including any unapplied income in such stocks, funds, shares or securities as it shall, from time to time, think fit or in the purchase of immovable property in India with the like powers of varying such investments from time to time.
- (g) to transfer or accept transfer of any movable and immovable property on behalf of the University;
- (h) to provide buildings, premises, furniture and apparatus and other means needed, for carrying on the work of the University;
- (i) to select a common seal for the University;
- (j) to delegate any of its powers to the Vice-Chancellor, the Registrar or such other employee or authority of the University or to a committee appointed by it, as it may deem fit;
- (k) to enter into, vary, carry out, or cancel contracts on behalf of the University;
- (l) to make, amend or repeal the Statutes;
- (m) to make decisions regarding maintenance of discipline among students; and
- (n) to exercise all powers of the University not otherwise provided for by the Act, the Statutes, or the Ordinances;

Academic Council and its constitution

14. The Academic Council shall consist of the following persons, namely:-

(1) Ex-Officio Members-

- (i) the Vice-Chancellor;
- (ii) the Director-General Higher Education, Haryana or the Joint Director (colleges), Haryana or any nominee of the Higher Education Commissioner not below the rank of Deputy Director Colleges;
- (iii) the Registrar;
- (iv) the Deans of Faculties;
- (v) the Deans of the Students' Welfare, if any;
- (vi) the Dean, Academic Affairs;
- (vii) the Dean of Colleges;
- (viii) the Chairpersons of the Departments;
- (ix) the Chief Warden of University Hostels;
- (x) the Proctor;

- (xi) the Controller of Examinations, if any;
- (xii) Librarian of the University Library;
- (xiii) one principal out of the principals of colleges maintained by the University, by rotation, provided that he is not a member of the Executive Council;
- (xiv) Professor(s) emeritus appointed by the University/emergitus fellow appointed by the University Grants Commission (but without having right to vote or seek election).

(II) Other Members-

- (i) one Professor appointed by the University from each Department by rotation, on the basis of seniority;
- (ii) one University reader from each faculty, by rotation, on the basis of seniority;
- (iii) one University lecturer from each faculty, by rotation, on the basis of seniority;
- (iv) one principal and three teachers to be elected from amongst themselves by the principals and teachers respectively, holding their posts in substantive capacity in the colleges included in each of the constituencies mentioned below;
 - (a) Government colleges, other than the colleges of Education;
 - (b) Colleges of Education;
 - (c) Non-Government colleges, other than the colleges of Education, in each of the four zones to be demarcated by the Vice-Chancellor:

Provided that not more than one teacher elected under this clause shall belong to any one college;
- (v) five educationists of national or international eminence to be nominated by the Vice-Chancellor, from outside the University:

Provided that not more than one of them shall be from the same field;
- (vi) three person elected by the Court from amongst its own members;
- (vii) president, Indira Gandhi University, Meerpur students' Union and two presidents to be elected from amongst themselves by the presidents of the students' Unions in the colleges for the period from the date of election till 31st May of the academic year:

Provided that the members coming under this sub-clause shall not participate in the meeting at the time, the Academic Council considers the appointment of examiners.

- (III)**
- (i) the Registrar shall be the Member-Secretary of Academic Council;
 - (ii) two fifth of the members shall form a quorum;
 - (iii) save as otherwise expressly provided, the members of the Academic Council, other than Ex-officio members, shall hold office for a term of two years;
 - (iv) the method of election shall be by simple majority voting by ballot and the elections shall be conducted in accordance with the rules framed by the Vice-Chancellor;

Powers of Academic Council

15. (1) The Academic Council shall exercise the following powers, namely:-
- (a) to exercise general supervision over the academic policies of the University and to give directions regarding methods of instruction, evaluation of research of

- improvements in academic standards;
 - (b) to consider matters of general academic interest either on its own initiatives or on reference by the Chancellor, the Vice-Chancellor, the Executive Council or a Faculty and to take appropriate action thereon;
 - (c) to recommend to the Executive Council, the creation and abolition of teaching posts;
 - (d) to prescribe syllabi and courses of study for various examinations on the recommendations of the faculties;
 - (e) to frame such regulations consistent with the Statutes and Ordinances regarding the academic functions of the University, discipline, residence, admissions, awards of fellowships, studentships, scholarships, medals and prizes, fee concessions, corporate life and attendance; and
 - (f) to exercise such other powers and perform such other duties, as may be conferred or assigned to Academic Council by the Act, the Statutes, or the Ordinances.
- (2) All decisions of the Academic Council concerning syllabi, courses of studies and conducting of examinations so far as they are not provided for by the Statutes and Ordinances shall be final.

Composition of the Finance Committee

16. (1) The Finance Committee shall consist of the following persons, namely:-

(I) Ex Officio member:-

- (a) the Vice-Chancellor (Chairperson);
- (b) the Secretary to Government, Haryana, Finance Department, or a nominee not below the rank of Director/Joint Secretary;
- (c) the Secretary to Government, Haryana, Education Department or a nominee not below the rank of Director/ Joint Secretary;
- (d) the Secretary to Government, Haryana, Technical Education Department or a nominee not below the rank of Director/ Joint Secretary;

(II) Other members-

- (a) one outside member having expertise in finance to be nominated by the Chancellor on the recommendation of the Vice Chancellor;
 - (b) two Deans of Faculties to be nominated by the Vice-Chancellor;
- (2) The Registrar will be the Member-Secretary of the Committee.
- (3) Nominated members of the Finance Committee shall hold office for a term of two years.
- (4) Three members, out of whom at least one member shall be a government nominee, shall form the quorum.

Functions and powers of the Finance Committee

17. (1) The Finance Committee shall examine the accounts and scrutinize the proposals for expenditure and shall submit the annual budget to the Executive Council for approval. No expenditure in the budget shall be incurred by the University without the prior approval of the Finance Committee which shall fix limits for the total

recurring and non- recurring expenditure for the year based on the resources and the income of the University. No expenditure shall be incurred by the University in excess of the limits so fixed.

- (2) It shall examine and recommend to the Executive Council the creation of teaching and other posts.
- (3) The annual accounts and the official estimates of the university shall be laid before the Finance Committee for its consideration and comments thereon and thereafter submitted to the Executive Council for approval.

