

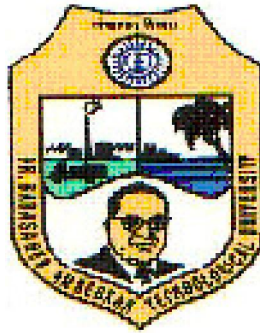
Dr. BabasahebAmbedkar Technological University

(Established as a University of Technology in the State of Maharashtra underMah. Act No. XXIX of 2014)

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FIRST STATUTES OF

Dr. BabasahebAmbedkar Technological University

State of Maharashtra

Preamble

The idea of establishing a Technological University in Konkan region as an instrument of development was conceived by the Government of Maharashtra in 1981. As per the recommendations of the Expert Committee, the Government established Dr. BabasahebAmbedkar Technological University; *vide* Act No. XXII of 1989. The University is situated at Lonere in Raigad District, in a rural setting which provides an environment, ideal and conducive for nurturing academic progress, pursuit of research and contemplation. The University is committed to provide guidance and directions in quality technical education, research and development to meet the needs of industry, businesses, and the society, at large. 1st March 2016 is another milestone now in the history of this University, when the State Government has declared the University as the TechnologicalUniversity of the State of Maharashtra to which the Engineering & Technology, Pharmacy, Architecture and Hotel Management and Catering Technology colleges and Institutes from the State shall get affiliated over the next few years.

Commensurate with the provisions of the University Act, the University has the following strategic intent in terms of vision, mission and values:

Vision: The University is committed to become a leading Center of Excellence in the field of Engineering, Technology and Sciences as a ‘Seat of Learning’ with national character and international outlook.

Mission: The University is committed to provide quality technical education, research and development services to meet the needs of industry, business, service sector, and the society, at large.

Core Values: Strength, Endurance, Openness, Effectiveness, Commitment to Quality.

After implementation of the Dr. BabasahebAmbedkar Technological University Act 2014, it is felt that necessary provisions should be made to enable the University to effectively meet basic objectives of creating, preserving, and disseminating knowledge in appropriate fields of Science, Engineering and Technology, in a rapidly developing and changing society. As per the Maharashtra Act No. XXIX of 2014 i. e. Dr. BabasahebAmbedkar Technological University Act, 2014, it is necessary to provide the First Statutes as per Section 39 and 40 (1), which are to be made by the First Vice Chancellor of the University with approval of the Chancellor with respect to the matters set out in Section 39 of the act. The First Vice Chancellor is entrusted with the responsibility as per the Section 106(2) of the act to prepare the First Statutes, Ordinances, Regulations and Rules necessary for giving effect to the provisions of the Act and effective working of the University. The following will be called as the First Statutes defining the constitution, powers and duties of the authorities of the University:

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1. TITLE AND COMMENCEMENT OF THE STATUTES AND NAME AND ADDRESS OF THE UNIVERSITY

A. These Statutes may be called the “First Statutes of Dr. BabasahebAmbedkar Technological University”.

B. Commencement: The Statutes shall come into force from such date as may be notified by the Government of Maharashtra.

C. ADDRESS OF THE UNIVERSITY

1. The principal seat of the University shall be at Lonere in Raigad district in Konkan region or any other place as decided by the Government of Maharashtra
2. The University shall have four Regional Centers at Mumbai, Pune, Nagpur and Aurangabad.
3. The University shall have five Sub-regional Centers at Kolhapur, Solapur, Amravati, Nanded and Jalgaon or at any other places decided by the Government of Maharashtra

D. RIGHT TO INTERPRET

In case of dispute as regards the construction, meaning and interpretation of these statutes, the Chancellor of the University shall be the competent authority and his/her decision on all questions relating to the interpretation of these statutes shall be final and binding on all.

2. DEFINITIONS

In the interpretation of these Statutes, unless there is something inconsistent with the subject or context requires, (as per section 2 of the Act)–

- (1) “Academic Council” means the Academic Council of the University
- (2) “Academic staff” means such categories of staff as are designated as academic staff of the University
- (3) “Act” means the Dr. BabasahebAmbedkar Technological University Act No. XXIX of 2014.
- (4) “Affiliated College / Institution” means a college / institution which has been granted affiliation by the University and is hereinafter referred to as “College / Institution”
- (5) “Appointed day” means the day notified under sub-section (2) of section 1 of the Act No. XXIX of 2014;
- (6) “Autonomy” means a privilege of the University conferred by the Statutes to permit an affiliated college, institution or a University department to conduct academic programs and examinations, develop syllabus for the respective subjects and issue certificates of passing the examinations, etc.;
- (7) “Autonomous college”, “autonomous institution” or “autonomous department” means a college, institution or department of the University to which academic autonomy is granted and is designated to be so by the Statutes
- (8) “Board of Examination” means Board of examination of the University
- (9) “Board of Studies” means the Board of Studies of the University
- (10) “Chancellor” means the Chancellor of the University;
- (11) “Conducted College” means a college conducted by the University, or affiliated to the University, situated in the University area;
- (12) “Conducted institution” means the institution conducted by the University;

- (13) “Controller of examination” means the Controller of Examination of the University
- (14) “Dean” means the Dean of the Faculty
- (15) “Dean of Research and Development” means the Dean of Research and Development of the University
- (16) “Denotified Tribes (*VimuktaJatis*)” means tribes, declared as such by the State Government, from time to time;
- (17) “Department” means a department designated to be so by the Statutes, with reference to a subject or a group of subjects;
- (18) “Director” means a head of an institution, including cells at Main centre, a Regional Center, or a school of the University or a Center of Advanced Studies;
- (19) “Director of Technical Education” means the Director of Technical Education, Maharashtra State;
- (20) “Executive Council” means the Executive Council of the University;
- (21) “existing University” means the Dr. BabasahebAmbedkar Technological University, constituted under the Dr. BabasahebAmbedkar Technological University Act, 1989;
- (22) “extension education and service” means educational activities undertaken by the University, other than regular teaching and training activities
- (23) “Faculty” means a faculty of the University;
- (24) “Finance Committee” means the Finance Committee of the University;
- (25) “Government” or “State Government” means the Government of Maharashtra;
- (26) “Grievances Committee” means the grievances committee constituted to look into the grievances of the concerned employee of the University;
- (27) “Hostel” means a place of residence for the students of the University or college or institutions provided, maintained or recognized by the University;
- (28) “Head of the conducted institution” means the teacher, principally responsible for instructions or research in the conducted institution;
- (29) “Head of the recognized institution” means the person principally responsible for administration and teaching in the recognized institution
- (30) “Head of Department” means the teacher principally responsible for instruction, training or research in a department;
- (31) “Institution” means an academic institution of higher learning, not being a college, associated with and admitted to the privileges of the University;
- (32) “Local Managing Committee” means a committee constituted for an affiliated college under the provisions of the Act;
- (33) “management” means the trustees or the managing or governing body of any trust registered under the Bombay Public Trusts Act, 1950 or any society registered under the Societies Registration Act, 1860, under whose management an institution to be admitted to the privileges of the University functions;
- (34) “Nomadic Tribes” means tribes as declared by the State Government,
- (35) “Other Backward Classes” means and includes such classes or parts of or groups within such classes as are declared by the State Government to be Other Backward Classes;
- (36) “Planning and Evaluation (Monitoring) Board” means the Planning and Evaluation (Monitoring) Board of the University;
- (37) “prescribed” means prescribed by the Statutes, Ordinances or regulations as the case may be,

- made by or under the Act;
- (38) “Principal or Director” means head of a college, specialized educational institution, or other recognized institutions duly approved by the University;
- (39) “recognized institution” means an institution of higher learning, research or specialized studies, other than a college, and recognized to be so by the University;
- (40) “Reference Date” means the date on which the application for granting permanent affiliation under Section 47 – 50 of the Act along with a requisite fee, is received by the University from the College / Institution and hereinafter is referred to as “R.D”.
- (41) “Regional center” means a center established or maintained by the University, as its constituent unit, for the purpose of coordinating and supervising the work of students and institutions and for rendering any other assistance including training, conducting classes and administering examinations and for performing such other functions as may be conferred on such center by the Executive Council
- (42) “Registrar”, means the Registrar of the University
- (43) “Scheduled Castes” means such castes, races or tribes or parts of, or groups within, such castes, races or tribes as are deemed to be Scheduled Castes, in relation to the State of Maharashtra under article 341 of the Constitution of India and, for the purposes of this Act includes *Nav-Buddhas*;
- (44) “Scheduled Tribes” means such tribes or tribal communities or parts of, or groups within, such tribes or tribal communities as are deemed to be Scheduled Tribes in relation to the State of Maharashtra under article 342 of the Constitution of India residing in any part of the State of Maharashtra and, for the purpose of this Act, includes *VimuktaJatis* and Nomadic Tribes;
- (45) “Statutes”, “Ordinances” and “Regulations” mean, respectively, the Statutes, the Ordinances and the Regulations of the University made or deemed to have been made under the Act;
- (46) “Sub-center” means a center established and maintained by the University, as its constituent unit, for the purpose of advising, counseling or for rendering any other assistance required by the student and institutions and for performing such other functions as may be conferred on such center by the Executive Council;
- (47) “Teacher” means a full-time Professor, Associate Professor, Assistant Professor, Adjunct Professor, Visiting professor, Honorary professor, Visiting fellow, Librarian or Tutors in University departments, any conducted, affiliated or recognized institution in the University, and includes any other persons, imparting instruction or guiding research, whether serving full-time or part-time or in honorary capacities, who are designated to be teachers by the Statutes;
- (48) “University” means the Dr. Babasaheb Ambedkar Technological University, established under Section 3 of the Act No. XXIX of 2014;
- (49) “University area” means the area of the whole of the State of Maharashtra
- (50) “University Schools” means schools established by the University;
- (51) “University Grants Commission” means the University Grants Commission constituted under the University Grants Commission Act, 1956;
- (52) “Vice-Chancellor” means the Vice-Chancellor of the University

3. UNIVERSITY OPEN TO ALL

The University, under section 7 of the Act, shall be open to all persons, irrespective of caste, creed, religion or sex and no person shall be excluded from admission to any degree, diploma, certificate or other academic distinction or courses of study, or from any office of the University or from membership of any of its authorities, bodies or committees, or from appointment to any post on the ground only of religion, race, caste, sex, place of birth or political or other opinion. The University shall not prescribe to any specific religious, political or community ideology and shall work solely with objective of development of scientific knowledge and technology development for the benefit of society, industry and the Nation at large.

3.1 THE OBJECTS OF THE UNIVERSITY SHALL BE

- (a) to provide facilities and offer opportunities for higher education in engineering, technology and allied sciences by instruction, training, research, development and extension and by such other means as the University may deem fit;
- (b) to devise and implement programme of education in engineering, technology and allied sciences which are relevant to the current needs of the society, alive to the long term requirements and responsive to the anticipated changes and developments in terms of breadth of diversity and depth of specialization;
- (c) to further the advancement of knowledge in engineering, technology and allied sciences; to prosecute and promote research; to disseminate and advance the knowledge thereon for the betterment of society and to bring about a widespread awareness of the tools and methods continuously generated by the advances in engineering, technology and allied sciences; and to achieve transference of technology to backward regions as well as to underprivileged persons in the State;
- (d) to serve as a Centre for fostering co-operation and exchange of ideas between the academic and research community on the one hand and the industrial and Governmental employers on the other, and to promote entrepreneurship among the students;
- (e) to teach and examine students in such manner, and confer such degrees, diplomas, certificates and other academic distinctions, as the University may deem fit;
- (f) to provide integrated technological education at all levels for economic developments of the State and backward areas in particular;
- (g) to co-operate with industries both in public and private sectors with a view to devising courses of instruction which would meet the requirements of such industries;
- (h) to establish extension centres at different regions of the University;
- (i) such other purposes, not inconsistent with the foregoing provisions of the Act, which the State Government may, on application by the University, by notification in the *Official Gazette*, specify in this behalf

4. RESERVATION POLICY OF THE UNIVERSITY

The University shall adopt in letter and spirit the policies and orders of the Government issued from time to time, in regard to the reservation and welfare of such categories as may be notified by the Government from time to time for appointments to different academic, non-academic and other posts and for the purpose of admission of students to different courses in the University and all other welfare schemes.

The University may, subject to the previous sanction of the State Government, reserve certain seats for purposes of admission in accordance with the State Government rules issued from time to time for students for the following classes of persons, namely :—

- (i) the Scheduled Castes, Scheduled Tribes, Nomadic Tribes, De-notified Tribes (*VimuktaJatis*) and Other Backward Classes;
- (ii) students coming from State other than Maharashtra in case of selective courses
- (iii) physically challenged students from the State of Maharashtra

5. FUNCTIONS AND POWERS OF THE UNIVERSITY

Subject to the provision of these statutes, the University shall exercise the powers and perform the following functions, under Section 8 of the Act, namely:

1. to provide for instruction and training in engineering, technology and allied sciences.
2. to provide for research and for advancement and for dissemination of knowledge in engineering, technology and allied sciences;
3. to institute degrees, diplomas and other qualifications including academic distinctions in engineering, technology and allied sciences;
4. to make provision for conduct of research and transference of technological knowledge through extension education program;
5. to institute courses of study and to hold examinations for and to confer degrees, diplomas, certificates and other academic distinctions;
6. to hold examinations and confer degrees, diplomas, certificates and other academic distinctions on persons who have:-
 - (i) pursued a prescribed course of study, or
 - (ii) carried out research in the University or in any other center or institution recognized by the University under the prescribed conditions;
7. to confer honorary degrees or other academic distinctions in the prescribed manner and under the prescribed conditions;
8. to prescribe conditions under which the award of any degree, diploma, certificate and other academic distinctions to persons may be withheld;
9. to provide training and instructions for persons not enrolled as regular students of University and to grant certificates to them as may be prescribed;
10. to establish, develop and maintain centers, facilities, laboratories, schools, libraries and departments and other institutions of higher learning and research for such purposes as the University may determine;
11. to act as coordinator among various faculties, laboratories, schools, and centers of the University;
12. to co-operate with any other University, Institute, authority or association or any other public or private body having in view the promotion of purposes and objects similar to those of the University for such purposes as may be agreed upon and on such terms and conditions as may, from time to time, be prescribed;
13. to create teaching, research and extension posts and to appoint persons to such posts;
14. to provide or arrange for training of teachers through Teachers' Training and Curriculum Design and Development Center in the manner laid down by these Statutes;

15. to create administrative, ministerial and other posts and to appoint persons to such posts;
16. to institute and award fellowships, scholarships, prizes and medals in accordance with these Statutes;
17. to establish and maintain institutions, schools, centers, workshops and other institutions relating to technology and allied sciences;
18. to establish and maintain such Regional centers as may be determined by the University from time to time;
19. to establish and maintain Sub-centers in the manner laid down by the Statutes;
20. to establish and maintain or recognize hostels for students of the University and residential accommodation for the staff of the University and to withdraw any such recognition;
21. to supervise and control the residence (in hostel), conduct and discipline of the students of the University and to make arrangements for promoting their health and welfare;
22. to fix, demand and receive such fees and other charges as may be prescribed;
23. to make provision for consumer co-operative societies and institutions under its control;
24. to admit to the privileges of the University, colleges and institutions not maintained by the University and withdraw all or any of those privileges in accordance with such conditions as may be prescribed by the Statutes;
25. to lay down the conditions of affiliation of colleges and recognition of institutions taking into account the credibility of the management and the norms of academic performance of affiliated colleges, faculties and subjects, as may be laid down, by the Academic Council in accordance with the rules and regulations laid down by the State Government from time to time, and satisfy itself by periodical assessment through Planning and Evaluation (Monitoring) Board that those conditions are fulfilled;
26. to designate a University department, conducted college, an affiliated college, institution, or school as an autonomous University department, conducted college, affiliated college or institution or school, as the case may be, in accordance with the guidelines, if any, laid down by the University Grants Commission, from time to time;
27. to monitor and evaluate the academic performance of affiliated colleges and recognized institutions for affiliation, continuance of recognition, renewal of affiliation and periodical accreditation;
28. to inspect, where necessary, affiliated colleges and recognized institutions through suitable machinery established for the purpose, and take measures to ensure that proper standards of instruction, teaching and training are maintained by them and adequate library, laboratory, hostel, workshop and other academic facilities are provided for;
29. to rescind affiliation granted to colleges;
30. to 'de-recognize' the institutions which have been granted recognition by the University;
31. to act as trustees or managers for any property, legacy, endowment, bequest or gift for the purpose of education or research or otherwise in furtherance of the work and welfare of the University and to invest any funds representing the same, in accordance with the provisions of this Act and the Statutes made there under;
32. to assess the needs of the State and the country in terms of subjects, field of specialization, levels of education and training of technical manpower both on short and long term basis, and to initiate necessary programs to meet those needs;

33. to organize advance studies and research program based on a deep understanding of the trends in engineering, technology and in allied sciences so that the profession shall be ensured of persons who are not only up-to-date in knowledge and learning, but also shall be able to provide the lead;
34. to promote research, design, development, innovation and extension service activities that have a relevance to social needs and the development program of the nation and particularly of backward and under developed areas;
35. to initiate measures to enlist the co-operation of industries and Governmental employers to provide complementary facilities;
36. to provide for continuous experimentation in imparting knowledge, organization of training and preparation of textbooks and other instructional materials;
37. to arrange for progressive introduction of continuous evaluation and reorientation of the objectives in educational measurement;
38. to further entrepreneurial ability among its students;
39. to educate the public with regard to the requirement of, and opportunities in, the profession of engineering, technology and allied sciences and its responsibilities and service to the society;
40. to enter into any agreement for the merger in the University of any other college or institution and for taking over its rights and liabilities and or any other purpose not repugnant to the provisions of this Act;
41. to do all such acts and things, whether incidental to the powers and functions aforesaid or not, as may be necessary or desirable to further the objects of the University;
42. to make provision to enable colleges and recognized institutions to undertake specialized studies;
43. to recommend to the State Government to take over, in the public interest, the management of an affiliated college, institution or autonomous college in case where irregularities or commissions or omissions of criminal nature by the management of such college or institution are *prima facie* evident to the committee of enquiry appointed by the University;
44. to establish and maintain industry co-ordination centres for fostering partnership with industry for mutual benefits;
45. to hold and to manage trusts and endowments and institute and award fellowships, travelling fellowships, scholarships, studentship, medals and prizes for faculty, students and non-teaching staff of the university and affiliated colleges;
46. To institute and award fellowships and recognition on past students of the University who have distinguished in the profession or any other field;
47. to monitor and evaluate the academic performance of affiliated college(s) and organizing institution(s) for affiliation and periodical accreditation;
48. to make arrangements for promoting the healthy atmosphere, corporate life and welfare of the students and employees of the university, colleges, schools and institutions;
49. to provide for the training and quality improvement of teachers and non-teaching employees;
50. to provide for periodical assessment of the performance of teachers and non-teaching employees of the colleges, institutions and university in accordance with the provisions

- of the Statutes;
51. to provide for conduct and discipline rules for teaching and non-teaching staff and the enforcement thereof;
 52. to borrow funds for the purposes of the university on the security of the property of the university, with the prior permission of the State Government;
 53. to undertake academic collaboration programs with universities and institutions in the country and abroad;
 54. to receive funds for collaboration programs from foreign agencies subject to rules and regulations of the Central Government and State Government in that behalf;
 55. to lay down for teachers and university teachers, service conditions including code of conduct, workload and norms of performance appraisal as may be necessary in academic matter;
 56. to undertake development programs in higher education, research, consultancy based projects and training programs for outside agencies, by charging fees, so as to generate resources for the University;
 57. to evolve an operational scheme for ensuring accountability of teachers, students, non-vacation academic and non-teaching staff of the university, institutions and colleges;
 58. to evolve framework for nomination of Heads of department, Deans and faculty representatives on the executive council and academic council;
 59. To evolve framework for involvement of the University in program other than teaching, research and technology development;
 60. To evolve the essential and desirable qualifications for appointment of directors, joint directors and deputy directors of the Regional Centres and sub-Regional centers;

6. THE CONSTITUTION, POWERS AND DUTIES OF THE AUTHORITIES OF THE UNIVERSITY

The following shall be the authorities of the University as per section 26 of the Act,

- (a) the Executive Council
- (b) the Academic Council;
- (c) the Planning and Evaluation (Monitoring) Board;
- (d) the Finance Committee;
- (e) the Board of Studies; and
- (f) such other bodies of the University as may be declared by these Statutes to be the authorities of the University

6.1 The Executive Council:

1. The Executive Council shall be the principal authority concerned with general policy and will be vested, under Section 27 of the Act, with powers of supervision, control and execution and shall consist of the following members, namely:
 - (a) the Vice-Chancellor, ex officio Chairman;
 - (b) the Director of Technical Education or his representative, not below the rank of Joint Director;
 - (c) one nominee of the Chancellor;
 - (d) one representative out of the Dean of Research and Development and Deans of

- Faculties, to be nominated by the Vice-Chancellor by rotation according to seniority;
- (e) two representatives of the Heads of the University Departments and Heads of conducted institutions to be nominated by the Vice-Chancellor by rotation according to seniority;
 - (f) ten representatives of Heads of affiliated colleges and recognized institutions to be nominated by the Vice-Chancellor by rotation according to seniority or the basis of date of recognition of the institution by the University;
 - (g) Four Representatives of the Regional Centers, one from each Regional Center, to be nominated by the Vice Chancellor.
 - (h) Three Representatives of the Sub Centers to be nominated by the Vice Chancellor by rotation.
 - (i) two teachers of the University, one from among professors and one from among assistant professors, other than those covered in clauses (d) and (e), to be nominated by the Vice-Chancellor by rotation according to seniority;
 - (j) four eminent scientists or renowned technologists, not in the employment of the Government, to be nominated by the Government.
 - (k) The tenure of membership of representatives under clauses (d) to (j) of sub-section (1) shall be three years.
2. The member representatives under clauses (d) to (j) of sub-section (1) shall cease to be members of the Executive Council if they cease to be members of the corresponding body whom they represent.
 3. If a member of the Executive Council covered by clauses (d) to (j) of sub-section (1) remains absent without permission of the Executive Council for three consecutive meetings thereof, he/she shall cease to be the member of the Executive Council and his/her office shall be deemed to have been vacated.

6.1.1. Meetings of the Executive Council:

1. Thirteen members of the Executive Council shall form a quorum of a meeting of the Executive Council.
2.
 - a) There shall be at least seven meetings of the Executive Council in a year including one meeting for discussing and approving the financial estimates (budget) of the University.
 - b) The Vice-Chancellor may, whenever he / she thinks fit, and shall, upon a requisition in writing signed by not less than five members of the Executive Council, convene a special meeting of the Executive Council, within twenty-one days of the receipt of such requisition.

When a date has been fixed for the meeting of the Executive Council by the Vice-Chancellor under clauses (a) and (b) of sub-section (2), the Registrar shall give ten clear days notice in writing to the members of the Executive Council of such meeting.

6.1.2 Powers and duties of Executive Council:

- (1) Subject to the provisions of section 29 of the Act and of these Statutes, the Ordinances or the regulations, the Executive Council shall exercise the following powers and perform the following duties, namely:-
- (i) to outline broadly programs of the University;
 - (ii) to note and approve annual financial estimates and annual accounts prepared by the Finance Committee;
 - (iii) to discuss and review the annual report of the University and make suggestions therein;
 - (iv) to recognize institutions of higher learning and institutions imparting instruction in the courses prescribed by the University and institutions for extension education and extension services, transfer of technology;
 - (v) to sanction and award fellowships, including traveling fellowships, scholarships, medals and prizes;
 - (vi) to make provisions for instruction, teaching, guidance and training in such branches of learning and course of studies, and for research and the advancement and dissemination of knowledge, as it thinks fit;
 - (vii) to make such provision as may enable colleges and institutions to undertake specialization in studies, and organize and make provision, where necessary or desirable, for common laboratories, libraries, museums and equipment for teaching and research;
 - (viii) to establish and maintain colleges, departments, halls, hostels, gymnasium and institutions of research and specialized studies;
 - (ix) to institute degrees, postgraduate diplomas, certificates and other academic distinctions;
 - (x) to confer autonomous status on University departments, colleges and recognized institutions, on the recommendation of the Academic Council;
 - (xi) to make, amend or repeal Ordinances and Statutes, and make such recommendations to the Chancellor as it thinks fit;
 - (xii) to accept, reject or refer back any regulations framed by the Academic Council;
 - (xiii) to hold, control and administer the property and funds of the University;
 - (xiv) to enter into, vary, carry out and cancel contracts on behalf of the University, in the exercise or performance of the powers and duties assigned to it by or under the Act;
 - (xv) to determine the form of a common seal for the University, and provide for its custody and use;
 - (xvi) to administer funds placed at the disposal at the University for specific purposes;
 - (xvii) to provide buildings, premises, furniture, apparatus and other means needed for the conduct of the work of the University;
 - (xviii) to accept, on behalf of the University, trusts, bequests, donations and transfers of any movable or immovable property to the University;
 - (xix) to transfer by sale, lease or otherwise, any movable or immovable property on behalf of the University;
 - (xx) to manage and regulate the finances, accounts, investments, properties, business and all other administrative affairs of the University, and decide to join a University and College Development Finance Corporation, as and when established;
 - (xxi) to borrow, lend or invest funds on behalf of the University;
 - (xxii) to provide, for services and activities specified below:-

I.

- a) Printing and Publication Department ;
- b) University Extension Boards;
- c) Information Bureau;
- d) Employment Guidance Bureau;
- e) Co-operative Societies; and
- f) Health Services;

II.

- (a) the National Service Scheme;
 - (b) the National Cadet Corps;
 - (c) the National Sports Organization;
 - (d) Physical and military training;
 - (e) extra mural teaching and research;
 - (f) the Students' Council; and
- (xxiii) any other activities directed towards cultural, economic and social betterment;
- (xxiv) to provide for inter-faculty and area or regional studies;
- (xxv) to manage colleges, departments, institutions of research or specialized studies, laboratories, museums, halls, hostels and gymnasiums etc. maintained by the University;
- (xxvi) to provide, if and where it thinks necessary, housing accommodation for teachers and other employees of the University;
- (xxvii) to arrange for inspection of undergraduate departments and post-graduate departments in colleges and the University with a view to assessing their academic performance and needs;
- (xxviii) to direct inspection of recognized colleges and institutions, halls and hostels, in order to assess their academic performance and needs, issue instructions where necessary, for maintaining efficiency and ensuring adequate student amenities and proper terms and conditions of employment of their teachers and other employees, and in the event of disregard of such instructions, make modification of the conditions of their recognition, or to take such other measures as it thinks fit.
- (xxix) to cause an inquiry to be made in respect of any matter concerning the proper conduct, working and finances of recognized colleges and institutions;
- (xxx) to call for reports, returns and other information from recognized colleges, institutions, halls and hostels;
- (xxxi) to confer honorary degrees and academic distinctions as prescribed by the Statutes;
- (xxxii) to supervise and control and admission, residence (in hostel), conduct and discipline of the students of the University, and to make provisions for promoting their health and general welfare;
- (xxxiii) to create posts and appoint officers and other employees of the University, prescribe their qualifications, fix their emoluments, determine the terms and conditions of their service and discipline and, where necessary, their duties;
- (xxxiv) to create posts and appoint teachers of the University in accordance with the qualifications prescribed by the Academic Council for different classes of teachers, including the additional qualifications, if any, if so, prescribed for a particular post of teachers, fix their emoluments, define the terms and conditions of their service and discipline and their duties;

- (xxxv) to ensure that appointment of teachers, officers and other employees in all colleges and recognized institutions are made in accordance with the qualification and subject to the terms and conditions of service and discipline and duties prescribed in these statutes;
- (xxxvi) to recognize any member of the staff of a college or recognized institution as a teacher of the University or to withdraw such recognition;
- (xxxvii) to appoint examiners and moderators and, where necessary, remove them, fix their emoluments and fees, traveling and other allowances and to arrange for the proper conduct and timely publication of the results of the University examinations and other tests;
- (xxxviii) to cancel examinations, in part or in whole, in the event of malpractices, and take disciplinary action against any person or group of persons or institutions found guilty of such malpractices;
- (xxxix) to take disciplinary action, where necessary, against persons appointed as invigilators, examiners, and other staff for any examinations;
- (xl) to take disciplinary action, where necessary, against students enrolled in the University including candidates for any examinations;
- (xli) to fix, demand and receive such fees and other charges as are regulated by the Ordinances;
- (xlii) to make requisition for the facilities of colleges and recognized institutions, where necessary, for promoting the facilities of the University, after giving due notice to the recognized college or institutions;
- (xliii) to exercise such other powers and perform such other duties as may be conferred or imposed on it by these Statutes;
- (xliv) to exercise all the powers of the University not otherwise provided for in these Statutes, and all other powers which are required, to give effect to these Statutes, and to delegate, subject to the approval of the Chancellor, any of its powers, except the power to make Ordinances, to the Vice-Chancellor, the Registrar or the Finance Officer, or such other authority of the University, or a committee appointed by it, as it may think fit.
- (xlv) To accept donations or services, in cash or in kind, to meet the objects of the University
- (xlvi) To enter into and carry contracts for collaboration with other Universities, research organizations within and outside the country, industry for promotion of education, research, innovation, and entrepreneurship.
- (xlvii) To receive the funds from the central government funding agencies and utilize it for the objects for which it has been received.
- (xlviii) To receive the funds from industries, collaborating organizations, NGOs, charitable institutions, alumni association for the development of the University and to utilize the funds for the purposes for which it has been received, to meet the objectives of the University for the promotion of research and innovation, for promoting education and skill development and for development of infrastructure at University.
- (xlix) To create the positions of adjunct professors, visiting professors, honorary professors, emeritus professors, emeritus fellows and to decide their qualifications and emoluments.
- (l) to hold and to manage trusts and endowments and institute and award fellowships, travelling fellowships, scholarships, studentship, medals and prizes for faculty, students and non-teaching staff of the university and affiliated colleges
- (li) To institute and award fellowships and recognition on past students of the University who have distinguished in the profession or any other field

- (lii) to monitor and evaluate the academic performance of affiliated college and recognized institutions for affiliation and periodical accreditation;
 - (liii) to make arrangements for promoting the healthy atmosphere, corporate life and welfare of the students of the university, colleges, schools and institutions;
 - (liv) to make arrangements for promoting welfare of the employees of the university;
 - (lv) to provide for the training and quality improvement of teachers and non-teaching employees;
 - (lvi) to provide for periodical assessment of the performance of teachers and non-teaching employees of the colleges, institutions and university in accordance with the provisions of the Statutes
 - (lvii) to provide for conduct and discipline rules for teaching and non-teaching staff and the enforcement thereof
 - (lviii) to provide for special training or coaching to students for competitive professional examinations
 - (lix) to borrow funds for the purposes of the university on the security of the property of the university, with the prior permission of the State Government
 - (lx) to undertake academic collaboration programs with universities and institutions in the country and abroad
 - (lxi) to receive funds for collaboration programs from foreign agencies subject to rules and regulations of the Central Government and State Government in that behalf
 - (lxii) to lay down for teachers and university teachers, service conditions including code of conduct, workload and norms of performance appraisal as may be necessary in academic matter
 - (lxiii) to undertake development programs in higher education, research, consultancy based projects and training programs for outside agencies, by charging fees, so as to generate resources for the University
 - (lxiv) to evolve an operational scheme for ensuring accountability of teachers, students, non-vacation academic and non-teaching staff of the university, institutions and colleges
 - (lxv) to evolve framework for nomination of Heads of department, Deans and faculty representatives on the executive council and academic council
 - (lxvi) To evolve framework for involvement of university in program other than teaching, research and technology development
 - (lxvii) To evolve the essential and desirable qualifications for appointment of directors, joint directors and deputy directors of the Regional and subregional centers
- (2) The powers and duties under clauses (vi) to (x) and clauses (xxxii) to (xxxv) of sub-section (1) shall not be exercised by the Executive Council except in consultation with the Academic Council.
- (3) The Executive Council may, by Ordinances, appoint Committees to carry out its administrative work, and define their constitutions, tenure, function and procedure.

6.2 The Academic Council:

- (1) The Academic Council, under section 30 of the Act, shall be principle academic authority of the University and it shall consist of the following members, namely:-
 - (a) Vice-Chancellor, ex officio Chairman;
 - (b) Dean of Research and Development and Deans of Faculties;

- (c) All Directors of the Regional Centers & Joint Directors of Sub Centers of the University;
 - (d) All Heads of University schools and departments;
 - (e) Two Heads of Recognized Institutions (or his representative not below the rank of Professor), to be nominated by the Vice-Chancellor;
 - (f) Ten Principals (or his representative not below the rank of Professor) of the affiliated colleges to be nominated by the Vice-Chancellor;
 - (g) Chairman or his representative, Rashtriya Chemicals and Fertilizers, Mumbai;
 - (h) Chairman of all Boards of Studies;
 - (i) Ten experts from different branches of technology, to be nominated by the Vice-Chancellor;
 - (j) three teachers, to be nominated by the Vice-Chancellor, one from amongst professors, one from amongst Associate professors and one from among Assistant professors of the University by rotation according to their seniority.
- (2) The tenure of all nominated members shall be three years:
 Provided that, members who become members by virtue of their office, shall cease to be members, on their ceasing to hold that office.
- (3) There shall be at least four meetings of the Academic Council in a year.
- (4) Fifty per cent of the total membership shall form a quorum of a meeting of the Academic Council.

6.2.1 Powers and duties of Academic Council

- (1) The Academic Council, under section 31 of the Act, shall have the control and general regulation of and shall be responsible for, the maintenance and improvement of the standards of teaching, research and examinations in the University.
- (2) Without prejudice to the generality of the foregoing provisions, and subject to such conditions as may be prescribed by or under the provisions of these Statutes, the Academic Council shall exercise the following powers and perform the following duties namely:-
- (a) to make regulations, laying down the courses of study;
 - (b) to make regulations regarding special courses of studies or the division of subjects in affiliated colleges and recognized institutions;
 - (c) to make proposals for allocating subjects to the Faculties and assigning its members to the Faculties;
 - (d) to make proposals for the establishment of colleges, departments, institutions of research and specialized studies, libraries, laboratories;
 - (e) to make proposals for the institutions of professorships, associate professorships, readerships, lecturer ships and any other posts of teachers required by the University, and for prescribing their duties;
 - (f) to prescribe the qualifications for different classes of teachers, including additional qualifications, if any, for a particular post of teacher, whether in the University departments or in any colleges or recognized institutions;
 - (g) to make proposals for the institution of fellowships, traveling fellowships, scholarships, studentships, exhibitions, medals and prizes and to make regulations for their award.

- (h) to make regulations for the examinations of the University and the conditions on which the students shall be admitted to such examinations;
- (i) to make provisions for conducting examinations & tests of University in online mode in the prescribed manner.
- (j) to make regulations for the equivalence of examinations;
- (k) to make regulations for granting exemptions from courses of study prescribed for qualifying for degrees, postgraduate diplomas, certificates and other academic distinctions;
- (l) to supervise the conduct of the academic policies of the University and give directions, where necessary, regarding methods of instruction, co-operation in teaching among colleges, evaluation of research and improvement of academic standards;
- (m) to effect inter-Faculty co-ordination and appoint committees or boards for engaging in projects on an inter-Faculty basis;
- (n) to appoint committees or boards to review the utility and practicability of existing courses of studies and the desirability or necessity of reviewing or modifying them in the light of new knowledge;
- (o) to make proposals for the conduct of inter-Faculty and area or regional studies;
- (p) to make such other regulations, at it may think fit, for the proper academic conduct of the University and the conditions of discipline, residence (in hostel) corporate life and attendance of students, including fee concessions to them;
- (q) to exercise such other powers and perform such other duties as may be conferred or imposed on it by these Statutes, and
- (r) to generally advise the University on all academic matters.
- (s) prescribe norms for granting affiliation, continuation of affiliation, extension of affiliation to colleges, and recognition, continuation of recognition, extension of recognition to institutions of higher learning and research or specialized studies;
- (t) recommend to the Executive Council to accord recognition to institutions of higher learning, research or specialized studies on the recommendation of the Planning, Monitoring and Evaluation Board.
- (u) recommend to the Executive Council conferment of autonomous status on university institutions, departments, affiliated or conducted colleges and recognized institutions in accordance with the provisions of Statutes;

6.3 Planning, Monitoring and Evaluation Board:

- (1) The Planning, Monitoring and Evaluation Board, under Section 32 of the Act, shall be the principal planning body of the University and shall also be responsible for the Monitoring of the development of the University in accordance with the objectives of the University.
- (2) The Planning, Monitoring and Evaluation Board shall be responsible to plan development of the university, both physical and academic development and monitoring of teaching and non-teaching resources, providing a broad vision and policy framework, It shall conduct academic audit of the university departments, recognized colleges and institutions. It shall also plan, monitor, guide and co-ordinate undergraduate and post-graduate academic programs and development of recognized colleges and institutions.

- (3) The Board shall consist of the following members, namely:-
- a) the Vice-Chancellor, *ex officio* Chairman;
 - b) the Director of Technical Education or his representative, not below the rank of Joint Director;
 - c) the Chancellor's nominee on the Executive Council;
 - d) four representatives of the Regional Centers, one from each Sub Center, to be nominated by the Vice Chancellor.
 - e) five representatives of the Sub Centers, one from each Regional Center, to be nominated by the Vice Chancellor by rotation.
 - f) one member from amongst the Dean of Research and Development and the Deans of Faculties, on rotation as per seniority;
 - g) two members nominated by the Executive Council;
 - h) two members, nominated by the Academic Council;
 - i) the Registrar shall act as Secretary of the Board;

Provided that, the members to be nominated under clauses (g) and (h) shall be from amongst persons, who, in the opinion of the Executive Council or the Academic Council, are expert in planning and evaluation.

- (4) The tenure of the nominated members shall be three years.
- (5) The Planning, Monitoring and Evaluation Board shall meet at such intervals as it may deem expedient, but it shall meet at least thrice a year.

6.3.1 Powers and duties of Planning, Monitoring and Evaluation Board:

Subject to the provisions of these Statutes, the Ordinances or regulations, the Planning, Monitoring and Evaluation Board shall exercise the following powers under section 33 of the Act and perform the following duties, namely:-

- (a) to recommend to the Executive Council the broad development programmes in education, having regard to the objectives of the University;
- (b) to review the maintenance of standards in instruction, education, research, training and examinations within the University;
- (c) to arrange for inspection of University departments, schools and under-graduate and post-graduate departments in recognized colleges and institutions with a view to assess their academic performance and needs;
- (d) to recommend to the Executive Council and Academic Council, inspection of recognized colleges and institution, halls and hostels in order to assess their academic performance and needs, where necessary, with a view to maintain efficiency, ensure adequate student amenities and proper terms and conditions of employment of their teachers and other employees and to recommend modification of the conditions of recognition or such other measures as it deems fit;
- (e) to advise the Academic Council and Executive Council on any matter which it may deem necessary for the fulfillment of the objects of the University.
- (f) to prepare perspective development plans for the university and recognized colleges and institutions, both short-term and long-term, keeping in view the objectives of the university as laid down in the Act, and with due regard to the State and National Educational Policy and

submit the same to the Maharashtra State council for Higher Education, the State Government and the Chancellor.

- (g) to recommend to the Executive Council the development and collaborative programs for the departments, recognized colleges and institutions and the university, with academic and research organizations and industry both within and outside the country.
- (h) to monitor and report the progress of all such approved development and collaborative programs to the Executive Council and submit the same to the Maharashtra State Council for Higher Education, the State Government and the Chancellor once in a year.
- (i) to evaluate and assess the use of grants by university departments, post-graduate centers, recognized colleges and institutions in respect of development projects and send the report to the Academic Council.
- (j) to assess the manpower requirements of trained persons in different fields, such as, commerce, industry, social service, science and technology and make necessary recommendations to the Academic Council introducing and strengthening of relevant courses of study.
- (k) to organize academic audit of development and collaborative programs of University, recognized colleges and institutions or departments, post-graduate centres and colleges, according to the guidelines of University Grants Commission/AICTE/NAAC at least once in three years or earlier, if deemed necessary and make necessary recommendations to the university for implementation.
- (l) to scrutinize the applications received for establishment of new colleges or institutions for affiliation to the university and process the same for forwarding to the State Government.

6.4 FINANCE COMMITTEE, IT'S CONSTITUTION, MEETINGS, POWERS AND DUTIES:

The Finance Committee, under section 34 of the Act, shall consist of –

- a) the Vice-Chancellor, *ex officio* Chairman;
- b) the Director of Technical Education or his representative, not below the rank of Joint Director;
- c) one representative of the All India Council of Technical Education/UGC;
- d) four representatives of the Regional Center, one from each Regional Center, to be nominated by the Vice Chancellor.
- e) Three representatives of the Sub Centers to be nominated by the Vice Chancellor by rotation.
- f) two members from amongst Dean of Research and Development and Deans of Faculties, to be nominated by the Academic Council and
- g) two members, to be nominated by the Executive Council from amongst its member, one of whom shall be the nominee of the Chancellor on the Executive Council;
- h) one person nominated by State Government and
- i) the Registrar.
- j) the Finance Officer
- k) two experts related to finance to be nominated by the Vice Chancellor

(2) The Finance Officer shall act as the secretary of the Finance Committee.

(3) The quorum at the meeting of the Finance Committee shall be four members.

- (4) All members of the Finance Committee, other than *ex officio* members, shall hold office for a term of three years.
- (5) The Finance Committee shall meet at least thrice every year to examine the accounts, the progress of expenditure and all new proposals involving fresh expenditure in the light of the budgetary provisions available. The Committee shall meet additionally at such other times as may be convened by the Vice-Chancellor with a notice of at least seven clear days before the date of the meeting. All decisions shall be taken at the meeting by majority of votes of the members present.
- (6) The financial estimates of the University prepared by the Finance Officer shall be laid before the Finance Committee for consideration and recommendations and for submission thereafter to the Executive Council for approval. The Finance Committee shall prepare the financial estimates for the ensuing year on or before twenty-fifth day of January of every year for submission to the Executive Council.
- (7) The Finance Committee shall scrutinize the annual accounts to satisfy itself that the money shown as having been disbursed were properly available for the purpose for which it was spent, and that the expenditure incurred was in accordance with the provisions of these statutes or the Ordinances. All proposals of the Finance Officer regarding the unauthorized expenditure or other financial irregularities to be submitted by him under the University Act, shall be placed before the Finance Committee, through Registrar for its consideration and recommendation to the Executive Council. The Finance Committee shall submit its report to the Executive Council from time to time and suggest any action to be taken thereon regarding any lapses or irregularities which come to its notice and thereupon, the Executive Council shall take such action as it thinks necessary.
- (8) The Finance Committee shall recommend to the Executive Council the limits for the total recurring and non-recurring expenditure for the year, based on the income and resources of the University, including the proceeds of loans given for productive works.
- (9) The Finance Committee shall take necessary steps to have the University accounts audited by auditors. The Finance Committee shall see that the annual accounts (including the balance sheet) of the University prepared and placed before it by the Finance Officer are audited by the auditors appointed by the University for the purpose within the period of six months of the close of the Financial year.
- (10) All proposals relating to creation of posts, revision and up-gradation of pay-scales and those items which have not been in the budget would be examined by the Finance Committee before they are considered by the Executive Council.
- (11) The Finance Committee may advise the Executive Council on all matters pertaining to various items of expenditure sanctioned in the Budget.
- (12) The Finance Committee may review the actual expenditure against the allotments made in the sanctioned Budget during the course of the Financial year as and when necessary and recommend to the Executive Council re-appropriations within the sanctioned allotments from one head to another by effecting savings, by postponement or by curtailment of less urgent expenditure.
- (13) The Finance Committee may recommend to the Executive Council either on its own accord or on proposals sent by other bodies, steps to augment the financial resources of the University. The Committee may also suggest measures of economizing the expenditure.