Faculties of University

18. There shall be the following Faculties--
 - (1) Faculty of Humanities;
 - (2) Faculty of Social Sciences;
 - *** (3) Faculty of Physical Sciences;
 - * (4) Faculty of Education;
 - * (5) Faculty of Art, Aesthetics and Design;
 - (6) Faculty of Indic Studies;
 - *** (7) Faculty of Engineering & Technology;
 - (8) Faculty of Law;
 - *** (9) Faculty of Commerce, Management, Tourism & Hospitality;
 - **** (10) Faculty of Pharmaceutical Sciences;
 - ** (11) Faculty of Earth, Environment & Space Sciences;
 - *** (12) Faculty of Life Sciences;
 - **** (13) Faculty of Sports Science
 - ***** (14) Faculty of Behavioural and Cognitive Sciences
 - (15) Such other Faculties as the Executive Council may prescribe on the recommendation of the Academic Council by Statutes.

Constitution of Faculties

19. (1) Each Faculty shall consist of-
 - (i) Dean of the Faculty (Chairperson);
 - (ii) Chairman of the Departments included in that Faculty;

* Added by the Executive Council Resolution No. 19 of 07.02.2014 and the assent of the Hon'ble Chancellor vide letter No. HRB-UA (IGU)-2014/2368 dated 01.04.2014.

** Added by the Executive Council Resolution No. 12 of 13.08.2015 and the assent of the Hon'ble Chancellor vide letter No. HRB- UA -31(1)-2015/7306 dated 18.09.2015.

*** Added by the Executive Council Resolution No. 12 of 07.07.2016 and the assent of the Hon'ble Chancellor vide letter No. HRB- UA -31 (1)/2015/5859 dated 04.07.2017.

**** Added by the Executive Council Resolution No. 20 & 22 of 19.11.2019 and the assent of the Hon'ble Chancellor vide letter No HRB-UA-31 (1) 2015/5721 dated 28.09.2020.

***** Added by the Executive Council Resolution No. 02 of 17.02.2020 and the assent of the Hon'ble Chancellor vide letter No. HRB-UA-31 (1) 2015/5721 dated 28.09.2020.

- (iii) one Professor from each Department on the basis of seniority by rotation;
 - (iv) one associate professor and one assistant professor appointed or recognized by the University in the Departments included in the Faculty by rotation according to seniority;
 - (v) Two Principals of Colleges/Institutes admitted to the privileges of the University on the basis of seniority by rotation.
- (2) Members nominated shall hold office for two years:
 Provided that the Executive Council, at the request of the Academic Council, may increase the number of members of a Faculty.
- (3) Branch-in-charge of the academic branch not below the rank of Assistant Registrar may act as Secretary of the Faculties.
- (4) Two-fifths of the members in each Faculty shall form the quorum.

Distance Education

***19. (A)** Notwithstanding anything contained in any other Statute(s) there will be a Directorate of Distance and Open Learning (DDOL) for providing education to the needy students, who for one reason or the other are unable to pursue their studies in regular mode. The focus will be on the arrangement of education at the door-step of women students and the students belonging to weaker and unreached sections of the society. The Directorate of Distance and Open Learning (DDOL) shall have an Advisory Committee, an independent Faculty and a Board of Studies in Distance Education, the constitution of which shall be as under:

I. Advisory Committee:

- (a) The Advisory Committee shall consist of –
 - (i) Vice-Chancellor - Chairman
 - (ii) Dean Academic Affairs
 - (iii) Two Deans of the Faculty (to be nominated by the Vice-Chancellor)
 - (iv) Two faculty members of the DDOL (to be nominated by the Director, DDOL)
 - (v) Two outside experts (to be nominated by the Vice-Chancellor, out of a panel of six persons recommended by the Director, DDOL)
 - (vi) Registrar
 - (vii) Director, DDOL.
- (b) The Chairman of the Advisory Committee may co-opt any other person(s) as member(s) of the Committee to attend a particular meeting whenever considered necessary.
- (c) The term of the Advisory Committee shall be of three years.
- (d) Two-fifth of the members shall form the quorum.
- (e) The Advisory Committee shall consider all important matters relating to the distance education/open learning and shall make recommendations to the Academic Council

* Added by the Executive Council Resolution No. 13 of 31.03.2017 and the assent of the Hon'ble Chancellor vide letter No. HRB- UA/31D/2015/5477 dated 14.07.2017.

or the Executive Council, as the case may be.

II. Faculty of Distance Education:

- (a) The Faculty of Distance Education shall consist of-
 - (i) Dean, DDOL as Chairman
 - (ii) Two Deans of the Faculties (to be nominated by the Vice-Chancellor).
 - (iii) Two Professors of the University (to be nominated by the Vice-Chancellor)
 - (iv) Two Faculty members of the DDOL (to be nominated by the Director, DDOL)
 - (v) Two out-side experts (to be nominated by the Academic Council, on recommendation of Director, DDOL)
 - (vi) Registrar or his nominee (not below the rank of a Deputy Registrar) shall be Member Secretary of the Faculty.
- (b) Two-fifth of the members shall form the quorum.
- (c) If a member ceases to hold the qualification by virtue of which he/she was appointed to the faculty, will cease to be the member of the faculty.
- (d) The term of the nominated faculty members shall be three years
- (e) The Faculty of DDOL shall have the following powers:
 - (i) To coordinate the teaching and research of the Directorate of Distance and Open Learning;
 - (ii) To recommend to the Academic Council courses of studies and syllabi for the different examinations of the Directorate of Distance and Open Learning;
 - (iii) To discuss and suggest to the Academic Council schemes for advancement in standards of teaching and examinations in distance education courses;
 - (iv) To deal with any other matter that may be referred to it by the Academic Council.

III. Board of Studies in Distance Education:

- (a) There will be a common Board of Studies for Undergraduate and Postgraduate Programmes in Distance Education which shall consist of-
 - i) Director, DDOL Chairman
 - ii) Two Deans (to be nominated by the Vice-Chancellor, other than nominated on the Faculty);
 - iii) Two Chairpersons of the Teaching Departments;
 - iv) Two out-side experts (to be nominated by the Vice-Chancellor on the recommendations of the Director, DDOL);
 - v) All the faculty members of the DDOL.
- (b) Chairman of the Board of Studies may, however, co-opt any other person(s) as member(s) of the Board to attend a particular meeting, whenever, considered necessary with the permission of the Vice-Chancellor.

- (c) The members of the Board of Studies for Distance and Open Learning, other than ex- officio members shall hold office for a term of three years, provided that any member who ceases to hold the qualifications by virtue of which he appointed as member to the Board shall cease to be a member thereof.
- (d) Two-fifth of the members shall form the quorum.
- (e) The Board of Studies shall:
 - (i) Recommend to the Academic Council through the Faculty, the courses, syllabi, of studies, text books for the various subjects for UG and PG classes;
 - (ii) Also make recommendations to the Academic Council regarding the appointment of paper setters/examiners for the UG and PG courses offered through distance and open learning mode by the DDOL;
 - (iii) Deal with any other matter that may be referred to it by the Faculty or the AC.