- (14) The Finance Committee shall review the Quarterly Statements of receipts and payments prepared by the Finance Officer with reference to the Budget allotments and report them to the Executive Council for necessary considerations.
- (15) The Finance Committee may consider the reports of the Finance Officer regarding the surplus funds of the University and advise him/her regarding their investment in conformity of the provisions of the Act.
- (16) The Finance Committee may consider the suggestions of the Finance Officer on the methods employed for collection of revenue and recommend them for implementation to the Executive Council.
- (17) The Finance Committee shall render necessary advice on any matter specifically referred to it by the Executive Council.
- (18) The Finance Committee shall consider the Audit Reports of the Auditors on the Accounts of the University Funds as well as those of the Government Grants received by the University and replies thereto prepared by the Finance Officer. The Committee shall recommend them to Executive Council for necessary adoption, publication and submission along with the annual accounts.

6.5 THE BOARD OF STUDIES:

- (1) There shall be a Board of Studies for every discipline of each faculty or a group of disciplines, wherever relevant. The Boards shall consist of:
 - (a) the Head of the University Department of studies concerned, if any;
 - (b) the Head of the University department or the departments in recognized colleges and institutions in the particular discipline of each faculty, if any;
 - (c) two persons who have specialized knowledge of the discipline of each faculty, to be nominated by the Vice-Chancellor; and
 - (d) two technologists, to be co-opted by the Board from amongst the teachers who are not the Heads of University departments or departments in recognized and conducted institutions.
 - (e) One expert from the relevant industry / research organization as nominated by the Vice Chancellor
- (2) The term of the office of the members shall be three years.
- (3) The Head of the University Department in the discipline of each faculty shall be the Chairman of the Board of Studies.

Provided that if there is no school / Department of the University in that subject, the Chairman shall be nominated by the Vice-Chancellor.
- (4) The powers, functions and duties of the Board of Studies shall be,-
 - (a) to recommend, upon reference to it by the Executive Council or the Academic Council, or otherwise, the courses of study in the subject or group of subjects within its purview;
 - (b) to recommend, on its own the courses of study in the subject or group of subjects within its purview;

- (c) to recommend books, including text books, reference books, monographs etc. for the different subjects under the discipline concerned of that faculty;
- (d) to recommend to the Academic Council, for being forwarded to the Executive Council for its approval, the preparation and publications of selections or anthologies of the writings or works of authors and other masters in any subject or group of subjects, together with synopsis of the selections or anthologies, and the names of the authors and masters and of the persons who may, in its opinion, be appointed to make the selection; and
- (e) to bring to the notice of the Planning, Monitoring and Evaluation Board, Academic Council or the Executive Council, as the case may be, matters of importance relating to the examinations in the subjects or group of subjects of every discipline of each faculty concerned.
- (f) to recommend the syllabus for subjects of the discipline.

6.5.1 The University shall have the following Faculties:

- a) Faculty of Engineering and Technology;
- b) Faculty of Pharmacy
- c) Faculty of Architecture
- d) Faculty of Management Studies;
- e) Faculty of Sciences.

6.5.2 There shall be the following Boards of Studies in the subjects or group of subjects under the respective faculties.

- (a) Faculty of Engineering and Technology
 1. Board of Studies in Chemical engineering, Petrochemical Engineering and Polymer engineering;
 2. Board of Studies in Civil Engineering
 3. Board of Studies in Mechanical Engineering;
 4. Board of Studies in Electrical Engineering;
 5. Board of Studies in Electronics and Telecommunication Engineering;
 6. Board of Studies in Computer Engineering/Information Technology;
 7. Board of Studies in Biotechnology & Biomedical Engineering
 8. Board of Studies in Sustainability Engineering
- (b) Faculty of Pharmacy
 - Board of Studies in Pharmacy
- (c) Faculty of Architecture
 - Board of Studies in Architecture
- (d) Faculty of Management Studies

1. Board of Business Administration
 2. Board of Hotel Management and catering Technology
- (e) Faculty of Sciences.
1. Board of Studies in Basic Sciences and Humanities,
 2. Board of Studies in Earth Sciences and Marine Sciences

6.5.3 The subjects under the various Boards of Studies shall be as under:

- a) Faculty of Engineering and Technology
1. Board of Studies in Chemical engineering, Petrochemical Engineering and Polymer Engineering:
 Process Technology, Thermodynamics, Reaction Engineering, Mass Transfer, Heat Transfer, Fluid Mechanics, Control Engineering, Computer Aided Process Equipment Design, Modelling and Simulation, Petrochemical Engineering, Environmental Engineering, Safety Engineering, Polymer, Plastic and Rubber Technology, Project Management and Operation Research.
 2. Board of Studies in Civil Engineering
 3. Board of Studies in Mechanical Engineering
 Engineering and Machine Drawing, Thermal Engineering, Fluid Mechanics and Machinery, Material Science and Metallurgy, Theory and Design of Machine Elements, Production Engineering, Industrial Engineering and Management, CAD/CAM and Robotics.
 4. Board of Studies in Electrical Engineering
 Electrical Machines, Circuits and Measurements, Power Systems, Electronics, Control System Engineering, Engineering Management Studies.
 5. Board of Studies in Electronics and Telecommunication Engineering
 Electronics Communication, Digital System and Microprocessors, Digital Signal and Image Processing, Instrumentation and Measurements, Electronics Design, Industrial and Power Electronics, Computers, Automation and Control Engineering.
 6. Board of Studies in Computer and Information Technology Engineering
 Electronics Systems, Programming Languages, Computer Hardware, Computer Software, Computer Applications, Information Systems, Computer Sciences.
 7. Board of Studies in Biotechnology and Biomedical Engineering
 8. Board of Studies in Sustainability Engineering
- b) Faculty of Pharmacy
 Board of Studies in Pharmacy
- c) Faculty of Architecture

Board of Studies in Architecture

d) Faculty of Management Studies

(a) Board of Studies in Business Management

Management Principles, Industrial and Business Administration, Accounting and Financial Management, Personnel Management, Marketing and Production Management, Managerial Economics

Faculty of Hotel Management and Catering Technology

(b) Hotel Management, Tourism, Hospitality, catering Technology, Food preservation, Food Science, Inventory management, Interpersonal communications

f) Faculty of Sciences

(a) Board of Studies in Basic Sciences and Humanities.

Engineering Mathematics, Engineering Physics, Engineering Chemistry, English, Communication, Basic Thermodynamics, Engineering Drawing, Computer Programming, Engineering Mechanics, Electrical Engineering, Physics, Chemistry, Biology, Mathematics, Food Science, Microbiology, Biochemistry, Thermal processing, Food Preservation

(b) Board of Studies in Earth sciences and Marine Sciences

Off shore Engineering, Marine Engineering, Sea bed Mining, Seismic Studies, Mining, Water management, Tidal power

6.5.4 The Committee shall meet at least twice in one academic year

6.5.5 The meeting of the Board of Studies shall be convened by the Chairman or in his absence by the member elected.

6.5.6 One third of the Board strength shall form the quorum for the meeting.

6.5.7 At least ten clear days notice of the meeting shall be issued to all the members of the Board.

6.5.8 There shall be an Ad-hoc Board in a subject or group of subjects consisting of not more than three persons appointed by the Academic Council. Out of such members, one shall be expert from outside the University. The Ad-hoc Board shall function until such time as the Board of Studies in a particular subject is constituted under the Act.

6.5.9 The Chairman of the Ad-hoc Board shall be nominated by the Vice-Chancellor.

6.5.10 The tenure of the office of all the members shall be of three years from the date of first meeting or formation of the Board of Studies, whichever is earlier

6.5.11 The Ad-hoc Board shall exercise the same powers and perform the same duties as the Board of Studies.

6.5.12 The Ad-hoc Board shall follow the same rules of Board of Studies for procedure and conduct of business at meetings

6.5.13 A multi-Faculty Board of Inter-disciplinary studies shall be formed of the following members for programs which are multidisciplinary or interdisciplinary

1. Deans of the concerned Faculties;
2. Two of the Chairmen of Board of Studies from each Faculty nominated by the Vice-Chancellor, taking into consideration the objectives of such a Multi Faculty Board of Inter-disciplinary Studies;
3. Three eminent experts from subjects other than the subjects of the Chairman of Board of Studies nominated on such a Board as per Sub-clause (2) above, be nominated by the Vice-Chancellor;
4. One eminent person from Agriculture, Industry, academic Institutes and Services nominated by the Vice-Chancellor;
5. Two Professors from the University Departments nominated by the Vice-Chancellor;
6. The Senior Dean in order of precedence shall be the Chairman of this Board.

6.5.14 The quorum of the meeting shall be five members. In case there is no quorum at the commencement of the meeting, the meeting will be adjourned for half an hour, at the end of which chairman shall continue the adjourned meeting for which no quorum shall be necessary.

6.5.15 The Chairman of the meeting of the Board shall have a vote and in the case of an equality of votes, a second or casting vote.

6.5.16 The term of office of the members of Board shall be co-terminus with the tenure of the respective faculties of Boards of Studies.

6.5.17 The Powers and Duties of the Inter-disciplinary Board shall be:

1. to recommend to the Academic Council, projects relating to the Inter-disciplinary subjects;
2. to make proposals to the Academic Council, for the conduct of inter-disciplinary and area or regional studies;
3. to recommend to the Academic Council, under a reference to it by the Executive Council or by the Academic Council or by the Board of Studies or by the Faculty concerned or otherwise, the course of inter-disciplinary studies;
4. to recommend to the Academic Council and to the Executive Council, projects relating to the inter-disciplinary subjects, which may be useful for industrial, technological, agricultural, social, economic or such other development;
5. such other matters as may be referred to it and relevant to the subjects of the discipline or the Board of Inter-disciplinary Studies.

6.6 TEACHER'S TRAINING AND CURRICULUM DESIGN AND DEVELOPMENT CENTER

(1) The University shall establish the Teacher's Training and Curriculum Design and

- Development Center under section 44 of the Act.
- (2) The Curriculum Design and Development Center shall be planning, designing, coordination, development and evaluation authority, for Curriculum and Teacher's Training, of the University.
 - (3) It shall be the duty of the Curriculum Design and Development Center,
 - (a) to develop the curriculum of various subjects in the sphere of technological education, keeping in view the overall priorities, perspectives and needs of the society and expectations from industry;
 - (b) to develop Learning Resources for the University;
 - (c) to take steps to identify the demands of society and expectations from industry and design the curriculum and training of students and teachers accordingly;
 - (d) to develop methodology for training of teachers and to create training materials for the same;
 - (e) to coordinate with and empower Regional centers and Sub-centers for conducting Teacher's Training and such other training as directed by the University.
 - (4) The Curriculum Design and Development Center shall be headed by a Joint Director of the University

Exercise of Powers of Authorities: As per the Dr. Babasaheb Ambedkar Technological University Act, 2014, or any amendments made in it from time to time

Resignation by members of authorities: As per the Dr. Babasaheb Ambedkar Technological University Act, 2014, or any amendments made in it from time to time

Disqualification of members of authorities: As per the Dr. Babasaheb Ambedkar Technological University Act, 2014, or any amendments made in it from time to time.

7 THE CONSTITUTION, POWERS AND DUTIES OF THE OFFICERS OF THE UNIVERSITY

- (1) The following shall be the officers of the University, namely
 - (i) The Chancellor
 - (ii) The Vice-Chancellor;
 - (iii) Deans of Faculties
 - (iv) Dean, Research and Development
 - (v) The Registrar
 - (vi) The Finance Officer
 - (vii) Directors of the Main and Regional Centers
 - (viii) Joint Directors of Main, Regional and sub-regional Centers;
 - (ix) Deputy Directors of regional/sub-regional Centres
 - (x) Such other officers in the service of the University as may be declared by Statutes to be officers of the University.

General:

- A. For all posts other than that of the Vice Chancellor, the University will publish a detailed advertisement in at least all Maharashtra editions like Mumbai, Pune, Kolhapur, Nagpur,

- Aurangabad etc. in all leading Marathi Newspapers and at least one leading English Newspaper. The minimum size should be 100 sq. cm.
- B. The advertisement must consist of course/program, designation(s), the number of vacancies, date, time, venue and description of eligibility criteria etc.
 - C. Last date must be mentioned in the published advertisement. The advertisement should also be uploaded on the University website.
 - D. Age, qualification and eligibility criteria must be considered as per mentioned last date of advertisement.
 - E. The First Executive Council will be appointed by the Government of Maharashtra
 - F. Every salaried officer of the University will receive no remuneration for any work outside the University, without approval from the competent authority. In case of Vice chancellor, the Chancellor will be the competent authority while for all other officers, the competent authority will be the vice-chancellor. Since the research & development and industry relationships for technological advances are functions of the University, acceptance of consultancy, royalty, sitting fees by officers, academic staff members and non-academic staff member, will be as per the rules and regulations of the University.

7.1 THE CHANCELLOR

7.1.1 The Governor of Maharashtra shall be the Chancellor of the University.

7.1.2 The Powers of the Chancellor

- (1) The Chancellor shall, by virtue of his office, be the Head of the University and shall, when present, preside over the meetings of the authorities of the University and the Convocation of the University.
- (2) The Chancellor may call for his information any papers relating to the administration and affairs of the University and such requisition shall be complied with by the University.
- (3) Every proposal to confer an honorary degree shall be subject to the prior approval of the Chancellor.
- (4) The Chancellor may, by an order in writing, annul any proceeding of any officer or authority of the University, which is 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 officer or authority to show cause why such an order should not be made, and if any cause is shown within the time specified by him in this behalf, he shall consider the same, before passing the order.
- (5) The Chancellor shall exercise such other powers as are laid down by this Act or as may be conferred on him by the Statutes
- (6) The Chancellor shall have the right to cause an inspection to be made by such person or persons, as he may direct, of the University, its buildings, laboratories, libraries, workshops and equipment of any institution or hostel maintained or administered by the University, and of the teaching and other work conducted by the University, or under its auspices, and of the conduct of examinations or other functions of the University, and to cause an inquiry to be

made in respect of any matter connected with the administration and finances of the University.

- (7) The Chancellor shall, in every case, give due notice to the University of his intention to cause inspection or inquiry to be made, and 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 shall, communicate to the University his views with reference to the result of such inspection or inquiry, and may, after ascertaining the opinion thereon of the University with such advice as the Chancellor may offer on the action to be taken thereon, and fix a time-limit for taking such action.
- (9) The University shall, within the time limit so fixed, report to the Chancellor the action which has been taken or is proposed to be taken by it on the advice tendered by him
- (10) The Chancellor may, where action has not been taken by the University to his satisfaction, within the time limit fixed, and after considering any explanation furnished or representation made by the University, issue such directions, as he may think fit and the University shall comply with such directions.
- (11) Notwithstanding anything contained in the preceding sub-sections, if, at any time, the Chancellor is of opinion that in any matter the affairs of the University are not managed in furtherance of the objects of the University or in accordance with the provisions of this Act and the Statutes, Ordinances and regulations or that special measures are desirable to maintain standards of University teaching, examinations, research or extension education, administration or finances, the Chancellor may indicate to the University any matter in regard to which he desires an explanation and call upon the University to offer such explanation within such time as may be specified by him. If the University fails to offer any explanation within the time specified or offers an explanation which, in the opinion of the Chancellor is not satisfactory, the Chancellor may issue such directions as he may deem fit, and the University shall comply with such directions.

7.2 VICE-CHANCELLOR (VC)

7.2.1 Appointment of Vice-Chancellor

(1) The Vice-Chancellor shall be appointed by the Chancellor in the manner stated here under:

- (a) There shall be a Committee consisting of the following members to recommend suitable names to the Chancellor for appointment of Vice-Chancellor, namely:
 - (i) a member nominated by the Chancellor, who shall be the retired Judge of the Supreme Court or retired Chief Justice of the High Court or an eminent scientist of national repute or a recipient of *Padma* Award in the field of education ;
 - (ii) the Principal Secretary of Higher and Technical Education Department or any officer not below the rank of Principal Secretary to Government, nominated by the State Government ;
 - (iii) the Director or Head of an institute or organization of national repute, such as, Indian

Institute of Technology, Indian Institute of Management, Indian Institute of Science, Indian Space Research Organization or National Research Laboratory, nominated by the Executive Council and the Academic Council, jointly, in the manner specified by the State Government by an order published in the *Official Gazette*;

- (b) The member nominated by the Chancellor shall be the Chairman of the Committee;
 - (c) The members nominated shall be the persons who are not connected with the University;
 - (d) No meeting of the Committee shall be held unless all the three members of the Committee are present.
- (2) The process of preparing a panel shall begin at least three months before the probable date of occurrence of the vacancy of the Vice-Chancellor and shall be completed within the time limit fixed by the Chancellor. The Chancellor, however, may, extend such time limit if in the exigency of the circumstances it is necessary so to do, so however that the period so extended shall not exceed three months in the aggregate.
- (3) The Committee shall recommend a panel of not less than five suitable persons for the consideration of the Chancellor for being appointed as the Vice-Chancellor. The names so recommended shall be in alphabetical order without any preference being indicated. The report shall be accompanied by a detailed write up on suitability of each person included in the panel.
- (4) A person for being recommended by the Committee for appointment as a Vice-Chancellor shall,
- (a) be a distinguished Engineer/ Technologist as evidenced by his contribution to his profession in terms of research and technology development with a minimum 10 years of experience as a Professor of University system or 10 years of experience in an equivalent position in a reputed research and /or academic administrative organization.
 - (b) be an eminent academician with a minimum specified h index of 15 for original research publications in reputed journals or an administrator of high caliber as evidenced by experience at State or National level programs or recognition by State or National Academy by fellowship;
 - (c) be able to provide leadership by his own example;
 - (d) be able to provide vision and have ability to translate the same into reality in the interest of students and society; and
 - (e) possesses such educational qualifications and experience as may be specified by the Government, by an order published in the *Official Gazette*, in consultation with the Chancellor.
- (5) The eligibility conditions and the process for recommendation of names for appointment as Vice-Chancellor shall be given wide publicity to ensure the recommendation of most suitable candidates.
- (6) If the Chancellor does not approve the name of any of the persons so recommended by the committee constituted under sub-section (1), he may call for fresh recommendation.
- (7) The Vice-Chancellor shall be a whole-time salaried officer of the University. He shall, subject to the

terms and conditions of service, hold office for a term of five years, which term may be extended by the Chancellor, in exceptional circumstances, for a period not exceeding in the aggregate six months, for reasons which shall be stated in the order extending the term.

- (8) The Vice-Chancellor may, after giving one month's notice, resign his office, by tendering his resignation in writing to the Chancellor. The resignation shall take effect on its acceptance by the Chancellor.
- (10) In the event of the occurrence of a vacancy in the office of the Vice-Chancellor by reason of death, resignation or otherwise, the Chancellor may nominate the senior most Director or Dean of the Main Centre or any other suitable person, who shall act as Vice-Chancellor until a regular appointment of Vice-Chancellor is made in accordance with sub-section (1) and a new Vice-Chancellor enters upon his office, or until a period of six months from the date on which such nominee entered upon the office of the Vice-Chancellor, expires, whichever is earlier.
- (11) Where any temporary vacancy in the office of the Vice-Chancellor occurs by reason of leave, illness or any other reason, a Director/Dean of the Main Centre or any other suitable person nominated by the Chancellor for that purpose shall act, as acting Vice-Chancellor until such date on which the Vice-Chancellor resumes his duties.
- (12) No person shall hold or continue to hold the office of Vice-Chancellor after he attains the age of sixty-five years.
- (13) The Vice-Chancellor may be removed from his office if the Chancellor is satisfied that, the incumbent,
- (a) has become insane and stands so declared by a competent court;
 - (b) has been convicted by a court for any offence involving moral turpitude;
 - (c) has become an un-discharged insolvent and stands so declared by a competent court;
 - (d) has been physically unfit and incapable of discharging functions due to protracted illness or physical disability;
 - (e) has willfully omitted or refused to carry out the provisions of the University Act or has committed breach of any of the terms and conditions of the service contract or any other conditions prescribed by the State Government, or has abused the powers vested in him or if the continuance of the Vice-Chancellor in the office is detrimental to the interests of the University;
 - (f) is a member of, or be otherwise associated with, any political party or any organization which takes part in politics, or is taking part in, or subscribing in aid of, any political movement or activity :

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

7.2.2 The Powers and Duties, Emoluments and other conditions of service of the Vice-Chancellor

- (1) 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. He shall, in the absence of the Chancellor, preside at the Convocation of the University for conferring the degrees, postgraduate diplomas, certificates and other academic distinctions. The Vice-Chancellor shall be the *ex-officio* Chairman of the Executive Council, the Academic Council, Planning, Monitoring and Evaluation Board and Finance Committee.
- (2) The Vice-Chancellor shall be responsible for the due maintenance of discipline in the University.
- (3) The Vice-Chancellor shall have power to convene meetings of the Executive Council and the Academic Council and other bodies or committees.
- (4) It shall be the duty of the Vice-Chancellor to ensure that the provisions of this Act and the Statutes, Ordinances and regulations are faithfully observed, and he shall have all powers necessary for this purpose.
- (5) The Vice-Chancellor shall be responsible for the proper administration of the University and for close co-ordination and integration of teaching, research and extension education, extension service and transfer of technology program.
- (6) The Vice-Chancellor shall manage, through appropriate officers and staff member, the departments, institutions of specialized studies, laboratories, libraries, museums, hostels and schools maintained by the University both at headquarters and outside.
- (7) The Vice –Chancellor may call for reports from the University schools, Regional centers, Sub-centers, affiliated colleges, department or from the recognized institution, hostels on all activities of the University as he may deem it necessary for the proper functioning of the University.
- (8) The Vice-Chancellor shall supervise and control the residence (in hostels) conduct and discipline of the students of the University. He shall also make arrangements for promoting their health and general welfare, in consultation with such committees as may be prescribed.
- (9) The Vice-Chancellor shall be responsible for the presentation of the annual accounts and the balance-sheet in time to the Executive Council.
- (10) The Vice- Chancellor shall hold, control and administer the property and funds of the University.
- (11) The Vice-Chancellor shall administer the funds placed at the disposal of the University for specific purpose and for the purpose for which they have been given.
- (12) The Vice-Chancellor shall make provision, within means available to him, for building, premises, apparatus and other means needed for carrying on the work of the University.
- (13) The Vice-Chancellor shall, with the concurrence of the Executive Council, enter into, vary, carry out or cancel contracts on behalf of the University in exercise of the performance of the powers and duties assigned to it by or under this Act and the Statutes, on the advice of the

Finance Committee and Legal Committee to be appointed by the Executive Council for the purpose.