IV. Administrative Structure:

The DDOL will function independently with the help of its own Sections/ Branches of Establishment/ Accounts/ Academic/ Examinations etc.

V. Jurisdiction and Mode of delivery:

- (a) The DDOL will offer UG/PG programmes within the State of Haryana through its own Support Centres and also provide facility of education and examination at the door-step in rural and unreached areas.
- (b) The delivery will be through both online and off-line systems.

Dean of Faculties

20. ^{*}(1) There shall be a Dean of each Faculty who shall be appointed by the Vice-Chancellor. The Dean shall be appointed in rotation on the basis of seniority amongst the professors in various Departments comprising the Faculty;

Provided that a Professor appointed as Dean, will get his next turn after all the Professors in the Faculty, have been appointed as Dean in order of their seniority.

Provided further that in case there is no Professor in the Faculty, the Dean shall be appointed from amongst the Associate Professor in the concerned departments.

Provided further that in case there is no regular Professor/ Associate Professor in the Faculty, the Dean shall be appointed from amongst the Re-employed/engaged on contract basis Professor(s)/ Associate Professor(s) in the concerned departments.

Provided further that in case there is no Regular/Re-employed/ engaged on contract basis Professor(s)/Associate Professor(s) in the concerned department, the Dean shall be appointed from the regular/Re-employed/engaged on contract basis

* Added by the Executive Council Resolution No. 59 dated 11.03.2022 and the assent of the Hon'ble Chancellor vide letter No HRB-UA-31 (1)/2015/4422 01.06.2022.

Professor(s)/Associate Professor(s) in the department falling under other Faculties. However, if any Professor/Associate Professor is already appointed as Dean of any Faculty shall not be appointed as Dean of other Faculty.

- (2) Suitable remuneration shall be attached to the office of the Dean who shall hold office for a term of three years.

The Dean shall convene meetings of the Faculty and will preside over them.

- (3) The Dean shall be responsible for the coordination of teaching therein and the execution of the decision of the Faculty.
- (4) The Dean shall have the right to be present and to take part in discussion at any meeting of any committee of the Faculty.

Powers of Faculties

21. Subject to the control of the Academic Council, the powers of the Faculty shall be:-

- (a) to co-ordinate teaching and research work of the University in the Departments assigned to the Faculty;
- (b) to recommend to the Academic Council, the courses of studies and syllabi for the different examinations after necessary reports from the Boards of Studies;
- (c) to receive reports from the Departments for the creation and abolition of posts and to forward them to the Academic Council with such recommendations, as it may consider reasonable;
- (d) to discuss and suggest to the Academic Council schemes for the advancement of standards of teaching and examination; and
- (e) to deal with any other matter that may be referred to it by the Academic Council or the Vice-Chancellor or the Dean of the Faculty.

Chairpersons of Departments

22. (1) Each teaching department shall have a Chairperson who shall be appointed by the Vice-Chancellor for a period of three years by rotation; provided that—

- (a) if a Department has two or more Professors, the Chairpersonship shall rotate by seniority only amongst the Professors:

Provided that a Professor appointed as Chairperson shall get his next turn after all the Professor in the Departments have been appointed as Chairperson in order of their seniority;

- (b) if a Department has only one Professor, the Chairpersonship shall rotate between the Professor and the senior most Reader.
- (c) if a Department has no Professor, the Chairpersonship shall rotate between the two senior most Associate Professors;
- (d) the Vice-Chancellor, if he considers it necessary for any administrative reason, may deviate from the principle of seniority, in which case he shall report the matter to the Executive Council at its next meeting.

- (2) In the case of a Department where no teacher is eligible for appointment as Chairperson of such Departments, where instruction is imparted only upto the under-graduate level in the colleges, the Dean of the concerned Faculty shall be the Chairperson.
- (3) In case a senior person is on long leave, the next eligible person will be appointed as Chairperson of the Department and he shall continue as such till the completion of his term, even if the senior person returns from leave during that period. However, the senior person will be eligible for appointment as Chairperson after the expiry of the term of the present incumbent.
- (4) In case the Chairperson of the Department, by reason of illness, absence or any other cause, is unable to perform the duties of his office, the duties of the office shall be performed by the next eligible person, unless, the Vice-Chancellor orders otherwise.
- (5) In case a person refuses to accept the offer of appointment as Chairperson or resigns of his own, he will not be eligible for appointment as Chairperson of the Department till his turn comes again after the completion of the rotation circle amongst the eligible teachers.
- (6) If the Vice-Chancellor deems it necessary, he may appoint the next eligible person as Chairperson irrespective of the fact that the term of the present Chairperson has not yet expired, in which case he will report the matter to the Executive Council at its next meeting.

Appointments

23. (1) All appointments to teaching posts shall be made by the Executive Council on the recommendations of the Selection Committees.
- (2) Appointments to Class-A posts (non-teaching/technical) shall be made by the Executive Council, on the recommendation of the Establishment/Selection Committee.
- (3) (i) Appointments to post of Class-B shall be made by the Vice-Chancellor after complying with the due procedure laid down in the rules or orders.
(ii) Appointments on daily wages in respect of class C and D employees shall be made by the Registrar after complying with the due procedure laid down in the rules or orders.
- (4) Notwithstanding anything contained in clauses (1), (2) and (3) above, the Vice-Chancellor may, where he considers necessary, make an adhoc or temporary appointment for a period not exceeding six months, if it is not possible or desirable to make regular appointment. Where the appointing authority is the Executive Council, the decision taken by the Vice-Chancellor shall be reported to the Executive Council in its next meeting.

Selection Committees

- #24. (A) (1) The Selection Committee for recommending appointment direct/CAS of the teachers of the University namely Assistant Professor, Associate Professor and Professor under the relevant promotion scheme as approved by the University shall consist of

Added by the Executive Council Resolution No. 36 of 06.03.2023 and the assent of the Hon'ble Chancellor vide letter No. HRB-UA-31 (1)/2015/3295 dated 25.04.2023

the following:

- (i) *The Vice Chancellor shall be the Chairperson of the Committee.
 - (i) Dean of the Faculty concerned, wherever applicable not below the rank of Professor.
 - (ii) **Head/Chairperson of the Department/ Institute/ Centre concerned.
 - (iii) Three experts in the concerned subject/field nominated by the Vice Chancellor out of the panel of names approved by the Academic Council on the basis of their special knowledge of, or interest in the subject with which the Professor shall be concerned:
Provided that the Vice-Chancellor may add more names to the panel and report these to the Academic Council at its next meeting.
 - (iv) An academican not below the rank of Professor to be nominated by the Visitor/ Chancellor, wherever applicable.
 - (v) An academican representing SC/ST/ OBC/Minority/ Women/ Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates from any of these categories is an applicant and if any of the above members of the selection committee does not belong to that category.
- (2) The panels of names drawn up by the Academic Council and the additions, if any, made thereto by the Vice-Chancellor, as provided in the statutes, shall be subject to approval of the Chancellor:
Provided that in case one of the experts fails to turn up at the Selection Committee, after accepting the invitation to attend the same, the proceedings of the meeting shall not be invalidated:
Provided further that the Proceedings of the meeting of a Selection Committee shall not be invalidated in case any of the ex officio members of the Selection Committee fails to attend the meeting.
- (3) The Vice-Chancellor shall preside over at the meeting of a Selection Committee and the Registrar shall act as its Secretary. The meeting of a Selection Committee shall be convened by, or under the directions of the Vice-Chancellor.
 - (4) The Selection Committee shall consider and submit to the Executive council the recommendations as to the appointment referred to it. If the Executive Council is unable to accept the recommendations made by the Committee, it shall record its reasons and submit the case to the Chancellor for final orders.
 - (5) Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education and Sports, Librarians, Deputy Librarians, Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor, respectively, except that in Library and Physical Education and Sports or Sports Administration, respectively, practicing Librarian/Director Physical Education and Sports, as the case may be, shall be associated with the Selection Committee as one of the subject experts.
 - (6) Four members, including two outside subject experts, shall constitute the quorum.

*In case of Assistant Professor / Associate Professor and equivalent cadre, the Vice-Chancellor may nominate any person who has atleast 10 years of experience as Professor to act as Chairperson of the Committee.

**Not below the rank of Professor in selection committee for Associate Professor & Professor.

Senior Professor

(B) 1. The Selection Committee for recommending appointment direct/CAS of Senior Professor shall consist of the following persons:

- i) Vice Chancellor who shall be the Chairperson of the Committee.
- ii) An academician not below the rank of Senior Professor/Professor with minimum ten years experience who is the nominee of the Visitor/Chancellor, wherever applicable.
- iii) Three experts not below the rank of a Senior Professor/Professor with a minimum of ten years' experience in the subject/field concerned nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the university.
- iv) Dean (not below the rank of Senior Professor/Professor with minimum ten years experience) of the faculty, wherever applicable.
- v) Head/Chairperson (not below the rank of Senior Professor/Professor with minimum ten years experience) or Senior-most Professor (not below the rank of Senior Professor/Professor, with a minimum of ten years' experience) of the Department/School.
- vi) An academician (not below the rank of a Senior Professor/Professor with minimum ten years experience) representing SC/ST/OBC/ Minority / Women/ Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.

2. Four members, including two outside subject experts, shall constitute the quorum.

3. The Registrar shall be the Secretary of the "Selection Committee".

(C) The "Screening- cum- Evaluation Committee" for CAS promotion of Assistant Professors/equivalent cadres in Librarians / Physical Education and Sports from one level to the other higher level shall consists of:

(I) For University Teachers:

- i) The Vice-Chancellor or his/her nominees shall be the Chairperson of the Committee;
- ii) The Dean of the Faculty concerned;
- iii) The Head of the Department/ Chairperson of School; and
- iv) One subject expert in the subject concerned nominated by the Vice-Chancellor from the University panel of experts.

(II) For University Assistant Librarian:

- i) The Vice-Chancellor shall be the Chairperson of the Committee;
- ii) The Dean of the Faculty concerned;
- iii) The Librarian, University Library; and

- iv) One expert who is a working Librarian nominated by the Vice-Chancellor from the University panel of experts.

(III) For University Assistant Director, Physical Education and Sports:

- i) The Vice-Chancellor shall be the Chairperson of the Committee;
- ii) The Dean of the Faculty concerned;
- iii) The University Director, Physical Education and Sports; and
- iv) One expert in Physical Education and Sports Administration from University system nominated by the Vice-Chancellor from the University panel of experts.

Note: The quorum for these committees in all categories shall be three which will include one subject expert/University nominee.

The Registrar shall be the Secretary of “Screening cum Evaluation Committee”

Establishment Committee

- 25. The Constitution of the Establishment Committee shall be determined by the Ordinance.

Conditions of service for University employees

- *25 (A) Conditions of service of University employees shall be those as may be prescribed in the Ordinance governing ‘The Service and Conduct Rules for University Teaching and Non-Teaching Employees.

Constitution and function of the Academic and Planning Board

- 26. (1) The Planning Board shall consist of:-
 - (a) the Vice-Chancellor;
 - (b) Not more than seven persons of high standing in education who shall be appointed by the Chancellor on the recommendations of the Vice-Chancellor for a term of two years;
 - (c) the Registrar shall be the Secretary to the Board.
- (2) The recommendations of the Board shall be implemented after they are approved by appropriate authorities of the University.
- (3) It shall advise on the planning and development of the University particularly in respect of the standard of education and research in the University.

Convocation

- 27. Convocation of the University for conferring of degrees and for other purposes shall be held in such manner, as may be laid down by the Executive Council, from time to time, by means of an Ordinance:

Provided that every proposal to confer an honorary degree shall be a subject to the confirmation of the Chancellor.

* Added by the Executive Council Resolution No. 7 of 31.03.2017 and the assent of the Hon’ble Chancellor vide letter No. HRB-UA-31 (1)-2015/5477 dated 14.06.2017.

Departments

28. There shall be University Teaching Departments duly created by the Academic Council on the recommendation of the Vice-Chancellor in the various Faculties of the University.

Assignments of Department of studies to Faculties

29. The Departments of Studies shall be assigned to various Faculties by the Academic Council on the recommendation of the Vice-Chancellor.

Board of Studies

30. (1) Every Department included in Faculty, shall have two Boards of Studies, one for under-graduate studies and the other Board of studies for Post-Graduate Studies and Research.