- (14) In any emergency which, in the opinion of the Vice-Chancellor, requires immediate action, he shall, subject to the control of the Chancellor, take such action which he deems necessary and shall at the earliest opportunity thereafter report his action to the Chancellor and the Executive Council and such other authorities or officers as would have, in the ordinary course, dealt with the matter:

Provided that, if the authority or body concerned does not approve the action taken by the Vice-Chancellor, the Vice-Chancellor shall refer the matter to the Chancellor whose decision shall be final, and who may either confirm the action taken by the Vice-Chancellor or annul the same, or modify it in such manner as he may think fit, and thereupon, it shall cease to have effect, or as the case may be, taken effect in the modified form; so, however, that such annulment or modification shall be without prejudice to the validity of anything previously done by or under the order of the Vice-Chancellor.

- (15) Where any action taken by the Vice-Chancellor under the last preceding sub-section, affects any person in the service of the University to his disadvantage, such person may prefer an appeal to the Executive Council within thirty days from the date on which such person has received notice of the action taken and the Executive Council shall consider the appeal at its next meeting and shall give its decision within three months from the date of appeal.

- (16) Any person aggrieved by the appellate order of the Executive Council may, within thirty days from the date of communication of such order, appeal to the Chancellor and the decision of the Chancellor on such appeal shall be final.

- (17) Subject to the provisions of the preceding sub-sections, the Vice-Chancellor, shall give effect to the orders of the Executive Council regarding the appointment, suspension, removal or dismissal of any of the employees of the University.

- (18) The Vice –Chancellor shall exercise such other powers and perform such other duties as are laid down under the Act or as may be conferred or imposed on him by the Statutes, Ordinances and regulations.

- (19) (a) The Vice–Chancellor shall have the right to cause an inspection to be made by such person or persons or body of persons as he may direct, of the university, its buildings, laboratories, libraries, museums, workshops and equipments and of any institution, Regional center, Sub-center, affiliated, conducted or autonomous college, hall or hostel maintained or recognized by the University, and of the examinations, teachings and other work conducted by or on behalf of the University, and to cause an inquiry to be made in a like manner regarding any manner connected with the administration or finance of the University, affiliated college or recognized institutions :

Provided that, the Vice-Chancellor shall, in the case of affiliated college or recognized institution, give notice to the management of such affiliated college or recognized institution of his intention to cause an inspection or an inquiry to be so made:

Provided further that, the management shall have right to make such representation to the Vice-

- Chancellor as it thinks necessary before such inspection or inquiry is made;
- (b) after considering such representation, if any made, the Vice-Chancellor may cause such inspection or inquiry to be made or may drop the same;
 - (c) in the case of management when an inspection or inquiry has been caused to be made, the management shall be entitled to appoint a representative, who shall have the right to be present and be heard at such inspection or inquiry;
 - (d) the Vice-Chancellor may, if the inspection or inquiry is made regarding any college or institution admitted to the privileges of the University, communicate to the management the result of such inspection or inquiry;
 - (e) the management shall communicate to the Vice-Chancellor such action, if any, as it proposes to take or has been taken by it;
 - (f) where the management does not, within the time fixed by the Vice-Chancellor, take action to his satisfaction, the Vice-Chancellor shall place before the Executive Council the inspection or inquiry report and explanation furnished or representation made by the management, for its consideration.
- (20) The Vice-Chancellor shall arrange for the establishment and maintenance of Regional centers and Sub-centers at different places as may be required from time to time and delegate to any employee such powers as are necessary for their efficient functioning.
- (21) The emoluments to be paid to the Vice-Chancellor and other conditions of service shall be such as may be prescribed by these Statutes and shall not be varied to his disadvantage after his appointment, without his consent.
- (a) The post carries a pay of Rs. 75000/- (fixed) per month with special allowance of Rs.5000/- and other usual allowances, or as revised from time to time.
 - (b) The appointment will be on contractual basis for a term of 5 years or up to the age of 65 years whichever is earlier.
- (22) The vice-chancellor may be allowed to hold the memberships of Boards of professional organizations and industries and retain the royalty/consultancy/sitting fees provided that the such memberships do not interfere, directly/indirectly in his/her functioning at the University and such organizations or industries have no relationship with the University through affiliate colleges or Institutions or in supply/purchase of materials or products or processes or services or otherwise.

7.3 DIRECTORS, JOINT DIRECTORS AND DEPUTY DIRECTORS

- (1) The Main Centre of the University will have the following Directors
 - i. Director-Academics
 - ii. Director- Research and Development

- iii. Director-Administration
- iv. Director- Information and Communication Technology(ICT)
- v. Jt. Director- Curriculum Development and Teachers Training Centre
- vi. Jt. Director- Examination
- vii. Jt. Director- Industry Relations

- (2) The Director- Academics shall be responsible for
- (i) planning of academic activities in the University departments and affiliated colleges, conducted Institutions,
 - (ii) curriculum development with support from Deans of faculties,
 - (iii) formulate the policies and development program of the faculty
 - (iv) training of teachers in University departments and affiliated colleges,
 - (v) coordination and conduct of examinations, declaration of results in time,
 - (vi) maintenance of academic standards in the University,
 - (vii) accreditation of courses in the University departments and in affiliated colleges,
 - (viii) admissions of students in courses,
 - (ix) appointments and approval of faculty in affiliated colleges and University departments and conducted Institutes,
 - (x) student's academic grievances,
 - (xi) convocation and
 - (xii) any other matter related to Academics
- (3) The Director- Academics shall convene meetings of the faculty, as and when required, in consultation with the Vice-Chancellor and shall preside over the same. He shall formulate the policies and development program of the faculty and present the same to the appropriate authorities for their consideration
- (4) The Director- Academics shall be responsible for the academic development of the faculty and shall ensure proper implementation of the decisions of the Executive Council, Academic Council, and the Board of Examinations in respect to his faculty and the decisions of the faculty and the Boards of Studies under his purview.
- (5) Subject to the superintendence, direction and control of the Vice-Chancellor, the Director-Academics shall, after taking such advice as he thinks necessary, decide upon the grievances of students regarding the enrolment, eligibility, migration, scholarships, studentships or freeships, grant of terms, admission to university examinations
- (6) Director- Academics shall enquire, on being directed by the Academic Council, in to malpractice related to any academic program in his faculty by a University department, affiliated or conducted college or recognized institution and report the findings to the Academic Council.
- (7) The Director-Academics shall monitor the quality of education by the way of accreditation of the programs by concerned authorities in the University, conducted colleges and Institutes, Centers, Schools and affiliated colleges.
- (8) The Director-Academics shall conduct the surveys in the University, conducted colleges and Institutes, Centers, Schools and affiliated colleges of the students and faculty for feedback on the quality of education and recommend necessary remedial measures for implementation in the University and affiliated colleges

- (9) The Director- Research and Development and Industry Relations, shall be responsible, with support from Jt.Director-Industry coordination
- (i) for promotion of research and technology development,
 - (ii) undergraduate and post-graduate research projects,
 - (iii) industry coordination and collaboration between the colleges under the University, and with other research and academic organizations,
 - (iv) transfer of technology,
 - (v) maintenance of research quality in university departments and affiliated colleges,
 - (vi) coordination of resources for high quality research,
 - (vii) interaction with industry,
 - (viii) patents and other intellectual property matters,
 - (ix) extensional work and any other matter related to research and development in Technology and engineering.
- (10) The Director- Administration shall be responsible, with support from the Registrar and Dy. Registrar, for
- (i) administration of the staff and faculty,
 - (ii) general discipline in faculty, staff and students,
 - (iii) welfare of staff, faculty and students,
 - (iv) infrastructure development at the Main centre,
 - (v) coordination with the Department of Higher and technical education of the Government of Maharashtra,
 - (vi) security and maintenance of facilities at the center,
 - (vii) coordination with regional and subregionalcentres,
 - (viii) affiliation of colleges,
 - (ix) appointments of staff,
 - (x) contracts for outsourced services,
 - (xi) maintenance of administrative records and
 - (xii) any other administrative matter that the University might be dealing with.
- (11) The Director- ICT, shall be responsible for
- (i) establishment and maintenance of ICT infrastructure for smooth functioning of the University and regional centres and subregionalcentres,
 - (ii) Development and maintenance of State wide MIS system for affiliated colleges, university departments, the existing students, their academic profiles, Faculty profiles, Teaching and learning processes,
 - (iii) conduct of online courses,
 - (iv) maintenance of website,
 - (v) maintenance of web related services for faculty, staff, students, alumni and industry,
 - (vi) conduct of online examinations,
 - (vii) scanning of the answerbooks,
 - (viii) data management,
 - (ix) submission of data to regulatory bodies such AICTE, UGC, NIRF, MHRD etc.,
 - (x) data analysis of examination results,
 - (xi) development and maintenance of network communication within University and between the Centres,

- (xii) development of ICT systems for functioning of the University and
 - (xiii) any other matter requiring ICT expertise.
- (12) There shall be four regional Centres of University at Pune, Mumbai, Aurangabad and Nagpur
- (13) Each Regional Centre shall have the following Administrative Directors
- (i) Director- Head of the Centre
 - (ii) Jt. Director-Examination
 - (iii) Jt. Director- ICT
 - (iv) Jt. Director- R&D and Industry coordination
 - (v) Jt. Director-Administration and Finance
- (14) There shall be five sub-regional Centres, one each at Amaravati, Jalgaon, Nanded, Solapur and Kolhapur
- (15) Each SubRegional Centre shall have the following Administrative Directors
- (i) Jt. Director- Head of the Centre
 - (ii) Dy. Director -Examination
 - (iii) Dy. Director- ICT
 - (iv) Jt. Director-Administration and Finance
- (16) The Regional centers shall be operated and maintained as University's autonomous constituent unit, having University's compliment of facilities, faculty and staff.
- (17) The Regional center shall establish, within its campus, all or any of the following divisions or cells and such other facilities as it may deem fit :
- (a) Examination cell;
 - (b) Research and Development and Industry Co-ordination cell;
 - (c) Administration and Finance cell;
 - (d) Information and Communications Technology cell;
 - (e) Students Grievances Center.
- (18) Each of the divisions or cells specified in sub-section (17) shall be headed by a Joint Director, appointed by the University in the prescribed manner
- (19) The Sub-centers shall be operated and maintained as University's constituent unit, having University's compliment of facilities, faculty and staff.
- (20) The Sub-center shall establish, within its campus, all or any of the following divisions or cells and such other facilities as it may deem fit:
- (a) Examination cell;
 - (b) Administration and Finance cell;
 - (c) Information and Communications Technology cell;
 - (d) Students Grievances Center.
- (21) Each of the divisions or cells specified in sub-section (20) shall headed by Deputy Director, appointed by the University in the prescribed manner
- (22) Every Director of the regional center shall be a whole time salaried officer and shall be appointed by the Executive Council for a period of three years on the recommendation of the selection committee in the manner prescribed by these Statutes.
- (23) No person shall hold the office of Director beyond the age of sixty five years.
- (24) Every Director shall be appointed in such manner, on such emoluments and other conditions of service, and shall exercise such powers and perform such functions, as may be prescribed by these Statutes.

- (25) Every Joint Director shall be whole time salaried officer and shall be appointed for a period of three years by the Executive Council on the recommendation of the selection committee in the manner prescribed by these Statutes.
- (26) No person shall hold the office of Joint Director beyond the age of sixty five years.
- (27) The Joint Director shall perform such functions as may be prescribed by the Statutes, Ordinances and regulations made under this Act.
- (28) Every Deputy Director shall be full time salaried officer and shall be appointed for a period of three years by the Executive Council on the recommendation of the selection committee in the manner prescribed by the Statutes.
- (29) No person shall hold the office of Deputy Director beyond the age of sixty five years.
- (30) The Deputy Director shall perform such functions as may be prescribed by the Statutes, Ordinances and regulations made under this Act.
- (31) The appointment of Directors, Jt. Directors and Dy Directors of the University shall be made in such manner, and their terms and conditions of service and powers and duties shall be such as may be regulated by the Ordinances.
- (32) The designations, qualifications, methods of recruitment, pay, allowances and other conditions of service of various categories of employees of the University and their powers and duties.
- (33) The directors may be allowed to hold the memberships of Boards of professional organizations and industries and retain the royalty/consultancy/sitting fees provided that the such memberships do not interfere, directly/indirectly in his/her functioning at the University and such organizations or industries have no relationship with the University through affiliate colleges or Institutions or in supply/purchase of materials or products or processes or services or otherwise.
- (34) The First Directors, Jt.Directors and Dy. Directors in the University may be appointed by the Government in consultation with the First Vice-chancellor for a period not more than three years for establishment of the system and processes. The subsequent appointments will be made by the University following the recruitment processes as described in the Statutes.

7.3.1 Directors

- a) A Ph.D. degree in Engineering/Technology with first class at Bachelors or Masters level or its equivalent grade of 'A' in the UGC 7 – point scale from a UGC/AICTE recognized University / Institute.

And

- b) At least 8 years of teaching experience of which at least three years as Professor along with experience in Educational Administration.

OR

Comparable experience in research establishment and / or other institutions of higher education.

7.3.2 Joint Directors

- a) Minimum Masters degree in Engineering/Technology with first class or its equivalent at Bachelors or Masters level or its equivalent grade of 'A' in the UGC 7 – point scale from a UGC/AICTE recognized University / Institute.

And

- b) At least 05 years of experience as Assistant Professor in the AGP of Rs.7000/- and above or with 03 years of service in the AGP of Rs. 8000/- and above, including as Associate Professor along with experience in Educational Administration.

OR

Comparable experience in research establishment and / or other institutions of higher education.

Desirable: A Ph.D. degree in Engineering/Technology and experience in related areas of the cells of the Regional and sub-regional centers.

- (a) Examination cell (IT, Computer database, Telecommunication)
- (b) Research and Development and Industry Co-ordination cell (Patent Management, Technology management, HRD, PhD or relevant experience in Technology development and Engineering)
- (c) Administration and Finance cell (MBA-Finance, Administration, HRD)
- (d) Information and Communications Technology cell (ICT, Computer science, ICT, EXTC)
- (e) Students Grievances Center.(MBA in HRD, Administration)

7.3.3 Deputy Directors

- a) Minimum Masters degree in Engineering/ Technology with first class or its equivalent grade of 'A' in the UGC 7 – point scale from a recognized University / Institute.
And
- b) At least 4 years of experience as Assistant Professor in the AGP of Rs.7000/- and above

OR

Comparable experience in research establishment and / or other institutions of higher education.

Desirable: A Ph.D. degree in Engineering/Technology and Experience in related areas of the cells of the Regional and sub-regional centers. The following cells shall need corresponding experience

- (a) Examination cell (IT, Computer database, Telecommunication)
- (b) Research and Development and Industry Co-ordination cell (Patent Management, Technology management, HRD, PhD in Engineering)
- (c) Administration and Finance cell (MBA-Finance, Administration, HRD)
- (d) Information and Communications Technology cell (ICT, Computer science, ICT, EXTC)
- (e) Students Grievances Center.(MBA in HRD, Applied Psychology)

7.3.4 Selection Procedure of Directors, Joint Directors and Deputy Directors

The Committee formed for the selection of Directors, Jt. Directors and Dy. Directors shall scrutinize applications from eligible candidates.

The Selection Committee shall comprise of the following:

- a. The Vice Chancellor (Ex-officio Chairman)
- b. One Member each of the Executive Council and Academic Council, other than Vice Chancellor
- c. Three Experts from outside the University, two of them must be from industry
- d. One Representative of Government of Maharashtra

7.4 DEANS OF THE UNIVERSITY (FACULTY, AND RESEARCH AND DEVELOPMENT)

7.4.1. General Duties of the Deans of the University

- I. The Dean (Faculty) and Dean (Research and Development) shall be the whole time salaried academic officers of the University responsible for implementation of the academic and research policies, respectively, as approved by the Executive Committee in respect of academic development, maintenance of standards of teaching and training of teachers and research within the Faculties.
- II. The Deans (Faculties) will assist the Director-Academics of the University in his functioning
- III. The Dean (R&D) will assist the Director-R&D of the University in his functioning
- IV. The Deans shall be responsible for the academic development and research development of the Faculty in the University departments and the affiliated colleges and shall ensure proper implementation of the decisions of the Executive and Academic Councils in respect of the matters under the purview of the Dean.
- V. Subject to the superintendence, direction and control of the Director-Academics, the Deans shall, after taking such advice as necessary, decide upon the grievances of students regarding the enrolment, eligibility, migration, scholarships, research, studentships or fee-ships and terms of admission to University examinations.
- VI. The Dean(s) shall be allowed to hold the memberships of Boards of professional organizations and industries and retain the royalty/consultancy/sitting fees provided that the such memberships do not interfere, directly/indirectly in his/her functioning at the University and such organizations or industries have no relationship with the University through affiliate colleges or Institutions or in supply/purchase of materials or products or processes or services or otherwise
- VII. Pay scales of Deans shall be as per the UGC / AICTE rules as accepted by Government of Maharashtra from time to time.

7.4.2 DEANS OF THE UNIVERSITY (FACULTY)

- (1) There shall be a Dean for each faculty
 - (i) Engineering & Technology
 - (ii) Pharmacy,
 - (iii) Architecture,
 - (iv) Hotel management and catering Technology

- (2) A committee will select the Dean(s) of Faculty from among the eligible candidates of the concerned faculty. Applications received for the post(s) shall be scrutinized by Selection Committee.

The Selection Committee shall comprise of:

 - a. The Vice Chancellor (Ex-officio Chairman)
 - b. One Member each of the Executive Council and Academic Council, other than Vice Chancellor
 - c. Three Experts from outside the University pertaining to that faculty
 - d. One representative of Government of Maharashtra

- (3) A Dean of faculty shall be a whole timed salaried academic officer of the university and responsible for implementation of the academic policies approved by the Academic Council in respect of academic development, maintenance of standards of teaching and training of teacher within his faculty and will support the Director-Academics in his/her functioning.
- (4) The Dean of faculties must have an experience of at least 5 years as Professor (regular appointment) in the particular faculty.
- (5) The Dean of a Faculty should be academic or an engineer or technologist in the discipline of the faculty with proven leadership quality and teaching and research credentials as demonstrated by his/her publications as indicated by *h*- index or administrative capabilities and experience at least at the level of Head of a University Department or an Institute or at equivalent position.
- (6) The Dean shall ensure proper implementation of the decisions of the Executive Council, Academic Council, and the Board of Examinations in respect to his faculty and the decisions of the faculty and the Boards of Studies under his purview.
- (7) No person shall hold the office of Dean beyond the age of sixty five years.
- (8) The salary of the Dean of a Faculty shall be as per the UGC / AICTE rules as accepted by Government of Maharashtra from time to time.
- (9) The University may appoint Associate Deans in individual disciplines from the faculty members of the University Departments or affiliated colleges to assist the Dean in his functioning.

7.4.3 DEAN (RESEARCH AND DEVELOPMENT)

- (1) A Dean for Research & Development shall be a whole time salaried academic officer and responsible for monitoring and coordinating research and development in University and affiliated colleges, technology up gradation, scale –up and technology transfer, and Industry relations.

- (2) The Committee formed for the selection of Dean (Research and Development) shall scrutinize applications from eligible candidates. Candidates desirous of being the Dean (Research and Development) shall have the eligibility criterion as mentioned above.

The Selection Committee shall comprise of the following:

- (i) The Vice Chancellor (Ex-officio Chairman)
 - (ii) One Member each of the Executive Council and Academic Council, other than Vice Chancellor
 - (iii) Three Experts from outside the University, two of them must be from industry
- (3) The Dean of Research and Development must have the experience of at least 5 years as Professor (regular appointment) in Engineering and Technology or an equivalent cadre from among Research Organizations / Industries etc.
 - (4) The Dean of Research and Development should be a person with proven leadership quality with teaching and research credentials as demonstrated by his/her publications as indicated by *h*-index, patents, technology transfer, etc. and administrative capabilities and experience of at least at the level of Head of the Department or Director of an Institute or at equivalent position.
 - (5) The Dean of Research and Development must not be over 65 years of age.
 - (6) The duration of the Dean of Research and Development will be for three years, which can be extended, maximum by another two years.
 - (7) The pay scale of the Dean of Research and Development shall be as per the UGC / AICTE rules as accepted by Government of Maharashtra from time to time.
 - (8) The Deans shall formulate the policies and development programs of the University with respect to the subjects under their purview and in accordance with the University policies approved by the executive council, and forward them to the appropriate authorities for consideration.
 - (9) Deans may appoint Ad-hoc committees in consultation with the Director-Academics and Director-R&D for specific issues from time to time.

7.4.4 DEAN (STUDENTS/STAFF WELFARE & ALUMNI RELATIONSHIP)

1. A Dean for students/staff welfare & alumni relationship shall be a whole time salaried academic officer and responsible for monitoring and coordinating the student/staff and alumni related issues in University and affiliated colleges.
2. The Committee formed for the selection of Dean (students/staff welfare & alumni relationship) shall scrutinize applications from eligible candidates. Candidates desirous of being the Dean (students/staff welfare & alumni relationship) shall have the eligibility criterion as mentioned above.