- (2) The Board of under-graduate studies shall consist of:-

- (i) Chairperson of the Department;
- (ii) one Professor appointed or recognized by the University in the Department, to be nominated by the Vice-Chancellor, by rotation, according to seniority;
- (iii) one associate professor and one assistant professor appointed or recognized by the University in the Department, to be nominated by the Vice-Chancellor, by rotation, according to seniority:

Provided that no such teacher shall be nominated for two consecutive terms:

Provided further that a teacher who has been nominated as a member of the faculty shall not be nominated under this sub clause;

- (iv) six teachers (including principals) of Under-Graduate Courses from the colleges in the subject concerned, to be nominated by the Vice-Chancellor, by rotation, according to seniority, to be determined by the length of under-graduate teaching experience ensuring that there is not more than one such member from any one college;
- (v) two outside experts to be nominated by the Vice-Chancellor on the recommendation of the Chairperson of the Department:

Provided that the Executive Council at the request of the Academic Council, may increase the number of members of a Board of Studies, under sub-clause (iv) above.

- (3) The Board of Post-Graduate Studies and Research shall consist of :-

- (i) the Chairperson of the Department
- (ii) all the Professors appointed or recognized by the University in the Department.
- (iii) two Associate Professor and two Assistant Professor appointed or recognized by the University in the Departments to be nominated by the Vice-Chancellor, by rotation according to seniority.
- (iv) two teachers including the Heads of the Post-Graduate Departments in colleges admitted to the privileges of the University in the subject concerned with at least ten

years teaching experience out of which five years shall be as Post-Graduate Degree Teacher, to be nominated by the Vice-Chancellor, by rotation, according to seniority to be determined by the length of Post-Graduate Teaching experience:

Provided that if the number of colleges having Post-Graduate Department is more than six, then one more teacher of the subject concerned shall be nominated but not more than one such member shall be from the same college;

- (v) two outside experts to be nominated by the Vice-Chancellor on the recommendation of the Chairman of the Department:

Provided that the Executive Council at the request of the Academic Council, may increase the number of members of a Board of Studies under sub-clause (iv) above.

- (4) (i) The Board of under-graduate studies shall recommend to the Academic Council, through the Faculty concerned, courses and syllabi of studies and text books for the various subjects for under-graduate courses and the Board of post-graduate studies shall make such recommendations in respect of the courses for post-graduate classes and research degrees.
- (ii) The Board of Studies shall also make recommendations to the Academic Council, regarding the appointments of Paper-setters and examiners for the under-graduate or the post-graduate courses, as the case may be.
- (iii) The Board of Studies shall deal with any other matter that may be referred to them by the Faculty. The Chairperson of the Department shall be the Chairperson of the Board. Members, other than ex-officio members, shall hold office for two years:

Provided that a person whose book or any other publication is to be the subject of consideration before the Board, shall not be attached to the Board:

Provided further that a person who, in one way or the other, is involved in publication of cheap notes, guides or help books shall not be eligible to be a member of a Board of Studies.

Withdrawal of degree/ diploma etc.

31. A degree, diploma, certificate and other academic distinctions may be withdrawn by the University:-

- (a) if the candidature of the person concerned has been cancelled or result quashed in accordance with the manner laid down by the Ordinances; or
- (b) if the candidate has misbehaved at a convocation of the University:

Provided that the question whether a person has misbehaved in terms of this statute shall be finally decided by the Vice-Chancellor; or

- (c) When sufficient evidence is laid before the Academic Council showing that any person on whom a degree or diploma etc. was conferred by the University has been convicted of what is in their opinion a serious offence, the Academic Council may recommend to the Executive Council that such a degree or diploma be cancelled.

Withdrawal of approval, recognition of teachers

32. Approval, recognition to a teacher may be withdrawn by University-
- (a) if the teacher fails to perform duties in accordance with the manner laid down by the Ordinances; or
 - (b) if sufficient evidence is laid before the Executive Council that the teacher has committed an act which in their opinion is a serious offence, the Executive Council may withdraw approval, recognition of the teacher.

Gratuity, ex-gratia grant etc.

33. The University shall provide for the benefit of its officers, teachers and other employees, gratuity, ex-gratia grant etc. on the pattern of the Government.

Fellowships, scholarships, medals and prizes

34. The number and value of fellowships, scholarships, medals and prizes to be awarded shall be determined by the Executive Council either on its own initiative or on the recommendations of the Academic council or Finance Committee.

Limitation of term of membership

35. (1) Notwithstanding anything contained in these Statutes, a person, who is a member of any authority or body of the University in his capacity as a member of a particular authority or body or as a holder of particular appointment, shall hold office so long only as he continues to be member of that particular authority or body or the holder of that particular appointment, as the case may be:

Provided that a teacher-member of any authority or body of the University, who resigns his service or proceeds on leave for six months or more, shall cease to be a member of the respective body and a substitute shall be appointed. If the period of his leave is less than six months, his membership shall be held in abeyance till his return or the expiry of the period of six months, whichever is later. No substitute member shall be appointed or elected, where the membership is held in abeyance.

- (2) If a teacher is on leave for a period of six months or more, he shall not be eligible for nomination or re-election for that particular vacancy. He shall, however, be eligible for nomination or election in a vacancy which may arise after his return from leave.

Termination of membership etc.

36. Notwithstanding anything contained in these Statutes or the Ordinances, no person, who has been convicted of any offence involving moral turpitude or has been dismissed for misconduct from a Government or Semi-Government institution or from a University or an educational institution of any kind, shall be eligible to become, or to continue as a member of any authority of this University or of any committee appointed by the University. A person under suspension shall not be allowed to sit in any meeting of above authorities or Committee during the period of his suspension.

Disqualification for memberships

37. If a person is debarred by the Academic Council from any work of the University on account of any kind of malpractice on his part in connection with a University examination, such a person shall be disqualified to become, or to continue as a member of any body or authority of the University so long as the bar lasts.

Delegation of administrative and financial powers

38. (1) The officers, teachers and other employees of the University may exercise, subject to the control of the Vice-Chancellor and the superior officers concerned, such administrative and financial powers, as the Executive Council may delegate through Ordinances, Rules, Regulations or by resolutions adopted by it.
- (2) The Vice-Chancellor or the Registrar, with the approval of the Chancellor, may delegate to an officer, teacher or any other employee of the University such powers as he considers necessary which have been vested in them by the Statutes, Ordinances and Regulations.