The Selection Committee shall comprise of the following:

- a. The Vice Chancellor (Ex-officio Chairman)
- b. One Member each of the Executive Council and Academic Council, other than Vice Chancellor
- c. Three Experts from outside the University, two of them must be from industry

3. The Dean of students/staff welfare & alumni relationship must have the experience of at least 5 years as Professor (regular appointment) in Engineering and Technology or an equivalent cadre from among Research Organizations / Industries etc.
4. The Dean of students/staff welfare & alumni relationship should be a person with proven leadership quality with teaching and research credentials as demonstrated by his/her publications as indicated by *h*- index, patents, technology transfer, etc. and administrative capabilities and experience of at least at the level of Head of the Department or Director of an Institute or at equivalent position.
5. The Dean of students/staff welfare & alumni relationship must not be over 65 years of age.
6. The duration of the Dean of students/staff welfare & alumni relationship will be for three years, which can be extended, maximum by another two years.
7. The pay scale of the Dean of students/staff welfare & alumni relationship shall be as per the UGC / AICTE rules as accepted by Government of Maharashtra from time to time.
8. The Deans shall formulate the policies and development programs of the University with respect to the subjects under their purview and in accordance with the University policies approved by the executive council, and forward them to the appropriate authorities for consideration.
9. Deans may appoint Ad-hoc committees in consultation with the Director-Academics and Director-R&D for specific issues from time to time.

7.5 REGISTRAR

- (1) The Registrar shall be a whole time salaried Administrative Officer of the University and shall work directly under the superintendence, direction and control of the Director-Administration.
- (2) The Registrar shall exercise such other powers and perform such other duties as are laid down under this Act or as may be conferred or imposed on him by the Statutes or as may be directed, by the Director-Administration
- (3) The Registrar shall act as the Secretary of the Executive Council, Academic Council, Planning and Evaluation (Monitoring) Board and Faculties but shall not be deemed to be a member of any of those authorities
- (4) The Registrar shall be appointed by the Executive Council on the recommendation of a selection committee as prescribed by Statues. His qualification, emoluments and terms and conditions of service shall be such as may be prescribed by these Statutes.
- (5) The Registrar shall be appointed for a period of five years and shall be eligible for reappointment for one more term of five years: Provided that, no person shall hold the office of Registrar beyond the age of sixty years.
- (6) The Registrar shall be responsible for the due custody of the records, the common seal of the University and such other property of the University as the Executive Council shall commit to his charge
- (7) The Registrar shall issue all notices convening meetings of the Executive Council, Academic Council, Planning and Evaluation (Monitoring) Board and such other committees appointed by the authorities other than Finance Committee of the University and keep minutes of such meetings.

- (8) The Registrar He shall receive applications for entrance to the University and shall keep a permanent record of all courses, curriculum and other information as may be necessary.
- (9) The Registrar may, by writing under his own hand addressed to the Vice-Chancellor, resign his office. The resignation shall be delivered to the Vice-Chancellor ordinarily thirty days prior to the date on which the Registrar wishes to be relieved of his office but the Executive Council may at its discretion, relieve him earlier. The resignation shall take effect from the date of relieve.
- (10) In the temporary absence of the Registrar on leave or for whatever reason or until the vacancy caused by any other reason is filled, the Vice-Chancellor shall appoint any suitable person, temporarily for a period not exceeding Six months, to act as Registrar.
- (11) The Registrar shall be responsible for maintaining a permanent record of the academic performance of students of the University including the courses taken, grades obtained, degrees, awards, prizes or other distinctions won and any other items pertaining to the academic performance of the students.
- (12) The term of service of the Registrar shall be as per the orders relating to the age limit of officers of Universities, issued by the Government from time to time. The qualifications and experience for being selected as the Registrar shall be that as approved by the Government.
- (13) Subject to the decisions of the authorities of the University, the Registrar shall have the power to enter into agreements, sign documents and authenticate records on behalf of the University.
- (14) The Registrar shall receive complaints and suggestions in regard to the improvement of administration and consider them for appropriate action.
- (15) The salary and other service conditions of the Registrar shall be prescribed by the UGC/AICTE as accepted by the Government from time to time
- (16) The Qualifications of the Registrar shall be
 - a) Ph. D. in Engineering/technology with first class at Bachelors or Masters level and minimum 8 years of teaching/research or professional experience of which 3 years must be as a Professor

OR

Comparable experience in research establishment and / or other institutions of higher education.

OR

10 years of administrative experience of which 5 years as Deputy Registrar or an equivalent post.

- (17) The first Registrar shall be appointed by the Government of Maharashtra. The subsequent appointments shall be by direct recruitment for a period of 05 years or until 60 years of age, whichever is earlier, and shall be eligible for reappointment at the most for one more time.

7.5 CHIEFFINANCE AND ACCOUNTS OFFICER

- (1) The Chief Finance and Accounts Officer shall be a whole time salaried officer of the University and shall act as *ex officio*, Secretary of the Finance Committee or committees constituted by it but shall not be deemed to be a member of the Finance Committee.
- (2) The Chief Finance and Accounts Officer shall be appointed by the Executive Council on the recommendations of the selection committee as prescribed by Statutes. His qualifications, emoluments and terms and conditions of service shall be such as may be prescribed by the Statutes.
- (3) The Chief Finance and Accounts Officer shall be appointed for a period of five years and shall be eligible for reappointment Provided that, no person shall hold the office of Finance Officer beyond the age of sixty years.
- (4) When the office of the Chief Finance and Accounts Officer falls vacant or when the Chief Finance Officer is by reason of illness, or absence or any other cause, unable to perform the duties of his office, such duties shall be performed for the time being, by the Finance Officer or such a person as the Vice-Chancellor may appoint for the purpose, for a period not exceeding six months or until a Chief Finance Officer is duly appointed, whichever is earlier.
- (5) The Chief Finance and Accounts Officer shall assist the Vice-Chancellor in financial matters and be under the general control of the Vice-Chancellor. In the exercise of his powers and performance of his duties, the Chief Finance and Accounts Officer shall :—
 - (i) exercise general supervision over the funds of the University and shall advise the University as regards its financial policy;
 - (ii) hold and manage the property and investments including trust and endowed property, for furthering any of the objects of the University;
 - (iii) 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 for the purposes for which they are granted or allotted
 - (iv) be responsible for the preparation of the annual accounts and the budget of the University for the next financial year, and for their presentation to the Executive Council;
 - (v) keep a watch on the state of the cash and bank balances and of the investments;
 - (vi) watch the progress of collection of revenue and advise on the methods of collection employed;
 - (vii) have the accounts of the University regularly audited;
 - (viii) ensure that the registers of building, land and equipments are maintained up-to-date, and that the stock-checking of equipment and other consumable material in all offices, colleges, centers, institutes, laboratories, libraries, workshops and stores is conducted regularly;
 - (ix) propose to the Executive Council, through the Vice-Chancellor, that explanation be called for unauthorized expenditure or other financial irregularities in any particular case, and recommend disciplinary action against the persons at fault;
 - (x) call, from any office, center, college, laboratory or institution under the control of the University, for any information and returns that he thinks necessary for the proper discharge of his financial responsibilities; and

(xi) exercise such other powers, perform such other duties and discharge such other financial functions as are assigned to him by the Executive Council or as may be prescribed by the Statutes

- (6) *The qualifications of the Chief Finance and Accounts Officer shall be*
Minimum Master degree in Commerce or Economics with First class or its equivalent grade of 'A' in the UGC 7 – point scale from a recognized University/Institute either at Bachelor's or Master's degree.

And

- (b) At least 10 years of experience in Educational Administration/ Finance

OR

Comparable experience in research establishment and / or other institutions of higher education along with experience in educational administration.

OR

15 years of administrative experience of which 8 years as Deputy Finance Officer or an equivalent post along with an experience in educational finance or administration.

OR

Officers working in Organized Accounts Services of GOVERNMENT OF INDIA / MAHARAHSTRA Preferably from Indian Audit & Accounts Service with similar status.

Desirable:-Chartered Accountant or MBA-Finance

1. Well versed in the financial/accounting systems with CA, ICWA etc.
2. Experience in computer system finance/accounts related software handling for information processing and retrieval.

- (7) The first Chief Finance and Accounts Officer shall be appointed by the government. The subsequent appointments shall be by direct recruitment for a period of 05 years or 60 years of age, whichever is earlier, and shall be eligible for reappointment at the most for one more time.

7.6 FINANCE OFFICER

- 1) The Finance Officer shall be a whole time salaried officer of the University.
- 2) The Finance Officer shall be appointed by the Executive Council on the recommendations of the selection committee as prescribed by Statutes. His qualifications, emoluments and terms and conditions of service shall be such as may be prescribed by the Statutes.
- 3) The Finance Officer shall be appointed for a period of five years and shall be eligible for reappointment Provided that, no person shall hold the office of Finance Officer beyond the age of sixty years.
- 4) The Finance Officer shall assist the Chief Finance and Accounts officer in financial matters and be under the general control of the Chief Finance and Accounts officer. In the exercise of his powers and performance of his duties, the Finance Officer shall :—

- (i) exercise general supervision over the funds of the University and shall advise the University as regards its financial policy under the supervision of chief finance officer;
- (ii) be responsible for the preparation of the annual accounts and the budget of the University for the next financial year, and for their presentation to the chief finance officer;
- (xii) have the accounts of the University regularly audited under the supervision of chief finance officer;
- (xiii) exercise such other powers, perform such other duties and discharge such other financial functions as are assigned to him by the Chief finance officer or as may be prescribed by the Statutes

(8) *The qualifications of the Finance Officer shall be*

Minimum Masters' degree in Commerce/accounts/ Economics with First class or its equivalent grade of 'A' in the UGC 7 – point scale in any discipline from a recognized University/Institute either at Bachelor's or Master's degree.

And

(b) At least 5 years of experience in the AGP of Rs.7000/- and above or with three years of service in the AGP of Rs. 8000/- and above along with experience in Educational Administration.

OR

Comparable experience in research establishment and / or other institutions of higher education along with experience in educational administration.

OR

7 years of administrative experience of which 5 years as Deputy Finance Officer or an equivalent post along with an experience in educational finance administration.

OR

Officers working in Organized Accounts Services of GOVERNMENT OF INDIA / MAHARAHSTRA Preferably from Indian Audit & Accounts Service with similar status.

Desirable:-

1. Well versed in the financial/accounting systems with CA, ICWA etc.
 2. Experience in computer system finance/accounts related software handling for information processing and retrieval.
- (9) The First Finance Officer shall be appointed by the government. The subsequent appointments shall be by direct recruitment for a period of 05 years or 60 years of age, whichever is earlier, and shall be eligible for reappointment at the most for one more time.

7.7 BOARD OF EXAMINATION

- (1) The Board of Examination will consist of the following members
 - (i) Director-Academic, Chairman
 - (ii) Jt. Directors-Examination from University and all Centres
 - (iii) Dean-Faculties
- (2) The Board will have the major responsibility of smooth conduct of examination and declaration of results in time and addressing the grievances of the students related to the examinations.

7.6.1 JOINT DIRECTOR- EXAMINATIONS

Each Jt. Director-Examination at Main Centre, Regional centres and subregional Centres shall be responsible for,

- (i) Appointment of examiners for setting question papers and assessment of answer papers,
- (ii) printing and distribution of the question papers,
- (iii) conduct of the examinations in the University and affiliated colleges in the Regional centres and Sub-regional centres,
- (iv) coding and scanning answerbooks,
- (v) online evaluation of the answerbooks through examiners, and timely declaration of results and results analysis
- (vi) Reevaluation
- (vii) Student's grievances related to examinations and results
- (viii) Compilation and Analysis of examination results

7.8 DEPUTY REGISTRAR

(a) The minimum qualifications for direct recruitment to the post of Deputy Registrar or equivalent posts shall be a Master's Degree with first class or its equivalent grade of 'A' in the UGC 7 point scale; along with-

- (i) Five years of experience as Assistant Professor with experience in educational administration,

OR

Comparable experience in research establishment and / or other institutions of higher education,

OR

5 years of administrative experience as Assistant Registrar or in an equivalent post

Desirable: MBA- Administration, LLB/LLM, Company Secretary

The rules framed / accepted by State Government of Maharashtra from time to time will be applicable.

(f) The age of superannuation of Deputy Registrar shall be 60 (sixty) years.

7.9 DEPUTY FINANCE AND ACCOUNTS OFFICER

(a) The minimum qualifications for direct recruitment to the post of / Deputy Finance and Accounts Officers and equivalent posts shall be Chartered Accountant or MBA-Finance and Master's Degree with first class or its equivalent grade of 'A' in the UGC 7 point scale; along with-

(i) Five years of experience as Assistant Finance Officer with experience in educational administration,

OR

(i) Comparable experience in research establishment and / or other institutions of higher education,

OR

(ii) 5 years of administrative experience as Assistant Finance Officer or in an equivalent post,

Desirable: Chartered Accountant or MBA-Financial Management

The rules framed / accepted by State Government of Maharashtra from time to time will be applicable.

(d) Teachers appointed to the post of Deputy Finance and Accounts Officers and equivalent, shall be entitled to appropriate Grade Pay for these categories of posts, and shall not retain Academic Grade Pay of the teaching post.

(e) The age of superannuation of / Deputy Finance and Accounts Officers shall be 60 (sixty) years.

7.10 ASSISTANT REGISTRAR / ASSISTANT FINANCE AND ACCOUNTS OFFICER

(b) The minimum qualifications for direct recruitment for the post of Assistant Registrar and equivalent are Master's Degree with first class at Bachelors or Master's level or its equivalent grade of 'A' in the UGC 7-point scale along with a good academic record, as laid down by UGC.

(b) The rules framed / accepted by State Government of Maharashtra from time to time will be applicable.

(c) The age of superannuation of Assistant Registrar / Assistant Finance and Accounts Officer shall be 60 (sixty) years.

8 CREATION AND FILLING UP OF TEACHING POSTS

(1) Subject to the recommendations of the All India Council for Technical Education and the guidelines of the University Grants Commission, as accepted by the State Government, and the provisions of this

Act, the designations, qualifications, method of recruitment, pay, allowances and other conditions of service of all teachers of the University and their powers and duties shall be such as may, from time to time, be prescribed by the Statutes, Ordinances and regulation

- (2) The designations, qualifications, method of recruitment, pay, allowances and other conditions of services of the non-teaching employees of the University shall, subject to the provisions of this Act and the approval of the State Government, be prescribed by the Statutes, Ordinances and regulations.
- (3) Teaching posts in University, as far as feasible, may be created in a pyramidal order, that is, for instance, for one post of Professor, there shall be two posts of Associate Professors and four posts of Assistant Professors, per department.
- (4) All the sanctioned/approved posts in the University system shall be filled up on an urgent basis.

9. THE QUALIFICATIONS OF PROFESSORS, ASSOCIATE PROFESSOR, ASSISTANT PROFESSORS, LIBRARIAN AND OTHER MEMBERS OF THE ACADEMICS STAFF OF THE UNIVERSITY AND RECOGNIZED INSTITUTIONS

9.1 FACULTY OF ENGINEERING AND TECHNOLOGY

Note: All the movements from lower to upper posts or higher AGP shall be subject to the completion of the Academic Performance Index (API) norms as suggested by UGC/AICTE.

ASSISTANT PROFESSOR / ASSOCIATE PROFESSORS / PROFESSORS IN UNIVERSITY AND COLLEGES

- (i) Persons entering the teaching profession in University and Colleges shall be designated as Assistant Professors and shall be placed in the Pay Band of Rs.15600-39100 with AGP of Rs. 6000.
- (ii) An Assistant Professor with completed service of 4 years, possessing Ph. D. Degree in the relevant discipline shall be eligible, for moving up to AGP of Rs. 7000.
- (iii) Assistant Professor possessing M. Phil. Degree or post-graduate degree in relevant discipline shall be eligible for the AGP of Rs. 7,000 after completion of 5 years service as Assistant Professor.
- (iv) The upward movement from AGP of Rs. 6000 to AGP of Rs. 7000 for all Assistant Professors shall be subject to their satisfying other conditions as laid down by the UGC.
- (v) Assistant Professors with completed service of 5 years at the AGP of Rs. 7000 shall be eligible , subject to other requirements laid down by the UGC, to move up to the AGP of Rs. 8000.
- (vi) Posts of Associate Professor shall be in the Pay Band of Rs.37400-67000, with AGP of Rs.9000. Directly recruited Associate Professors shall be placed in the Pay Band of Rs. 37400-67000 with an AGP of Rs. 9000, at the appropriate stage in the Pay Band in terms of the conditions of appointment.
- (vii) Assistant Professors having PhD completing 3 years of teaching in the AGP of Rs. 8000 shall be eligible, subject to other conditions that may be prescribed by the UGC and the University, to move to the Pay Band of Rs. 37400-67000 with AGP of Rs. 9000 and to be designated as Associate Professor.

- (viii) Associate Professor completing 3 years of service in the AGP of Rs. 9000 and possessing a Ph. D. degree in the relevant discipline shall be eligible to be appointed and designated as Professor, subject to other conditions of academic performance as laid down by the UGC and if any by the University . No teacher other than those with a Ph.D. shall be promoted, appointed or designated as Professor. The Pay Band for the post of Professors shall be Rs.37400-67000 with AGP of Rs. 10000.
- (ix) The pay of a directly recruited Professor shall be fixed at a stage not below Rs. 43000 in the Pay Band of Rs. 37400-67000, with the applicable AGP of Rs. 10000.
- (x) Ten percent of the posts of Professors in a University shall be in the higher AGP of Rs. 12000. However, teachers appointed to the posts shall continue to be designated as Professor. Eligibility for appointment as a Professor in the higher Academic Grade Pay shall be as may be laid down by the UGC, and such eligibility conditions shall, inter alia, include publications in peer reviewed/ refereed Research Journals, number of PhDs produced and the requirement of at least 10 years of teaching as Professor and post-doctoral work of a high standard. No person appointed directly as Professor in the AGP of Rs. 12000 shall be fixed at a stage less than Rs. 48000 along with the AGP.
- (xi) For initial direct recruitment at the level of Associate Professors and Professors, the eligibility conditions in respect of academic and research requirements shall be as may be or have been prescribed by the UGC through Regulations or as may be laid down by the University. No person shall be directly appointed as Associate Professor or Professor without Ph. D. in relevant discipline.
- (xiv) Discretionary award of advance increments for those who enter the profession as Associate Professors or Professors with higher merit, high number of research publications and experience at the appropriate level, shall be within the competence of the appropriate authority of the University or recruiting institution while negotiating with individual candidates in the context of the merits of each case, taking into account the pay structure of other teachers in the faculty and other specific factors.
- (xv) For the appointments in the Schools of the University, the minimum qualification shall be PhD in relevant discipline for direct appointment.
- (xvi) For interdisciplinary research school of the University, the University shall specify the areas of research at the time of recruitment to get necessary complimentary expertise for the Schools. Ideally not more than one faculty member shall be recruited in one discipline.
- (xvii) It will be essential that the faculty recruited in the multidisciplinary school develop multidisciplinary research projects and post-graduate courses.
- (xviii) The appointments in the University Schools will be for a period of Five years and will be renewed only on the basis of performance in terms of number of high quality international publications, number of PhDs produced, research funding generated from funding agency and industry and participation in overall development of the School.
- (xix) The University shall evolve a quantitative criterion for key academic performance indicators for selection and promotion of the faculty in University departments and Schools and faculty of affiliated colleges and conducted Institutions as per the guidelines of UGC Notification No. F.1-2/2009(EC/PS) V(i) Vol-II dated June 13th 2013 and F.No.1-2/2009(EC/PS) dated August 2014.

9.2 FOR DIRECT APPOINTMENT OF TEACHERS IN THE UNIVERSITY AND COLLEGES

9.2.1 ENGINEERING AND TECHNOLOGY

(i) Director / Principal

Ph. D. with minimum 13 years of teaching/research or professional experience of which 5 years must be as a Professor OR minimum 8 years as an Associate Professor OR equivalent

(ii) Assistant Professor

i. Essential

First Class Master's Degree in the appropriate branch of Engineering & Technology.

ii. Without prejudice to the above, the following conditions may be considered as Desirable:

- a. Ph.D. in relevant discipline
- b. Teaching, industrial research and / or professional experience in a reputed organization;
- c. Published work, such as research papers in refereed and indexed journals, patents obtained, books, and / or technical reports;
- d. Experience of guiding the project work, dissertation of post graduate or research students or supervising R&D projects in industry;
- e. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
- f. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

(iii) Associate Professor

i. Essential:

- a) A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engineering & Technology,
- b) Experience of 8 years in teaching, research and / or industry at the level of Assistant Professor or equivalent grade, including period spent on obtaining the research degree.

OR

In the event the candidate is from industry and the profession, the following shall constitute as essential:

- (i) First Class Master's Degree in the appropriate branch of Engineering & Technology

And

- (iv) Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engineering & Technology and industrial / professional experience of eight years in a position equivalent to the level of Assistant Professor, provided that the

recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

Without prejudice to the above, the following conditions may be considered as desirable:

- a. Teaching, industrial research and / or professional experience in a reputed organization;
- b. Published work, such as research papers in refereed and indexed journals, patents obtained, books, and / or technical reports;
- c. Experience of guiding the project work, dissertation of post graduate or research students or supervising R&D projects in industry;
- d. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
- e. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

(iv) Professor:

i. Essential qualifications:

- a. A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engineering & Technology and experience of 10 years in teaching, research and / or industry, out of which at least five years at the level of Associate Professor or equivalent grade.

OR

In the event, the candidate is from industry and the profession, the following shall constitute as essential:

- (a) First Class at Bachelor's or Master's Degree in the appropriate branch of Engineering & Technology
- (b) Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engineering & Technology and industrial / professional experience of ten years, out of which at least five years at a senior level equivalent to Associate Professor, provided that the recognition for significant professional work shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

Without prejudice to the above, the following conditions may be considered as Desirable:

- a. Teaching, industrial research and / or professional experience in a reputed organization;
- b. Published work, such as research papers in refereed and indexed journals, patents obtained, books, and / or technical reports;

- c. Experience of guiding the project work, dissertation of post graduate or research students or supervising R&D projects in industry;
- d. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
- e. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

9.2.2 PHARMACY DISCIPLINE

(i) Director / Principal

Ph. D. with minimum 13 years of teaching/research or professional experience of which 3 years must be as a Professor OR minimum 8 years as an Associate Professor OR equivalent.

(ii) Assistant Professor:

i. Essential:

- a. A basic degree in pharmacy (B. Pharm.).
- b. Registration as a pharmacist under the Pharmacy Act, 1948, as amended from time to time, including any succeeding enactments.
- c. First Class Master's Degree in appropriate branch of specialization in Pharmacy.

ii. Desirable qualifications:

- a. Teaching, industrial research and / or professional experience in a reputed organization;
- b. Published work, such as research papers in refereed and indexed journals, patents obtained, books, and / or technical reports;
- c. Experience of guiding the project work, dissertation of post graduate or research students or supervising R&D projects in industry;
- d. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
- e. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

(iii) Associate Professor:

i. Essential:

- a. A basic degree in pharmacy (B. Pharm.).
- b. Registration as a pharmacist under the Pharmacy Act, 1948, as amended from time to time, including any succeeding enactments.
- c. A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of specialization in Pharmacy, and experience of 8 years in teaching, research, industry and / or

profession at the level of Assistant Professor or equivalent grade; excluding period spent on obtaining the research degree.

OR

In the event the candidate is from industry and the profession, the following shall constitute as essential:

- a. First Class Master's Degree in the appropriate branch of specialization in Pharmacy;
- b. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of specialization in Pharmacy and industrial / professional experience of eight years in a position equivalent to the level of Assistant Professor, provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

iii. Desirable:

- a. Teaching, industrial research and / or professional experience in a reputed organization;
- b. Published work, such as research papers in refereed and indexed journals, patents obtained, books, and / or technical reports;
- c. Experience of guiding the project work, dissertation of post graduate or research students or supervising R&D projects in industry;
- d. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
- e. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

(iv) Professor:

i. Essential:

- a. A basic degree in pharmacy (B. Pharm.).
- b. Registration as a pharmacist under the Pharmacy Act, 1948, as amended from time to time, including any succeeding enactments.
- c. A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of specialization in Pharmacy, and experience of 10 years in teaching, research, industry and / or profession at the level of Lecturer or equivalent grade;

OR

In the event the candidate is from industry and the profession, the following shall constitute as essential:

- a. First Class Master's Degree in the appropriate branch of specialization in Pharmacy; and

- b. Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of specialization in Pharmacy and industrial / professional experience of five years at a senior level comparable to Associate Professor, provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

iii. Desirable:

- a. Teaching, industrial research and / or professional experience in a reputed organization;
- b. Published work, such as research papers, patents obtained, books, and / or technical reports;
- c. Experience of guiding the project work, dissertation of post graduate or research students or supervising R&D projects in industry;
- d. Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
- e. Capacity to undertake / lead sponsored R&D, consultancy and related activities.

9.2.3 FACULTY OF ARCHITECTURE

(i) Director / Principal

Ph. D. with minimum 13 years of teaching/research or professional experience of which 3 years must be as a Professor OR minimum 8 years as an Associate Professor OR equivalent.

AND

Certified by Council of Architecture

(ii) Professor:

Ph. D. with 10 years teaching experience out of which 5 years must be as an Associate Professor.

OR

Professional practice of 10 years equivalent to Ph. D. as certified by Council of Architecture.

(iii) Associate Professor

Ph. D. with 5 years teaching experience.

AND

Master's with first class in Architecture.

OR

Professional experience of minimum 5 years as certified by Council of Architecture.

(iv) Assistant Professor

Master's with first class in Architecture.

Pay Scales: The rules framed / accepted by State Government of Maharashtra from time to time will be applicable.

9.2.4 FACULTY OF MANAGEMENT

(i) Director / Principal

Ph. D. with 13 years teaching experience out of which 3 years must be as Professor or minimum 8 years as an Associate Professor.

OR

Master's degree with first class having 13 years experience of professional/ teaching / industrial / research. Professional experience shall be at the managerial level, equivalent to professor with active participation in designing, developing, planning, executing, analyzing, quality control, research paper/publications/patents, training etc. with minimum qualification as per Associate Professor.

(ii) Professor

Ph. D. with 10 years teaching experience out of which 5 years must be as an Associate Professor.

OR

Master's degree with first class having 13 years experience of teaching or professional or research. Professional experience shall be at the managerial level equivalent to Associate Professor with active participation in designing, developing, planning, executing, analyzing, quality control, research paper / publications / patents, training etc. with minimum qualification as per Associate Professor.

(iii) Associate Professor

Ph. D. with 5 years teaching experience out of which 2 years shall be post Ph. D. along with minimum qualification as per Assistant Professor.

OR

Master's degree with first class having 8 years experience of teaching or professional or research. Professional experience shall be at the managerial level equivalent to Assistant Professor with active participation in designing, developing, planning, executing, analyzing, quality control, research paper / publications / patents, training etc. with minimum qualification as per Associate Professor.

(iv) Assistant Professor

Master's degree with First class in Management or equivalent by UGC.

Desirable: MBA in Administration, Financial Management, Technology Management

Pay Scales: The rules framed / accepted by State Government of Maharashtra from time to time will be applicable.

9.2.5HOTEL MANAGEMENT AND CATERING TECHNOLOGY

(i) Director / Principal

Ph. D. with 13 years teaching experience out of which 3 years as a Professor or 15 years must be as an Associate Professor.

OR

Ph. D. with 13 years experience of teaching and/or industrial and/or research out of which 8 years shall be post Ph. D. experience. Industrial experience shall be at the managerial level, equivalent to professor with active participation in designing, developing, planning, executing, analyzing, quality control, research paper/publications/patents, training etc. deemed fit by selection committee along with minimum qualification as per Associate Professor.

(ii) Professor

Ph. D. with 10 years teaching experience out of which 5 years must be as an Associate Professor.

OR

Ph. D. with 13 years experience of teaching and / or industrial and / or research out of which 5 years shall be post Ph. D. experience. Industrial experience shall be at the managerial level equivalent to Associate Professor with active participation in designing, developing, planning, executing, analyzing, quality control, research paper/publications/patents, training etc. deemed fit by selection committee along with minimum qualification as per Associate Professor.

(iii)Associate Professor

Ph. D. with 5 years teaching experience out of which 2 years shall be post Ph. D. along with minimum qualification as per Assistant Professor.

Assistant Professor

First class at Bachelors (3 year degree or Diploma after 10 + 2 in HMCT) or equivalent and Master's Degree in Hotel Management and Catering Technology with First Class or Equivalent either in Bachelors or Master's Degree or 8 years relevant experience

OR

First class at Bachelor's degree or equivalent and Masters Degree in Hotel Management and Catering Technology with First Class or equivalent either in Bachelor's or Master's degree.

9.2.6 (a) Librarian

Minimum Qualification:

- i. Master's degree in library science / information science / documentation with first class or its equivalent grade of 'A' in the UGC 7 – point scale and consistently good academic record.
- ii. At least thirteen years as a Deputy Librarian in the University library or eighteen years experience as a P.G. College Librarian.

Evidence of innovative library service and organization and / or published work.

Desirable

M.Phil / Ph.D degree in library science / information science/ documentation / archives and manuscript keeping.

(b) Deputy Librarian

Minimum Qualification:

- i. Master's degree in library science / information science / documentation with first class or its equivalent grade of 'A' in the UGC seven point scale and consistently good academic record.
- ii. Five years experience as an Assistant Librarian.

Evidence of innovative library services, published work, professional commitment and computerization of library.

Desirable

M.Phil / Ph.D degree in library science / information science / documentation / archives and manuscript keeping, computerization of library.

(c) Assistant Librarian / Documentation Officer

Minimum Qualification:

Master's degree in library science/information technology/documentation degree with first class or its equivalent grade of 'A' in the UGC seven point scale.

9.2.7 PERCENTAGE EQUIVALENCE OF GRADE POINTS FOR A SEVEN POINTS SCALE:

It is hereby clarified that where the University/College/Institution declare results in grade points which is on a scale of seven, the following mechanism shall be referred to ascertain equivalent marks in percentage:

Grade	Grade Point	Percentage Equivalent
'O' – Outstanding	5.50-6.00	75-100
'A' – Very Good	4.50-5.49	65-74
'B' – Good	3.50-4.49	55-64
'C' – Average	2.50-3.49	45-54
'D' – Below Average	1.50-2.49	35-44
'E' – Poor	0.50-1.49	25-34
'F' – Fail	0.00-0.49	00-24

For avoidance of doubt, it is hereby clarified that:

1. If Class or Division is not declared at the Bachelor's or Master's Degree levels, an aggregate of $\geq 60\%$ or equivalent Cumulative Grade Point Average (CGPA) is to be considered as equivalent to First Class.
2. In respect of CGPA awarded to the candidates on a 10-Point Scale, the Table of equivalence shall be provided by the university concerned followed for determining the Class obtained by them as per (1) cited above.

10. SELECTION COMMITTEES

- (1) The following committees will be formed and will work for selection of the *Teaching Posts* in the respective faculties in the University as per the rules.
- (2) The Selection Committee for the post of Professor/ Associate Professor/Assistant Professor in the University shall have the following composition:
 - (a) The Vice Chancellor shall be the Chairperson of the Selection Committee.
 - (b) Three experts in the concerned subject nominated by the Vice Chancellor out of the panel of names approved by the Academic Council of the University.
 - (c) Two representatives of AICTE and DTE (one each)
 - (d) Dean of the concerned Faculty, wherever applicable
 - (e) Head/Chairperson of the Department/School.
 - (f) An academician nominated by the Chancellor
 - (g) An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories to be nominated by the Vice Chancellor or Acting Vice- Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category
 - (h) Registrar shall act as secretary of the Committee
 - (i) At least four members, including at least two outside subject experts shall constitute the quorum.

(3) The Selection Committee for the post of Principal in the affiliated college or Institution shall have the following composition:

- (a) The Vice Chancellor shall be the Chairperson of the Selection Committee.
- (b) Two experts in the concerned subject nominated by the Executive Council and one by Academic Council
- (c) Registrar shall act as secretary of the Committee
- (d) At least four members, including at least two outside subject experts shall constitute the quorum.

(4) Selection Committee for the Finance Officer shall be consisting of-

- (a) the Vice-Chancellor, *ex officio* Chairman;
- (b) the Director of Accounts and Treasuries, Maharashtra State, or his nominee not below the rank of Deputy Director of Accounts and Treasuries;
- (c) the nominee of the Chancellor on the Executive Council;
- (d) two persons nominated by the Executive Council, from amongst its members; and
- (e) the Registrar, *ex officio* Secretary.

(5) Selection Committee for Librarian shall be consisting

- (a) the Vice-Chancellor, *ex officio* Chairman; and
- (b) two persons having special knowledge of Library Science and Library Administration, not being in the service of the University, to be nominated by the Executive Council.
- (c) The qualification for the post of Librarian and the procedure to be followed at the meeting of the selection committee shall be such as may be prescribed by these Statutes

(6) The selection committee for the selection of Directors, Jt. Directors and Dy. Directors shall comprise of the following:

- (a) The Vice Chancellor (Ex-officio Chairman)
- (b) One Member each of the Executive Council and Academic Council, other than Vice Chancellor
- (c) Three Experts from outside the University, two of them must be from industry
- (d) One Representative of Government of Maharashtra.

11. OTHER FACULTY- PROFESSOR EMERITUS/ EMERITUS FELLOW/ ADJUNCT PROFESSOR / LECTURERS

Major requirements to be fulfilled by this category are as follows:

11.1 PROFESSOR EMERITUS

- Essential:
- (i) Professor retired from the same Institution or from an Institution of similar / higher standing or Industry with research and development centers
 - (ii) Age < 65 years, on the date of consideration.

Desirable: (i) Outstanding contributions to research work, continuing education and / or industrial consultancy as indicated by number of publications or patents in the immediate past five years;

(ii) Keen interest in developing new and emerging areas at the Institution.

The Professor Emeritus may be paid a consolidated honorarium as approved by simple majority by Executive Council either in its meeting or by circular resolution.

11.2 EMERITUS FELLOW

Essential: (i) Professor / Associate Professor retired from the same Institution or from an Institution of similar / higher standing or Industry with research and development centers

(ii) Age < 65 years, on the date of consideration.

Desirable: (i) Outstanding contributions to research work, continuing education and / or industrial consultancy as indicated by number of publications or patents in the immediate past five years;

(ii) Keen interest in developing new and emerging areas at the Institution

(iii) Keen interest in launching new courses and / or preparing learning materials in new and emerging areas.

The Emeritus Fellow may be paid a consolidated honorarium as approved by simple majority by Executive Council either in its meeting or by circular resolution

11.3 ADJUNCT PROFESSOR

Essential: (i) Senior Executive /Manager /Scientist from industry or R & D Laboratories with a minimum industrial / research experience of 5 years

(ii) Age < 65 years, on the date of consideration.

Desirable: (i) Experience in human resource development, project guidance and/or developmental activities

(ii) Keen interest in teaching, research and academic functions.

11.3.1 The University and affiliated colleges shall follow the procedure prescribed by AICTE for appointment of Adjunct Professors. The appointment of the adjunct faculty shall be not given for a term of more than three years, extendable only on satisfactory performance and feedback from students. The appointment of an Adjunct faculty can be terminated by giving a notice of three months on unsatisfactory performance of the adjunct faculty members.

11.3.2 The adjunct professor shall be paid an honorarium as approved by simple majority by Executive Council either in its meeting or by circular resolution

11.4 LECTURES

- 11.4.1. The University may appointment M. Tech. postgraduates with GATE score/ NET qualification and PhD without any post-doc experience in teaching or industry as Lecturers on ad-hoc basis for a period of not exceeding two years, provided the candidates show keen interest in teaching, research, human resources development and innovation.
- 11.4.2. The Lecturer may be paid a consolidated salary as approved by simple majority by Executive Council either in its meeting or by circular resolution. Under no conditions, the salary shall exceed UGC/NET Senior Research Fellowship or Post-Doctoral Fellowship as prescribed by AICTE/ UGC.
- 11.4.3. The candidates so appointed a Lectures on ad-hoc basis shall have no claim for appointments on the vacant positions in the University. However, their experience in the University or affiliated colleges shall be considered in the direct recruitment.
- 11.4.4 The total number of Lectures shall not exceed the total vacant positions of the sanctioned positions in the University Departments/ Affiliated colleges/ Recognize Institutions.

12. ESTABLISHMENT OF DEPARTMENTS/ SCHOOLS OF TEACHING IN UNIVERSITY, AFFILIATED COLLEGES AND CONDUCTED INSTITUTIONS

- (1) On the recommendation of Planning and Evaluation Board or Academic Council through the former, the Executive Council shall consider the need of establishing a new Department. The Executive Council shall in consultation with the Planning and Evaluation Board provide or raise funds for the maintenance of the Department.
- (2) The following University Departments/Schools shall be established and maintained by the University:
- I) Under the Faculty of Engineering and Technology
 - a) Department of Chemical Engineering
 - b) Department of Civil Engineering
 - c) Department of Computer Engineering
 - d) Department of Electrical Engineering
 - e) Department of Electronics and Telecommunication Engineering
 - f) Department of Information Technology
 - g) Department of Mechanical Engineering
 - h) Department of Petrochemical Engineering
 - k) Department of Polymer engineering
 - l) School of Interdisciplinary Technology Development
 - II) Under the Faculty of Management Studies:
 - a) School of Hotel Management and Catering Technology
 - b) School of Business Management
 - III) Under the faculty of Sciences and Humanities:

- a) School of Interdisciplinary Sciences
 - b) Department of Physics
 - c) Department of Chemistry
 - d) Department of Mathematics
 - e) Department of Humanities
 - f) School of Earth Science and Marine Science
- IV) Under of Faculty of Architecture
- a) School of Architecture
- V) Under faculty of Pharmacy
- a) School of Health Sciences
- (3) The following Conducted Institution under the Faculty of Engineering and Technology shall be maintained by the University.
- (a) The Institute of Petrochemical Engineering
- (4) Each affiliated college and conducted Institution shall establish a Department for each discipline of the faculty if the College/ Institution is conducting the course in that discipline.
- (5) There shall be a Head of the Department or Center or School for each of the Department/ Center/ School in the University/ Affiliated colleges/ conducted Institute.
- (6) The Head of the University Department shall be appointed by the Vice-Chancellor from amongst the Professors of the Department as per the seniority and other criteria as formulated by the Executive Council
- Provided that if there is no Professor in the Department or there is only one Professor in the Department whose term as Head of the Department is ending, the Vice-Chancellor may appoint an Assistant/Associate Professor as Head of the Department.
- (i) The term of the Head of the Department shall normally be 3 years and s/he shall be eligible for reappointment.
 - (ii) The powers and functions of the Head of the Department shall be prescribed by Rules of the Institute.
 - (iii) The Head of the Department in affiliated college shall be appointed by the Chairman of the managing body of the college from amongst the Professors of the Department.
- Provided that if there is no Professor in the Department or there is only one Professor in the Department whose term as Head of the Department is ending, the Chairman may appoint an Assistant/Associate Professor as Head of the Department. However, the college will strive to get a Professor for the college.
- (7) The University/College/ Institution may establish a Center or School in specialized area for advanced research and technology Development. The Head of such Center or school with at least 50 faculty members shall be called 'Director' of the Center or School.

- (b) The Director of such School or Center should be having qualifications and experience the same as principal of a college.
- (8) There shall be a Departmental Committee for each Department/center consisting of all Departmental faculty:
- (1) Head of the Department shall be the chairman of the Committee
 - (2) Head of the Department shall nominate one of the members of the Committee as its Member Secretary
 - (3) The Departmental Committee shall be responsible for –
 - a) Smooth working of the Department.
 - b) Preparation of academic calendar of the Department which shall include the terminal examination and other tests, if any, to be conducted during the academic year.
 - c) Preparation of theory and/or practical time table.
 - d) Students' Welfare, including cultural and sports activities.
 - e) Discipline amongst the students of the Department
 - g) Preparing documents for NBA, NAAC accreditations
 - h) Review of syllabus, Revision and upgradation of syllabus
 - j) Interaction with Industry
 - k) Interaction with Alumni, preparation of their database
 - l) Preparation of Development plan of the Department
 - m) Implementation of Action Plan
 - n) Upgradation and Development of infrastructure
 - o) Training and placement of students
 - p) Training of Staff members of the Department
 - q) Planning research activities of the Department
 - r) Preparing development proposals for UGC, AICTE, RUSA, DST, etc. and Annual Report for the Department
 - s) Maintaining and upgradation of facilities of the Department
 - t) Maintaining data of the Departmental Students, faculty and non-teaching staff, departmental activities
 - (4) The Departmental Committee shall constitute Sub-Committees, required for smooth working of the Department.

Provided that, the Departmental Committee, while constituting sub-Committees, shall see that all the teachers working in the Department get due participation in such Committees.
 - (5) The Departmental Committee shall prepare the Annual Financial Estimates and submit the same to Finance Department of the University.

- (6) The Departmental Committee shall allocate the budgetary provisions of Laboratory, Library, etc. to the various sections as per their requirements.
- (7) There shall be not less than four Departmental Committee meetings in an academic year.
- (8) The Chairman shall send the minutes of each meeting to the Registrar/Principal for his information.

13. COMMITTEES OF UNIVERSITY

13.1 Library Committee

- (1) There shall be a library committee for administering, organizing and maintaining the library of the University consisting of —
- (a) the Vice-Chancellor, *ex officio* Chairman or Director-Academics in his absence;
 - (b) three Heads of schools, nominated by the Vice-Chancellor;
 - (c) three Heads of University departments, nominated by the Vice-Chancellor
 - (d) two teachers, nominated by the Executive Council;
 - (e) the Registrar; and
 - (f) the Librarian, *ex officio* Secretary.
- i. All members of the committee, other than *ex officio* members, shall hold office for a period of three years.
 - ii. The powers and duties of the committee and the procedure at its meeting shall be such as may be prescribed

13.2 Purchase and Sales Committee

- 14.2.1. (a) There shall be a Purchase and Sales Committee for dealing with all matters relating to all purchases and sales of the university, in respect of such items where individual cost of each item exceeds rupees 25 lacs.
- (b) The Committee shall consists of the following members, namely :
- i) the Vice-Chancellor; Chairman or Director-Administration in his absence
 - ii) The Chief Finance and Accounts Officer
 - iii) three Heads of the Departments nominated by the Vice-Chancellor;
 - iiii) two members of Executive Council nominated by the Vice-Chancellor;
 - iv) the Registrar;
 - v) the Finance Officer.
- (c)The Finance Officer shall act as the Member Secretary.
- (d)The Committee shall invite the Head of the Department and Principal Investigator for whom the purchase is to be made.
- (e)All members of the committee other than *ex-officio* members, shall hold the office for a period of three years.
- (f) There will be separate Purchase committee for each Autonomous Institute/ Department / affiliated College of the University.

13.2.2. (a) The Purchase and Sales Committee shall constitute a sub-committee for the purpose of the sales of the items like old vehicles, grass, used answer papers, old machinery/equipments etc.

The sub-committee shall consist of

- i) Director-Administration;
- ii) Two members of Purchase Committee nominated by the Vice-Chancellor
- iii) Finance Officer - Member Secretary.

(b) The sub-committee after scrutinizing the proposal shall invite the tenders for sale of the articles mentioned in (a). After receipt of the tenders, the Finance Officer shall open the tenders, prepare the comparative statement and place before the sub-committee.

(c) The sub-committee may invite only the eligible highest tenderer for negotiation to take the decision.

(d) The decision of the Sub-Committee shall be placed before the Purchase Committee for its approval.