Affiliation of Colleges/Institutes

- *39. 1. Condition of admission of Colleges/Institutes to the privileges of the University for grant of affiliation and the withdrawal of such Privileges for affiliation.
- a) The University shall establish, maintain and grant affiliation to the colleges/institutes established/Proposed to be established within its jurisdiction subject to such conditions, if any, as may be decided upon by the University and the Executive Council from time to time.
- b) The Colleges shall be of two types of namely University maintained colleges and affiliated colleges.
- c) The Indira Gandhi University, Meerpur, Rewari shall exercise its powers over colleges/institutions of general education/Special Education, technology, engineering, Law & management education in district of Rewari & Mahendergarh and the various courses being run in the campus of the University and/or such other jurisdiction as may be notified by the State Government from time to time.
2. An application for grant of affiliation shall be made by the concerned Department of the State Govt. or the officer authorized on its behalf in the case of a Govt. College and by the chairman or any other person authorized by a society registered under the societies registration act or a public trust constituted under any law for the time being in force in case of Non-Govt. college or a private limited non-profit company registered under Section-8 under the new Companies Act-2013 or under Section-25 as per old Companies Act- 1956, in case of non-Govt. college.
- The last date by which such an application should reach the Registrar of the university

* Added by the Executive Council Resolution No. 82 of 09.11.2023 and the assent of the Hon'ble Chancellor vide letter No. HRB-UA-31 (1)-2015/2831 dated 12.04.2024.

shall be as provided in the Schedule-I given in the ordinance relating to the procedure for grant of affiliation subject to the grant of NOC by the State Government and approved/recognition by the concerned Apex Regulatory Body. An application for seeking permission to start additional courses, shall be made by the principal of the college or the concerned Department of the State Government, along with prescribed processing fee for each course/subject, and must reach the Registrar, complete in all respect, by the date given in Schedule-I.

3. A college applying for affiliation shall send an application to the Registrar and shall satisfy the Academic Council/Executive Council:
 - a) that unless it is Government college, the college shall have a regularly constituted governing body.
 - b) that the qualifications of the teaching staff, their grades of pay and the conditions governing their tenure of office are in accordance with Statute/ordinances/rules laid down by the university (every teacher appointed in a non-Govt. affiliated college shall be subject to the approval of the Vice-Chancellor in the manner prescribed by the University).
 - c) that the buildings in which the college is to be located are suitable and that provision will be made in conformity with the rules of the University (i) for the residence of the students not residing with their parents/ guardians in the college or in lodgings approved by the college and (ii) for their supervision and physical welfare.
 - d) that the provision has been or shall be made within a specified period for a library according to the University norms.
 - e) that where recognition/affiliation is sought in any branch of experimental science, arrangements have been or will be made in conformity with the rules of university for imparting instruction in that branch of science in a properly equipped laboratory or museum.
 - f) that the provision will, so far as circumstances may permit, be made for the residence, of the head of the college and some members of the teaching staff, in or near, the college or the place provided for the residence of students.
 - g) that financial resources of the college are such as to make the provision for its continued maintenance that the required amount of endowment fund has been deposited with the Directorate of Higher Education.

Note:

For starting a new college/institution or for introducing a new subject(s)/course(s)/additional intake, it shall be incumbent upon the applicant/applicants to obtain "No Objection Certificate" from the concerned department in the State Govt./concerned regulatory body (wherever is applicable) without which no request for affiliation shall be entertained.

- h) that the recognition/affiliation of the college having regard to the educational facilities provided by other colleges in the same neighborhood will not be injurious to the interest of education.

- i) that the colleges rules fixing the fees (if any) to be paid by the students are not framed as to involve such competition with any existing college in the same neighborhood as would be injurious to the interest of education. The application shall further contain an assurance that after the college is affiliated/recognized no transference of management shall be made except with the prior approval of the university and that all changes in the teaching staff shall forthwith be reported to the university for approval and that the institution shall faithfully observe the provisions of the Act, Statutes, Ordinances and Regulations of the university, as made from time to time.
4. The application shall be accompanied by the following statements, in addition to other particulars expressly required by the ordinances:
- a) a statement containing full information regarding the constitution of the governing body and the names of its members.
 - b) a statement showing the names of teachers employed, or proposed to be employed, their qualifications, the subjects or subject proposed to be taught by each of them, their salaries, grades of pay.
 - c) a complete plan to scale, of the buildings and ground.
 - d) a statement indicating:
 - (i) the number of students attending the college or proposed to be admitted to the college.
 - (ii) the number of students not residing with their parents or guardians.
 - (iii) the arrangements made or proposed to be made for the residence in the college, or lodging approved by the college of students not residing with their parents or guardians.
 - (iv) the arrangements made or proposed to be made for the supervision of students and their physical welfare including arrangements for games, physical training, playgrounds and medical assistance.
 - (v) the arrangements made or proposed to be made for the welfare of girl students, if the college provides co-education.
 - e) a statement showing the number and character of the books composing the library, and the expenditure annually provided or proposed to be provided for the improvement of the library.
 - f) a statement showing the appliances (including laboratory equipment, apparatus and chemicals etc.) provided or proposed to be provided for teaching the subjects in which recognition is being sought and amount to be annually incurred on such appliances.
 - g) a statement showing the accommodation provided for the residence of the principal of the college and of members of the teaching staff in or near the college of the place for the residence of student.
 - h) a statement showing the financial resources of the college, including a statement of the annual income and expenditure.
 - i) a statement showing the rates of fee proposed to be levied and the number of students

exempted wholly or in part from such fees.

- j) a statement with proof that the management:
 - (i) Has deposited the endowment fund as required under the rules of the university.
 - (ii) Has adequate buildings, equipment, furniture and library books or adequate funds, as determined by the university for the purpose.
 - k) Detailed project report with full justification regarding establishment of new college/institute.

Note: For starting a new college/institution or for introducing a new subject/course or courses of study, it shall be incumbent upon the applicant/applicants to obtain 'no objection' certificate recognition/ approval from the concerned Apex/Central Body (s) the case may be from the Director, Higher Education, without which no request for affiliation shall be entertained.

5. On receipt of an application for recognition/affiliated of a new college, the Registrar shall, after ensuring that the application is complete in all respects place the matter before the Vice-Chancellor, who will appoint an inspection committee consisting of two or more competent persons.
6. The inspection committee(s) shall visit the college and submit their report in a form prescribed by the university to the Registrar within two weeks of the date of receipt of the communication. The report of the inspection committee shall be placed before the Academic Council/Executive Council at the earliest opportunity.
7. Where an application, or any part thereof, is granted by the Academic Council/Executive council, it will specify the course(s) of instruction in respect of which the college is affiliated, and where the application or any part thereof is refused, the grounds of such refusal may be stated. Provided that no college shall be affiliated with retrospective effect in respect of any course of instruction.
8. Any application for the grant of recognition/affiliation may be withdrawn at any time before a decision is taken by the Executive Council.
9. A college affiliated to this university shall pay an affiliation and course fee and thereafter continuation fee as prescribed in Schedule-I given in the ordinance.
10. If a college fails to start classes during the academic year which permission has been given, the permission for the course concerned shall have to be re-obtained.
11. If a college does not provide instruction for three years (or till the completion of the duration of the course) continuously in a course for which affiliation had been granted, the affiliation for the course shall stand cancelled.
12. (a) A college shall not, without the previous permission of the Academic Council suspend instruction in a course of study for which it is authorized to teach.
(b) If the governing body/board of Governors as the case may be, of a college proposes to discontinue a particular course/subject or reduce the seats in the college, it shall seek the prior permission of the university and an application giving reasons in support of the proposal shall be made by the date as provided in the schedule given in the Ordinance.