13.2.3 The powers and duties of the Purchase and Sales Committee and the procedure for its meetings shall be as under:

- a) The Committee shall meet as and when convened by the Chairman.
- b) Any casual vacancy caused by death, resignation or any other reason shall be filled up by nomination by the Vice-Chancellor/Executive Council, as the case may be. A member so nominated shall hold the office for the remaining period of the term of the office of the original member in whose place he is nominated.
- c) The Committee may, if necessary, suggest the name(s) of the Technical expert(s) to scrutinize the purchases and or sales which are of technical nature.

13.2.4 The proceedings of the Purchase Committee shall be final subject to approval of the Executive Council.

13.4 Grievance Committee

(1) There shall be a Grievance Committee to deal with grievances of the teaching and non-teaching employees of the university, affiliated colleges and conducted Institutes and to hear and settle grievances as far as may be practicable within 45 days and the Committee shall make a report to the Executive Council.

(2) It shall be lawful for the grievance committee to entertain and consider grievances or complaints of the teaching and non-teaching employees and report to the Executive Council to take such a decision as it deems fit and decisions of the Executive Council shall be final.

(3) The Grievances Committee shall consist of the following members :

- i. A Chancellor's nominee on the Executive Council- Chairman;
- ii. One retired judge not below the rank of District Judge nominated by the Vice-Chancellor;
- iii. One person who is renowned advocate nominated by the Vice-Chancellor;
- iv. The Registrar shall be Secretary but shall have no voting right.

- (4) The Grievance Committee shall entertain and hear the grievances or complaints of the teachers and other employees working in the university, affiliated colleges and conducted Institute.
- (5) The Grievance Committee shall entertain the complaints or grievances only from individuals and no collective complaints shall be entertained.
- (6) The complainant shall have to submit his grievance in the prescribed form alongwith the prescribed fees, which shall be decided by Executive Council, from time to time.
- (7) Every complainant shall submit his complaint in five copies (one original and four attested copies). The complainant shall forward his complaint to the University Office through the Registrar, Principal of the affiliated colleges or Conducted Institute, as the case may be. The complainant may forward one advance copy directly to the University in addition to the five copies.
- (8) It shall be the responsibility of the Registrar/Principal of the affiliated colleges or Conducted Institute, to forward the complaint of the complainant to the concerned University Office along with his say within eight days from the date of receipt of the complaint. Failure to forward the complaint along with his say within this time limit shall be treated as a failure of his duties and responsibilities as per relevant Statutes.
- (9) The complainant shall attach attested original copies of all such documents, which he deems necessary to support his complaint.
- (10) Every complaint which is received and numbered in the office shall be first registered and scrutinized by the Officer in-charge of the concerned Section and then shall be placed before the Grievance Committee as expeditiously as possible, but not later than 21 days.
- (11) Every complainant and the respondent shall personally remain present before the Grievance Committee at their own cost.
- (12) The Grievance Committee shall entertain and consider complaints like :
 - a. Placement in respective scales and designations, removal of a teacher from Headship without the prior approval of the Executive Council, not forwarding applications for orientation/refresher courses;
 - b. Not permitting the teacher to attend such courses;
 - c. Refusing muster;
 - d. Sexual harassment, of a lady employee or lady student at the work place in the form of indecent language, gestures, psychological pressure, stalking, cyberstalking, etc.;
 - e. Seniority of the employee in relevant cadre and placement in respective scale under time scale.
 - f. Leave without pay, refusing to acknowledge letters and similar other minor complaints shall be decided at the administrative level in the University;
- (13) The sub-committee consisting of two members of the Grievance Committee shall, after due scrutiny of the complaint, decide whether a given complaint can be placed before the Grievance Committee, and record its reasons for its decisions subject to the scrutiny and approval of the Grievance Committee whenever necessary.
- (14) The Grievance Committee shall entertain the complaint and direct both the parties to remain present before the Grievance Committee. If both the parties are absent without any valid reasons, then the complaint shall stand dismissed. If one of the parties remains present, the

- Grievance Committee shall take ex-party decision and this decision, after approval of the Executive Council, shall be binding on both the parties.
- (15) The complaint once dismissed shall not be entertained again, unless the Grievance Committee decides to reopen the case.
 - (16) Notwithstanding anything contained in these Statutes, the Petitioner and the Respondent shall personally remain present before the Grievance Committee for hearing. However, they shall not be allowed to send any representative or engage advocate to plead their cases before the Grievance Committee.
 - (17) The Grievance Committee shall hear the grievance of the complainant. While doing so, full opportunity of being heard will be given to both the parties. After hearing both the parties, the Grievance Committee shall take its decision and recommend the same to the Executive Council for its approval, the decision of the Executive Council shall be final and binding on both the parties. However, in exceptional cases, and in the interest of justice, the Executive Council may give hearing to the individual concerned, to explain his grievance personally in its meeting.

13.4 Standing Committee on Administration (SCA)

There shall be a Standing Committee on Administration constituted by the Executive Council to advice and recommend on various administrative reforms. The Committee shall have the following members:

1	Director-Administration	- Chairperson
2.	Joint Director- Higher and Technical Education	- Member
3	Two distinguished Industry Persons	- Members
4	Senior most Professor of University	- Member
5	Deans	- Member
6	One Director of Regional Center- (by rotation)	- Members
	One Jt. Director of Sub-regional Center(by rotation)	- Member
7	Registrar	- Member Secretary

13.4.1 Powers and functions of SCA

- a) To recommend about polices to be adopted by theUniversity with a view to have effective and efficient utilization of available man power.
- b) To formulate, lay down guidelines, policies ensuring healthy and harmonious employee relations.
- c) To consider representations from the association of employees concerning common issues.
- d) To recommend appropriate measures for providing cordial and peaceful working environment.
- e) To suggest appropriate remedies for resolution of dispute related to service conditions.
- f) To make efforts to resolve disputes related to service conditions of the employees of the institute,

- g) To recommend about career progression and improvements in service conditions of employees.

The recommendations of the SCA may be acted upon by the Vice-Chancellor in consultation with the Executive Council, if necessary.

13. Buildings and Works Committee

(1) There shall be Buildings and Works Committee consisting of the following members

- i) The Vice-Chancellor : Chairman or Director- Administration in his absence;
- ii) The Chancellor's Nominee on the Executive Council;
- iii) Nominee of the Executive Council
- iv) Superintending Engineer of the Public Works Department in-Charge of the territorial circle in which the University is located;
- v) Executive Engineer of the Public Works Department In-Charge of the territorial circle in which the University is located;
- vi) One eminent Engineer from the Private sector nominated by the Chancellor;
- vii) One eminent Architect from the private sector nominated by the Chancellor;
- viii) The Registrar;
- ix) The Chief Finance and Accounts Officer or Finance Officer;
- x) University Engineer, Member Secretary.

(2)a) The term of the office of the members other than ex-officio members shall be three years. If any vacancy occurs in the office of a member at Sr. Nos. (ii), (iii), (vi) and (vii) it shall be filled in by the Chancellor or the Executive Council, as the case may be, by nomination. The term of such nominated member shall be for the remaining period of the term of office of the original members, in whose place the new member has been nominated.

b) No person, except those who are members of the Committee by virtue of the office, shall be nominated as member for more than one term i.e. three years.

(3)a) The Committee shall meet as often as necessary under the direction of the Vice-Chancellor and accordingly the Member Secretary shall convene a meeting.

b) The quorum to constitute the meeting of the committee shall be

- i) The Vice-Chancellor or Director-Administration in his absence;
- ii) The Chancellor's Nominee or the member of the Executive Council;
- iii) Superintending Engineer or Executive Engineer of the Public Works Department in- Charge of the territorial circle in which the University is located;
- iv) The Eminent Engineer or the Architect nominated by the Executive Council.

c) If there is no quorum, the meeting of Buildings and Works Committee shall be adjourned by the Chairman to a specific time on the same day or on later day and no quorum shall be necessary for this adjourned meeting.

- d) The notice convening a meeting shall be sent to the members by the Member Secretary at least ten days in advance of the meeting together with the agenda papers for the meeting, provided that, a special meeting of the committee may be called at a shorter notice, if deemed necessary, by the Chairman.
- e) The agenda for the meetings shall be subject to the approval of the Chairman. The agenda and all relevant papers concerning the agenda shall be sent to the member along with the notice for the meeting. For an adjourned meeting it will not be necessary again to send the agenda to the members.
- f) After the meeting, the minutes shall be drawn by the Member Secretary who shall get them approved from the Chairman. The recommendations of the Buildings and Works Committee shall be placed before the Executive Council for its approval.

(4) All the works of the University shall be carried out by the university and are classified as below:

- a) Maintenance Works: These works shall include routine maintenance works and repairs regardless of the total cost to be incurred for their execution.
- b) Minor Works: These shall include all original works, special repair works involving additions and alteration to the existing structure, with an estimated cost Rs. Twenty-five lakhs or less.
- c) Major Works: These shall include original works and special repair works and involving structural additions and alterations with an estimated cost exceeding Rs. Twenty-five lakhs.

(5) a) Maintenance Works :

The University Engineer, shall be responsible for preparation of plans and estimates for these works and as also for their execution and supervision under the guidance of the Buildings and Works Committee.

b) Minor Works :

1. These works shall be executed by the University. The University Engineer, under the directions of the Buildings and Works Committee, shall get prepared the plans and estimates for such works either through his own staff or where necessary with the help of a Consulting Architect/Structural Engineer chosen from the panel of Architect/Structural Engineers, as approved by the Executive Council.

2. The selection of the Architect for a particular job shall be made by the Buildings and Works Committee.

3. The University Engineer, shall be responsible for execution and supervision of these works under the guidance of the Buildings and Works Committee

c) Major Works :

(1) Preparation of Block Estimates :

The block estimates of all original Works shall be prepared by the University Engineer, and shall be placed before the Building and Works Committee. The

Buildings and Works Committee shall recommend the estimated cost of a work to the Executive Council for its approval.

- (2) a) The University Engineer under the directions of the Buildings and Works Committee shall prepare the plans and estimates of such works through his staff or whenever necessary with the help of consulting Architect/Structural Engineer chosen from the panel prepared by the Buildings and Works Committee and approved by the Executive Council, provided that, the final selection of the Consulting Architect/Structural Engineer shall be made by the Buildings and Works Committee.
 - b) These works shall be executed by the University under direct supervision of the Buildings and Works Committee through the Architect and R.C.C. Consultants, appointed by the University. The approval to the detailed plans and estimates by the Buildings and Works Committee, submission of the detailed plans to the concerned Municipal Council authority for its approval and obtaining of the commencement certificate, occupation certificate and completion certificate, shall be carried out by the Architects as per the procedures of the University and concerned Municipal Council authority under the overall supervision of the University Engineer.
 - c) The University shall have an appropriate technical organization to execute the works to be undertaken by the University. The composition of such technical organization shall be determined by the University in consultation with the Buildings and Works Committee.
 - d) The University may avail of the services of the Quality Control Organization of the Public Works Department/ approved quality control laboratories to inspect the quality of the material used for University works on payment of stipulated charges and to check the quality and structural safety of the works under construction.
 - e) In case of works of special nature requiring particular expertise, pre-qualification of contractors shall be made by the Buildings and Works Committee.
- (6) The Buildings and Works Committee shall perform following duties and responsibilities:
- 1) The Committee under the direction and overall supervision of the Executive Council, shall be responsible for the execution of all types of works including works to be executed through the agency of Public Works Department. The Committee shall be competent to accord administrative approval and financial sanction, to maintenance works subject to availability of funds provided in the budget.
 - 2) The Committee shall recommend and obtain the Executive Council's administrative approval and sanction expenditure in respect of all the works other than maintenance works to be undertaken by the University.
 - 3) The Committee shall recommend to the Finance Committee, a Programme of Works to be executed in the ensuing year. This programme will separately specify (a) Maintenance Works, (b) Works to be executed by the University, and On the basis of the Committee's recommendations and subject to the final approval of the Executive Council, a lump sum provision will be made in the annual budget for maintenance

works. In respect of works to be executed by the University, specific provision will be made for each work in the budget.

- 4) After getting the approval of the Executive Council, the University Engineer shall prepare the detail plan, drawings, estimates of the work and place before the Buildings and Works Committee for its approval.
- 5) The Committee shall prepare a panel of at least five Architects and five R.C.C. Consultants of proven experience and merit for the University Works. Such panel will be subject to approval of the Executive Council.
- 6) Buildings and Works Committee shall—
 - (a) maintain a separate list of contractors on the basis of their technical experience and financial capability for execution of works concerned;
 - (b) be responsible for getting technical scrutiny carried out as may be considered necessary by it;
 - (c) be responsible, after careful scrutiny, for the acceptance of tenders received for works concerned and in case where it proposes to assign a work to a contractor whose tender is not the lowest, it will record its reasons in writing and recommend the same to the Executive Council;
 - (d) exercise general supervision over the work of engineering staff of the University and in particular ensure that essential records and data like the register of the University's properties and the works' register etc., are maintained upto date. Likewise, it shall ensure that the rejected tenders are retained for a period of three years, unless they are to be required for a longer period for any specific purpose, such as court case, departmental inquiry, etc. It shall ensure that the University Engineer/Architects certifies the completion of works in accordance with the final design, in respect of concerned works;
 - (e) if necessary, associate the consulting Architects, where appointed with its deliberation for the works concerned.

(7)The Buildings and Works Committee shall have the power to:

- (a) Accord necessary administrative approval and financial sanction for maintenance works subject to availability of funds in the budget for such works. The administrative approval and financial sanction for minor works and major works shall be accorded by the Executive Council after such proposals are recommended by Buildings and Works Committee.
- (b) Settle rates not covered by tender and settle claims and dispute with the contractors in respect of maintenance works and works to be undertaken by the University.
- (c) In respect of maintenance and works to be undertaken by the University, the Chairman of the Buildings and Works Committee shall have the powers to sanction the payment of running account bills of a work, subject to such a bill having been examined by the Architects, where appointed and certified as 'fit for Payment' by the University Engineer.

- (d) In respect of maintenance works and other works to be undertaken by the University, the Chairman of the Buildings and Works Committee shall have the power to sanction payment of final bills if the overall deviation in the bills is within the sanctioned estimates or if it does not exceed or recede by 10% of the sanction. In case the amount of the final bills exceeds or recedes by 10% of the sanction, the Chairman of the Committee shall have the powers to release 90% part payment of the balance payment due against the tender items. The remaining 10% of the payment so deducted against the tender items along with the excesses and extras shall be released only after the approval of the Buildings and Works Committee.
 - (e) The Committee shall have the powers to extend the contract period on the recommendation of the University Engineer in case of maintenance works and the Architects in case of the works to be undertaken by the University. Pending the sanction of extension of contract period by the Committee, the Chairman of the Committee shall have the powers to release 90% part payment of the remaining due against the tender items and the remaining 10% so deducted against the tender items shall be released after the approval of the Buildings and Works Committee.
 - (f) In case of the works executed by the University under its supervision, the committee shall have the powers to settle and recommend to the Executive Council the escalation of rates over and above the tender rates as per norms adopted by the Public Works Department, thereupon modify the estimates earlier approved by them.
- (8)
- 1) The Buildings and Works Committee shall constitute a sub-committee to open the Tenders. The sub-committee shall consist of :
 - i) Vice-chancellor – Chairman or Director-Administration in his absence;
 - ii) Two members of the Buildings and Works Committee nominated by the Vice-Chancellor;
 - iii) Finance Officer;
 - iv) University Engineer;
 - 2) The Sub-committee, in presence of all Contractors, shall open the sealed tenders. Each member of the Sub-committee shall sign the tender papers.
 - 3) University Engineer, shall prepare the comparative statement showing name of the contractor, amount quoted by each contractor, conditions if any, quoted by the contractor(s).
 - 4) The comparative statement so prepared and signed by the members, shall, then be placed before the Buildings and Works Committee for its approval.
- (9)
- 1) The Buildings and Works Committee shall constitute the technical committee which shall consist of following members:
 - i) Three members nominated by the Executive Council on the Buildings and Works Committee;
 - ii) Superintending or Executive Engineer of Public Works Department;

- iii) University Engineer.
- 2) The technical committee shall—
 - i) scrutinize the proposal(s) prepared by the University Engineer;
 - ii) make the scrutiny of the R.A. Bills, final Bills, etc. prepared by the University Engineer;
 - iii) periodically inspect the progress of the building and report to the Buildings and Works Committee;
 - iv) advice the Buildings and Works Committee on any technical matter;
 - v) advice the Buildings and Works Committee as regards to the extension in time limit of the project; sanction of extra items which are not included in the original estimates, escalation in the cost of building;
 - vi) check the quality of the various material used for the project;
- vii) perform such other duties as may be assigned to it by the Buildings and Works Committee, from time to time.

13.6 Students' Council

- (1) For purpose of this statute 'Class' means a body of the students undergoing a course of instructions leading to a University Examination in a faculty e.g. Classes in the faculties of Engineering & Technology shall be as under: F. E., S. E., T. E. and B. Tech., M.Tech. etc.
- (2) The Dean(Student/staff welfare & alumni relations) shall nominate one student from a group of top five students from Third year class of each discipline of undergraduates and second year of post graduates of the University, on the Students Council, who have secured highest number of marks in the university examination in the preceding year.
TheDean (Student/staff welfare & alumni relations) shall also nominate one student in each discipline from nominations of all affiliated colleges and conducted Institutes.
- (3)TheDean (Student/staff welfare & alumni relations)shall nominate other students from University, affiliated colleges and conducted Institutes, one each from the activities namely;
 - i) Sports;
 - ii) National Service Scheme
 - iii) Adult Education;
 - iv) National Cadet Corps;
 - v) Research activities leading the M. Tech or Ph.D.
- (4) on the Students' Council, on the basis of outstanding performance shown by them, in the respective activities in the preceding year in the manner given below:
 - (i) Sports:
 - i) the student in a Team or an individual item must have secured first/second/third position at least once in either Inter-University sports/tournaments sponsored by the University or Association of Indian Universities or by the State/Central Government authorities where higher weightage be given to higher level achievements.

ii) National Service Scheme:

the student must have participated at least for two years in the National Service Scheme Program and must have attended minimum 120 hours of work in the year, and also attended at least one NSS camp of 10 days duration, and/or

iii) Adult Education:

the student must have attended minimum 300 hours of work in two years in the Adult literacy programme conducted by University/Government making at least five illiterate persons literate in two years.

iv) National Cadet Corps :

the student must have undergone NCC training in Sr. Division at least for two years and attended 75% of the NCC parades and must have attended one NCC annual training camp. Preference shall be given to the student who has passed NCC 'B'/ 'C' certificate and participated in Republic Day Parade, where higher weightage shall be given to higher level achievements.

iv) A Student who are registered for M. Tech/Ph.D. and has shown academic merit in terms of publication in cited journals.

(5) the student in order to become eligible for nomination on the Students' Council to represent the five activities mentioned above shall produce certificates in original from the competent authorities.

(6) The Dean (Student/staff welfare & alumni relations) shall nominate two lady students on the Students' Council on the basis of their overall performance in various items covering —

- i) academic merit in the preceding year,
- ii) participation in National Service Scheme and Adult Education,
- iii) participation in National Cadet Corps,
- iv) cultural activities, and
- v) sports.

(7)a) The student in order to become eligible for nomination on the Students' Council must fulfil the following conditions as follows :

- i) He should not be a repeater student,
 - ii) He should not be an ATKT student, and
- b) The student in order to become eligible for nomination on the Students' Council under all categories, shall produce original mark-sheet of the examination passed by him in the immediately preceding year.

(8) The Dean (Student/staff welfare & alumni relations) shall nominate, one faculty Member each on the basis of his interest and experience in the students' welfare activities, one Sr. Division NCC Officer, one NSS Programme Officer, and one Associate Dean for Sports and Physical Education, if any, on the Students' Council.

- (9) The student shall cease to be a member of the Students' Council if he fails to appear and pass at the next University Examination for which he was enrolled when he became member. If such a vacancy occurs during the session, it shall not be filled up.
- (10) If the student, nominated by the Dean (Student/staff welfare & alumni relations) on the Students' Council shall submit his application to the Dean (Student/staff welfare & alumni relations) informing him about his inability to be a member of the Students' Council under his signature duly attested by a teacher of the University within 24 hours of the declaration of his nomination, shall cease to be a member of the Students' Council from that date. However, in such a case, the post shall remain vacant for the year and shall not be filled up in any case.
- (11) The selection of the President, Secretary and Cultural and Sport Secretary of the Students' Council, shall be made by the Committee of the nominated faculty members for the activities of the students on the council at a meeting to be convened by the Dean as soon as possible after the declaration of the formation of the Students' Council

13.7 BOARD OF SPORTS AND PHYSICAL EDUCATION

- (1) The objects of the Board are :
1. To promote, organize and control the sports, games and physical culture in the University area;
 2. To inculcate and enhance the spirit of true sportsmanship;
 3. To undertake and conduct University and Inter-University and such other types of sports and tournaments.
- (2) The University Board of Sports and Physical Culture shall consist of the following :
- i) Two members of the Executive Council nominated by the Executive Council, one of them will be chairman of the Board.
 - ii) Two experts in the field of sports and physical culture nominated by the Vice-Chancellor;
 - iv) The Associate Dean of Students' Welfare;
 - v) The Registrar;
 - vii) The Associate Dean of Sports shall be the Member Secretary;
- The term of office of the nominated members shall be five years. They will however, be eligible for re-nomination.
- (3) 1. The Board of Sports and Physical education shall meet at least twice in a year and may meet as often as required, if necessary.
2. The meeting of the Board will be convened by the Associate Dean of Sports in consultation with the Chairman of the Board.

3. Seven days notice shall ordinarily be required to be given for the meetings of the Board.
4. Five members shall constitute the quorum.
5. A meeting adjourned for want of a quorum may be held after half an hour of the scheduled meeting. No quorum shall be necessary for the adjourned meeting.