- (c) In the case of discontinuation of the college, it shall be incumbent upon the governing body of the institution concerned to give a notice of one year to its employees regarding termination of their services, which will take effect only if and when the permission is granted by the university and subject to the condition, if any, imposed by it.
 - (d) The discontinuation in respect of an integrated course of study/subject for which it is affiliated shall be in stages as under:
 - (i) In the first year, admission to Part-I class will be discontinued and admission for Part-II, III will continue.
 - (ii) In the 2nd year, admission to part-II class will be discontinued and admission for Part-III if any, will continue.
 - (iii) In the 3rd year, there may be no admission (in case of three year course).
 - (iv) In the 4th year, there may be no admission (in case of four year course).
 - (v) In the 5th year there may be no admission (in case of five year course).
13. Where a college desires to add to the course of instruction in respect of which it is affiliated/admitted to the privileges of this university, the procedure prescribed by Clauses 2, 3 and 4 above shall so far as be applicable, be followed. Provided that in such case the condition of inquiry/inspection may be dispensed with, if the Executive Council deems it fit. The inspection committee, if appointed shall submit its report as per proforma prescribed by the university.
 14. Every college shall also furnish such reports, returns and other information as the Academic Council/Executive Council may require, from time to time, to enable it to judge the efficiency of the college.
 15. The Principal/Director of affiliated college/institutes shall submit to the Registrar before the start of each academic session or before 31st of August each year, a report indicating:
 - (a) The change in the Governing Body management.
 - (b) Changes in (i) the teaching staff and qualifications of new members (ii) other staff.
 - (c) Detail of teaching & non-teaching staff as per requirement of the Central Body/State Govt./University duly approved by the university on the given format as prescribed from time to time.
 - (d) Income & expenditure of the previous financial year.
 - (e) Results of examinations.
 - (f) Scholarships.
 - (g) Condition of Library and detail of books added every year including Journal etc.
 - (h) Detail of Income & Expenditure of Student fund/Amalgamated Fund with all supporting documents.
 - (i) A request alongwith compliance report in case of conditional provisional affiliation and continuation/extension fee as prescribed in schedule-I regarding grant of further continuation/extension for 2nd/3rd & 4th year course(s) within prescribed period as given in Schedule-I of ordinance.
 16. The following record must be kept by every recognized/affiliated college and submitted, when required, to the officer nominated by the Vice-Chancellor:-

- (i) A register of admission and withdrawals. The register will be given in the case of every student, the date of admission, the date of birth, name of birthplace, percentage, attendance at college examinations and results of such examinations, a record of university career and date of withdrawal.
 - (ii) Registers of daily attendance of students and teaching faculties/non-teaching staff.
 - (iii) A register of fees.
 - (iv) A time table.
 - (v) Details of students who have been restricted due to one reason or other by the college management.
 - (vi) Compliance report of previous condition of affiliation alongwith supporting documents.
17. The Academic Council/Executive Council/Vice-Chancellor shall cause every recognized/affiliated college to be inspected from time to time by one or more competent persons authorized by it in this behalf.
Provided that each permanent affiliated college shall be inspected ordinarily once in every three years, and at other times where in the opinion of the Academic Council/Executive Council, such inspection is necessary.
18. In the beginning of each financial year, the Academic Council/Executive Council/Vice-Chancellor, may appoint inspection committee for colleges provisionally affiliated to be inspected during that year for grant of continuation/extension of the existing courses with existing intake.
19. An inspection committee to be constituted by the Vice-Chancellor shall, ordinarily consist of three or more competent members.
20. The convener/members of the inspection committee shall be appointed by the Vice-Chancellor, and the convener of the inspection committee will be responsible for arranging the inspection.
21. The members of the inspection committee shall be paid TA/DA of the classes to which they are entitled according to rules prescribed by the State Govt. from time to time and in addition, an inspection/sitting fee of Rs. 3000/- per member or as amended/revised/ prescribed by the State Govt./University from time to time. The TA/DA & sitting fee shall be paid by the college concerned.
22. The inspection will be directed primarily to the purpose of ascertaining:
- a) If the conditions of recognition/affiliation prescribed by the university are complied with.
 - b) That adequate measures are taken to ensure efficiency as regards:-
 - (i) Qualifications of, and duties performed by the members of the staff.
 - (ii) Instruction, residence and supervision of the students.
 - (iii) Accommodation for classes and administrative offices.
 - (iv) Furniture, apparatus and sanitary arrangements.
 - (v) Library.
 - (vi) Registers for various purposes.

- (vii) Other similar matters.
- c) If the rules concerning the science practical are being complied with and the laboratories are properly fitted with requisite apparatus, gas and water supply.
- d) To check the compliance of previous condition of affiliation and to consider the matter for further grant of extension/continuation for 2nd/3rd & 4th year with earlier existing intake (as the case may be) and without grant of extension for the particular year of the course no admission will be allowed.
23. The detailed report of the inspection committee shall be submitted in printed form alongwith inspection performa prescribed by the university within 10 days of the date of inspection to the Registrar for consideration by the Academic Council/Executive Council.
24. If the report calls for any action by the Academic Council/Executive Council, the Academic Council/Executive Council shall specify the points on which it considers the college deficient and fix time, which may be extended for sufficient reasons, within which the college shall take necessary action to comply with the direction of the Academic Council/Executive Council.
25. (i) Each College (except institutions run as per norms laid down by AICTE) shall have a managing committee known as governing body/board of governors, shall be elected by the General Body or the Collegiums other than the members nominated by the competent/ex- officio i.e., Principal, consisting of not less than three and not exceeding 21 members. The office bearers shall comprise of the President, Vice-President, Treasurer, General Secretary and Secretary. The first four shall be elected by the general body or the collegiums of the society/trust/a private limited non-profit Company registered under Section-8 under the new Companies Act-2013 or under the Section-25 as per old Companies Act-1956, running the college/institute. The principal shall be the ex- officio Member-Secretary of the Governing Body. Of the remaining sixteen members 11 shall be elected by the General Body or the Collegiums of the Society/Trust/a private limited non-profit company registered under Section-8 under the new Companies Act-2013 or under Section-25 as per old Companies Act-1956, one shall be nominated by the university, one by the State Govt., and three shall represent the staff by election. In cases where the Governing Body consists of less than 21 members, the number falling in each of the above categories will be determined on a proportionate basis, the representation of the university and the Govt. remaining invariable. As soon as the Governing Body is constituted, the names of the members will be communicated to the university and the Director of Higher Education Haryana by the secretary. The life of the Governing Body shall be three years and fresh election shall be held after every three years. The election of office bearers and members of EC among the collegiums shall be held under the supervision of an observer to be appointed by the university who shall certify that the election has been held properly and according to rules. In case the elections are not held at the end of the period stipulated above, the university shall be competent to constitute a new Governing Body or shall forward the matter to the

Director Higher Education Haryana for appointment of administrator. The constitution, election and personnel of the Governing Body shall be subject to the approval of the university. The change in the constitution on the above lines shall be a pre-condition for the release of maintenance and other grants. Applications for grants, accompanied with certificates that the salaries of the employees have been paid and all other conditions relating to affiliation and such grants have been complied with shall be routed through the university. If in inquiry, it is found that a recognized non-govt. college is not being properly administered, the Executive Council, may authorize the Vice-Chancellor to appoint additional representatives or representatives of the university on the managing body of the college for such period as may be prescribed by the Executive Council, If the representative of the university are not invited to a meeting of the managing body and or/a meeting of the Governing Body is held without the presence of the university representative, the proceedings of that meeting shall be regarded as invalid. In case, the University representative does not attend a meeting even after having confirmed his presence in writing the proceedings of such meeting shall be valid.

- (ii) The Board of Governors on AICTE approved institutions shall be constituted as under:-
- a) The Governing Body shall have at least eleven members including the Chairman and the Member-Secretary. The Registered Society/Trust shall nominate six members including the Chairman and the Member-Secretary and the remaining five members shall be nominated as indicated below.
 - b) Chairman to be nominated by the Registered Society/ Trust. The Chairman of the Governing Body shall preferably be a technical person either entrepreneur of an industrialist or an educationist of repute who is interested in development of technical education and has demonstrated an interest in promotion of quality education.
 - c) Two to five members to be nominated by the Registered Society/Trust.
 - d) Nominee of the All-India Council for Technical Education- Regional Officer (Ex-Officio).
 - e) An industrialist/technologist educationist from the Region to be nominated by the concerned Regional committee as nominee of the council, out of the panel approved by the Chairman of the Council.
 - f) Nominee of the affiliating body/university.
 - g) Nominee of the State Government-Director of Technical Education (ex-officio).
 - h) An Industrialist/technologist/educationist from the region nominated by the State Government.
 - i) Principal/Director of the concerned technical institution (as the nominee of the society/Trust-member secretary).
 - j) Two faculty members to be nominated from amongst the regular staff one at level of Professor and one at the level of Assistant Professor.
 - k) The number of members can be increased equally by adding nominees of the

Registered Society and by adding an equal number of educationists from the region keeping in view the interest of the Technical Institution. The total number of members of a Governing Body shall, however, not exceed 21. The above constitution is subject to change by AICTE from time to time.

- l) There must be at least three meetings of the governing body in a year i.e. one per term. TA/DA and sitting fee as decided by the State Govt./University from time to time to the university representatives shall be paid by the college concerned.

Note: i) "Managing Committee" means the Managing Committee of an affiliated college or colleges and includes a person or body of person for the time being entrusted with the management of the affairs of such college or colleges.

- ii) Every college has to follow the guidelines regarding election of college Governing Body/ as prescribed by the university from time to time.

26. The conditions for the grant of Association to the institutions for Oriental Titles/Modern Indian Languages examinations shall be those as prescribed in the ordinance.

27. If at any time, the Executive Council finds, that a college/institution is not complying with the requirements of the Act, Statutes, Ordinances or Regulations of the university or any instructions issued by it or on its behalf, the Executive Council will have the authority to impose any one or more of the following penalties:

- i) Students of the college concerned shall not be accepted for the university examinations.
- ii) The college staff shall be debarred from university work such as appointment as examiner, superintendent of examination centers etc.
- iii) The Principals or the teacher concerned shall be debarred from seeking election or nomination to a university body or his name shall be removed from the list of members of the university bodies:
- iv) the approval granted to the governing body of the college, be withdrawn in part or in whole.
- v) Financial penalty as may be deemed appropriate by the Academic Council may be recommended keeping in view the circumstances of each case.
- vi) Reduce seats for the next academic session by not exceeding twice the number of irregular admissions made or in case of availability of less than required teaching faculty proportionately.
- vii) The affiliation/associate status granted to a college or an institution by the university may be withdrawn in part or in whole or modified.

Provided that whenever any penalty under clause (v) and/or (vii) above is imposed the same shall be communicated to the Central Regulatory Body/Authority for such further action as may be decided at that/their level.

28. Where the Executive Council proposes to withdraw the affiliation/associated status of a college/institution, in whole or in part, the Executive Council shall authorize the Registrar to send to the head of the college/institution concerned, a notice stating therein

- the ground on which the action is proposed to be taken together with the indication that any representation in writing submitted on behalf of the college/institution within a specific period, shall be considered by the Executive council. The period may be extended if considered necessary by the Executive Council.
29. On receipt of the representation/reply to the notice or on expiry of the period referred to clause above, the Executive Council shall consider the notice of motion, the statement or representation, if any, and make such order as the circumstances may require.
 30. Whereby an order made under Clause-28, the rights conferred on, by affiliation/associated status are withdrawn in whole or in part the grounds for such withdrawal shall be stated in the order and communicated to the head of the college/institution concerned.
 31. In the event of withdrawal of the affiliation/associated status of a college/institution, the Executive Council shall have power to decide regarding the disposal of the amalgamated fund/student fund.

HARYANA GOVERNMENT HIGHER EDUCATION DEPARTMENT

Notification The 21st June, 2017

No. S.O. 44/H.A. 29/2013/S. 4/2017.— In exercise of the powers conferred by sub-section (1) of section 4 of Indira Gandhi University, Meerpur Act, 2013 (29 of 2013), the Governor of Haryana hereby specifies that from the session 2017-18, Indira Gandhi University, Meerpur shall exercise its powers over the Government and Non-Government colleges situated in the districts Rewari and Mahendergarh.

DR. MAHAVIR SINGH,
Principal Secretary to Government Haryana,
Higher Education Department.
55428—L.R.—H.G.P., Chd.