(4) The powers and functions of the Board shall be :

1. To frame rules for the control and conduct of various sports, games and tournaments;
2. To plan and prepare programs under the N.S.O.
3. To prepare and present to the Executive Council the Annual Budget of the Board of Sports and Physical Culture and the N.S.O.
4. To allot funds to various Committees and sub-committees.
5. To make arrangements for the purchase of materials and other necessary equipment, to secure grounds and other appendages in order to ensure the proper discharge of its functions and for the fulfillment of its objectives.
6. To organize coaching camps with a view to raise the standards of sports in general and increase the capacities of sportsmen in particular.
7. To decide in which games, sports and tournaments the University should participate in the Inter University tournaments.
8. To select players for the various teams for participation in Inter- University tournament.
9. To appoint whenever necessary committees and Sub-Committees.
10. To organize and conduct University and Inter-University sports and meets.
11. To incur expenditure within the frame-work of the sanctioned budget.
12. To institute and receive Prizes and Trophies and to receive donations for the purpose.
13. To settle disputes referred to it. Provided that, an appeal shall lie to the Executive Council in respect of the interpretation of the rules, regulations (bye laws); respect of Sports. The decision of the Executive Council shall be final.
14. The University shall collect such amount, which will be decided by the Executive Council, from time to time, per year per student borne on the rolls of the University as on the 1st day of August of the year concerned for the purpose of organization of sports.
15. Generally, to do everything except financial commitments, for the promotion of sports and physical culture within the University and to advise the University in all matters pertaining to sports and physical education.
16. To nominate if necessary, Secretary for the Board.

17. To nominate team Managers, Selection Committees and Coaches for the teams which are participating in the Inter-University tournaments.

13.8 NATIONAL SERVICE SCHEME. AND NATINAL CADET CORPS BOARD

- (1) The University Board of N.S.S. and N.C.C. shall consist of :
- i) The Vice-Chancellor- Chairman or Director-Administration in his absence;
 - ii) The Head of N.S.S. Unit, Tata Institute of Social Sciences, Mumbai;
 - iii) Six members nominated by the Vice-Chancellor—two from amongst the members of the Board of Sports and Physical education, one from the Board of Extra-Mural Studies, one expert on N.C.C. and two members of the Executive Council;
 - iv) The Associate Dean of Students' Welfare - Secretary.
- (2) Members of the Board other than Ex-officio members, shall hold office for three years. Any casual vacancy caused by death, resignation or member ceasing to hold a particular designation, by virtue of which he became a member shall be filled up by the Executive Council by nomination. A member so nominated shall hold office for the unexpired part of the term of office of the original member whose place he occupies.
- (3) The Board shall meet ordinarily once in six months and at other times whenever convened by the Chairman. Five members shall form the quorum of a meeting of the Board.
- If there is no quorum at the commencement of the scheduled meeting, the adjournment should be recorded by the Registrar or his representative under the signature of the Chairman and the adjourned meeting shall be held after half an hour. No quorum shall be necessary in the case of a meeting adjourned for want of a quorum.
- (4) The Vice-Chancellor shall preside over the meetings of the Board and in his absence, the one of the EC member on the Board shall preside. In the absence of both, those present shall elect the Chairman for the meeting from amongst themselves.
- (5) The functions of the Board shall be :
- a) to plan and prepare programme under NSS and NCC and circulate them to the students;
 - b) to supervise, guide and control the various schemes undertaken;
 - c) to evaluate the work done under these schemes and to submit a report to the Executive Council for its consideration;
 - d) to prepare budget and to finalize the disbursement of the amount received as grants to the NSS and NCC schemes;
 - e) to organize various types of camps at the University level;
 - g) to select teachers and senior students for training for the implementation of various activities under NSS and NCC;
 - h) to make available Government experts in various schemes undertaken; and
 - i) any other matter referred to it by the Executive Council.

14. ADMISSIONS AND FEES STRUCTURE

- a) Admission to the University shall be governed by the guidelines / Regulations framed by the Government of Maharashtra in this behalf from time to time.
- b) Admission of Non-Resident Indians (NRI) / Persons of Indian Origin (PIO) / Foreign Students to the University shall be governed by the guidelines / Regulations framed by the AICTE, Government of Maharashtra and the Central Government in this behalf from time to time.
- c) The University shall preserve the records of admission at least for five years.
- d) The fee structure for various programs of study in the University shall also be fixed in accordance with the Fee Regulations framed by the State Government or by the Commission in this behalf from time to time.
- e) The fee structure shall be displayed in the handbook and on the Institution's website

15. CLASSIFICATION OF MEMBERS OF THE STAFF OF THE UNIVERSITY

Except in the case of employees paid from contingencies, the members of the staff of the University shall normally be classified as:

- a) Academic, which term shall include Vice-Chancellor, Professor, Associate Professor, Assistant Professor, Scientific Officer, Scientist, Librarian, Deputy Librarian and such other academic Posts as may be decided by the Government of Maharashtra.
- b) Technical which term shall include Safety Officer, Supervisor, Mechanic, Horticultural Assistant, Technical Assistant, Draftsman, Physical Training Instructor, Laboratory Assistant, Library Assistant and such other technical posts as may be decided by the Government of Maharashtra.
- c) Administrative and others, which term shall include Registrar, Dy. Registrar, Assistant Registrar, Accounts officer, Finance Officer, Stores Superintendent, Estate Officer, Medical Officer, and other Medical Staff, Chief Stores Keeper, Office Superintendent and such other administrative and other staff as may be decided by the Board.

16. APPOINTMENT OF DISTINGUISHED, ENDOWMENT AND CHAIR PROFESSORS

The terms and conditions of these appointments shall be as specified in the respective MoU between the concerned donor and the University. In case of Chairs established by the University, the terms and conditions shall be as decided by the Executive Council on case to case basis.

17. REGISTRATION OF GRADUATES

- (1) The following persons shall be entitled to have their names entered in the register of registered graduates or deemed to be registered graduates, maintained by the University, namely:

- i) Who are graduates of the University;
- ii) Who are graduates in the faculties of Engineering and Technology and Management of the universities established as specified in Part-I of the Schedule of the Maharashtra Universities Act, 1994.

Provided that, a person who -

- a) is of unsound mind and stands so declared by a competent court;
- b) is an undischarged insolvent;
- c) is a registered graduate of any other university established by law in the State of Maharashtra

shall not be qualified to have his name entered in the register of graduates, or be a registered graduate.

- (2) The names of all graduates of the University shall be entered in the registers of Registered Graduates of different faculties prescribed by the University only after the degrees have been duly conferred on them.
- (3) The fees for registration of a graduate shall be as decided by the University, from time to time.
- (4) Every person who intends to be Registered Graduate of the University, shall submit an application to the Registrar in the prescribed form and pay the fees as decided by the University from time to time. He shall clearly specify in the application the Faculty in which he desires to be registered for the purpose of registration in the Register of Registered Graduates.
- (5) The Vice-Chancellor shall, after making such inquiry as he thinks fit, decide whether the person is entitled to be a registered graduate. If any question arises whether a person is entitled to have his name entered in the register of graduates or be a registered graduate or is not qualified to be a registered graduate, it shall be decided by the Vice-Chancellor after making such inquiry as he thinks fit and his decision shall be final.
- (6) Registered Graduates shall notify to the Registrar every change of their address.
- (7) The Registrar shall revise the register of Registered Graduates after every five years from the date it has been first prepared for the purpose of Registration under the Act.

18. ACCEPTANCE AND MANAGEMENT OF TRUST BEQUESTS, DONATIONS AND ENDOWMENTS

- (1) All offers of bequests, donations and endowments, the management whereof is to be vested in the University, shall be accepted on condition that the annual realization there from shall be subject to a deduction of ten percent thereof and the amount realized by such annual deduction shall be credited to the Endowment Fund of the University at the commencement of every financial year.
- (2) The University shall not accept an endowment, the benefits whereof are sought to be restricted to any caste, creed or community.

Provided that, restrictions pertaining to caste, creed and community shall not apply in the case of an award meant for students belonging to scheduled castes and scheduled tribes and other categories of reservation.

Provided further that, the minimum endowment amount to be deposited with the University, shall be decided by the University authorities, from time to time.

- (4) The Executive Council shall be the Principal Authority to accept all offers of donations and endowments.
- (5) The person or the Institution or the trust who gives the donations and endowments shall be entitled for tax exemption as per the Government of India rules, from time to time.

19. RELATION OF AFFILIATED COLLEGES AND INSTITUTES WITH THE UNIVERSITY

The relations of the Affiliated Colleges and Recognized Institutions with the University shall be as under :

1. the Affiliated Colleges and Recognized Institution shall abide by the prescribed rules regarding minimum educational qualifications and the emoluments of different classes of teachers and non-teaching staff;
2. the appointment of Principals/Directors and teachers made by any Affiliated Colleges and Recognized Institution shall be reported to the Executive Council for its approval;
3. the Affiliated Colleges and recognized Institution shall contribute a required quota of recognized teachers in any subject for teaching on behalf of the University, if and when necessary;
4. the Affiliated Colleges and recognized Institution shall abide by the prescribed rules in respect of libraries, laboratories and equipment for teaching and research and for ensuring co-ordination, if necessary;
5. in the event of University providing necessary facilities to the Affiliated Colleges and Institution with regard to library, laboratory equipment, sports, health, etc., the University may levy contribution and make grants, if any, to them;
6. the Affiliated Colleges and recognized Institution shall abide by the prescribed rules with regard to tutorials and other academic work;
7. the Affiliated Colleges and recognized Institution shall provide all infrastructural facilities for smooth conduct of the University Examinations;
8. the Affiliated Colleges and services of the teachers and non-teaching staff shall be made available by the recognized Institution for the smooth conduct of the University Examination

20. CONVOCATION

- (1) A convocation for conferring Degrees, Diplomas and Certificates shall be held at least once during an academic year on the date to be fixed by the Vice-Chancellor. At such convocation, Dean of each Faculty or in his absence, Head of the University Department shall present the persons who have sought admission to the respective Degrees, Diplomas or Certificates.
- (2) In the meeting preceding to the Convocation, the Academic Council shall recommend the names of persons who are qualified for admission to the Degrees, Diplomas and Certificates to the Executive

Council. The Executive Council shall then consider the question of giving assent to confer Degrees, Diplomas and Certificates at the Convocation, upon the persons duly qualified for the same.

(3) On the recommendations of the Academic Council, the Executive Council shall institute and confer the following Degrees, Diplomas and Certificates at the Convocation

- A) Faculty of Engineering and Technology
 - 1. Doctor of Science (D.Sc.)
 - 2. Doctor of Philosophy (Ph.D.)
 - 3. Master of Technology (M.Tech.)
 - 4. Bachelor of Technology (B.Tech.)
 - 9. Bachelor of Hotel Management and Catering Technology
 - 5. Diploma in Engineering
 - 6. Advanced Diploma
- B) Faculty of Pharmacy
 - 1. Bachelor of Pharmacy (B.Pharm)
 - 2. Master of Pharmacy (M.Pharm)
- C) Faculty of Architecture
 - 1. Bachelor of Architecture (B.Arch)
 - 2. Master of Architecture (M.Arch)
- D) Faculty of Management Studies
 - 1. Master of Business Administration (M.B.A.)
 - 2. Master of Hotel Management and Catering Technology
- E) Faculty of Sciences.
 - 1. Master of Sciences (M.Sc)
 - 2. Ph.D.

21.TERMS AND CONDITIONS OF SERVICE OF PERMANENT EMPLOYEES

Permanent employees of the University shall be governed by the following terms and conditions:

- a) Every appointment shall be subject to the conditions that the appointee is certified as being in sound health and mentally fit for service in India by a medical authority nominated by the EC or Government of Maharashtra.
- b) Subject to the provisions of the Statutes, all appointments to posts under the University shall ordinarily be made on probation for a period of two years after which period the appointee, if confirmed, shall continue to hold his office subject to the provisions of the Statutes, till the end of the month in which s/he attains the age of 60 years in case of academic staff.
Provided also that in no circumstances such member shall be re-employed for any purposes other than those of teaching and guiding the research scholars.
- c) In case of non-academic staff, the age of superannuation shall be as per the rules of the Government.

- d) The appointing authority shall have the power to extend the period of probation of any employee of the University for such periods as may be found necessary, provided that if after the period of probation, the official is not confirmed and his probation is also not formally extended s/he shall be deemed to have continued on a temporary basis and that his services may then be terminable on a month's notice or on payment of a month's salary in lieu thereof.
- e) The permanent staff members of the University shall contribute to provident fund/ pension funds. The conditions will be applicable as decided by the Government of Maharashtra from time to time.
- f) Rules with regard to retirement and voluntary retirement shall be as applicable to the State Government employees.
- g) An employee of the University shall devote his/her whole time to the service of the University and shall not engage directly or indirectly in any trade or business or any other work which may interfere with the proper discharge of his/her duties, but the prohibition herein contained shall not apply to academic work and consultative practice undertaken with the prior permission of the Vice-Chancellor, which may be given subject to such conditions as regards acceptance of remuneration as may be laid down by the Executive Council.
- h) The appointing authority shall have the power to terminate the services of any member of the staff without notice and without any cause assigned during the period of probation.
- i) The appointing authority shall have the powers to terminate the services of any member of the staff by 3 months' notice or on payment of 3 month's salary in lieu thereof, if on medical grounds, certified by a medical authority nominated by the Executive Council or Government of Maharashtra, his/her retention in service is considered undesirable by such appointing authority.
- j) The Executive Council shall have the power to terminate the service of any member of the staff on grounds of retrenchment or economy by giving to the persons concerned six months' notice in writing or on payment of six months' salary in lieu thereof.
- k) An employee of the University may terminate his/her engagement by giving to the appointing authority three months' notice provided that the appointing authority may for sufficient reasons either reduce this period or call upon the employee concerned to continue till the end of the academic session in which the notice is received.
- l) The disciplinary authority may place a member of the staff appointed at the University under suspension -
 - (i) Where a disciplinary proceeding against him/her is contemplated or is pending, or
 - (ii) Where a case against him/her in respect of any criminal offence is under investigation or trial.

Provided that where a member of the staff is detained in custody for a period exceeding forty-eight hours, whether in connection with a criminal offence or under any law for the time being in force providing for preventive detention, such member of the staff shall be deemed to have been placed by the Vice Chancellor under suspension with effect from the date on which s/he was so detained.

- m) During the period of suspension, the member of the staff shall be entitled to the following payments, namely-

1. A subsistence allowance at an amount equal to the leave salary which the staff member would have drawn if s/he had been on leave on half average pay or on half pay and in addition, dearness allowance, if admissible on the basis of such leave salary:
Provided that where the period of suspension exceeds six months, the Vice Chancellor shall be empowered to vary the amount of subsistence allowance for any period subsequent to the period of the first six months as follows:
 - (a) The amount of subsistence allowance may be increased by a suitable amount not exceeding 50% of the subsistence allowance admissible during the period of first six months, if, in opinion of the Vice Chancellor the period of suspension has been prolonged for reasons to be recorded in writing, not directly attributable to the staff member;
 - (b) The amount of subsistence allowance may be reduced by a suitable amount, not exceeding 50% of the subsistence allowance admissible during the period of the first six months, if, in the opinion of the Vice Chancellor the period of suspension has been prolonged due to the staff member;
 - (c) The rate of dearness allowance will be based on the increased, or, as the case may be, the decreased amount of subsistence allowance admissible under sub-clauses (i) and (ii) above,
2. Any other compensatory allowances admissible from time to time on the basis of pay of which the staff member was in receipt on the date of suspension subject to the fulfilment of other conditions laid down for the drawl of such allowances. However, no payment shall be made unless the staff member furnishes a certificate that s/he is NOT engaged in any other employment, business, profession or vocation.
3. The following penalties may for good and sufficient reasons and as hereinafter provided, be imposed on any member of the staff:-
 - i) Censure;
 - ii) Withholding of increments or promotion;
 - iii) Recovery from the whole or part of any pecuniary loss caused to the University by negligence or breach of orders;
 - iv) Reduction to lower services, grade or post or to a lower stage in a time scale;
 - v) Compulsory retirement;
 - vi) Removal from service which shall not be a disqualification for future employment under the Institute,
 - vii) dismissal from service which shall ordinarily be a disqualification for future employment under the Institute,

No order imposing on any member of the staff any of the penalties specified at (iv) to (vii) above shall be passed by any authority subordinate to that by which s/he was appointed and except after an enquiry has been held and the member of the staff has been given reasonable opportunity of showing cause of the action proposed to be taken in regard to him/her.

No order imposing on any member of the staff any of the penalties specified at (i) to (iii) above shall be passed by any authority subordinate to that by which s/he was

appointed and unless the member of the staff concerned has been given an opportunity to make a representation to the Appointing Authority.

Notwithstanding the above provisions it shall not be necessary to follow the procedure mentioned above in the following cases:

- a) Where an employee is dismissed or removed or reduced in rank on the ground of conduct which has led to his/her conviction on a criminal charge;
- b) Where the authority empowered to dismiss or remove the person or to reduce him/her in rank is satisfied that for some reason to be recorded by that authority in writing, it is not reasonably practicable to give to that person an opportunity of showing cause; or
- c) Where the Chancellor is satisfied that in the interests of the security of the State it is not expedient to give to that person such an opportunity.

If any question arises whether it is reasonably practicable to give to any person an opportunity of showing cause under clause (3) above, the decision thereon of the authority empowered to dismiss or remove such person or to reduce him/her in rank, as the case may be, shall be final.

4. A member of the staff aggrieved by any order imposing penalty passed by the Vice-Chancellor against him/her shall be entitled to prefer an appeal from the decision to the Chancellor and a member of the staff aggrieved by any order passed by the Chancellor against him inflicting a penalty on him/her shall be entitled to prefer an appeal to the Executive Council against the order.

No appeal under this sub-statute shall be entertained unless it is submitted within a period of three months from the date on which appellant receives a copy of the order appealed against provided that the Appellate Authority may entertain the appeal after the expiry of the said period, if it is satisfied that the appellant has sufficient cause for not submitting the appeal in time.

5. The authority to whom an appeal against an order imposing penalty lies under point No. (4) may, on its own motion or otherwise, call for the records of the case in a disciplinary proceeding, review any order passed in such a case and pass such order as it deems fit as if the member of the staff concerned had preferred an appeal against such order.

Provided that no action under this sub-statute shall be initiated more than six months after the date of the order to be reviewed.

6. Notwithstanding anything contained in this Statute, the Executive Council may, on its own motion or otherwise after calling for the records of the case, review any order which is made under this Statute or is appealable there under, and –
 - a) Confirm, modify or set aside, the order,
 - b) Impose any penalty or set aside, reduce, confirm or enhance the penalty imposed by the order,
 - c) Remit the case to the authority which made the order or to any other authority directing such further action or enquiry as s/he considers proper in the circumstances of the case, or
 - d) pass such other orders as s/he deems fit; provided that

- i. an order imposing or enhancing a penalty shall not be passed unless the person concerned has been given an opportunity of making any representation which s/he may wish to make against such enhanced penalty;
 - ii. if the Executive Council proposes to impose any of the penalties specified in a case where proper enquiry has not been held and thereafter on consideration of the proceedings of such enquiry and after giving the member of the staff concerned an opportunity of making any representation which s/he may wish to make against such penalty, pass such orders as s/he may deem fit.
7. The decision of the appellate authority shall be final.
- i) When a member of the staff of the University who has been dismissed, removed or suspended is re-instated, the authority competent to order the re-instatement shall consider and make a specific order:
- a) Regarding the pay and allowances to be paid to the member of the staff of the University for the period of his/her absence from duty, and
 - b) Whether or not the said period shall be treated as a period spent on duty.
- ii) Where such competent authority holds that the member of the staff of the University has been fully exonerated, or in the case of suspension, that it was wholly unjustified, the member of the staff of the University shall be given full pay to which s/he would have been entitled had s/he not been dismissed, removed or suspended, as the case may be, together with any allowance of which s/he was in receipt prior to his/her dismissal, removal or suspension.
- iii) In other case, the member of the staff of the university shall be given such proportion of such pay and allowances as such competent authority may prescribe.
Provided that the payment of allowances under clause (ii) or clause (iii) shall be subject to all other conditions under which such allowances are admissible.
- iv) In case falling under clause (ii) the period of absence from duty shall be treated as a period spent on duty for all purposes.
- v) In case falling under clause (iii) the period of absence from duty shall not be treated as a period spent on duty unless such competent authority specifically directs that it shall be so treated for any specified purpose.
8. The employees of the University shall be entitled to travelling and daily allowances according to the scales laid down by the Executive Council or Government of Maharashtra from time to time.
9. The employees of the University shall be governed by the Conduct Rules as laid down by statutes
10. The employees of the University shall be entitled to reimbursement of medical expenses incurred on themselves and their families as per the rules approved by Executive Council or Government of Maharashtra from time to time.
11. It shall be for the Executive Council to decide as to the class of employees of the University who shall be entitled to vacation.
- Notwithstanding anything stated hereinabove the Executive Council shall adopt all changes/ amendments in the service conditions from time to time as applicable and communicated by the Government of Maharashtra.

22. TERMS AND CONDITIONS OF SERVICE OF TEMPORARY EMPLOYEES

- a) The service of a temporary employee shall be liable to termination at any time by notice in writing given either by the employee to the appointing authority or by the appointing authority to the employee. The period of such notice shall be one month, unless otherwise agreed to by the University and the employee.
- b) The other terms and conditions of service of such employee shall be such as may be specified by the appointing authority in his/her letter of appointment.

23. APPOINTMENT ON CONTRACTS

- a) Notwithstanding anything contained in these statutes, the Executive Council may in special circumstances appoint an eminent person on contract for a period not exceeding 3 years, with a provision of renewal for further period, provided that every such appointment and terms thereof, shall be subject to the prior approval of the Executive Council. He/ she will be called Emeritus Professor or Adjunct Professor.
- b) Subject to the provisions contained in the Act, the Executive Council may appoint any person on contract in the prescribed scales of pay and on terms and conditions applicable to the relevant post for a period not exceeding 3 years with a provision of renewal for further period. For making such appointments, the Vice-Chancellor, may at his discretion, constitute Selection committees, as the circumstances of each case may require.

24. APPOINTMENT OF DISTINGUISHED, ENDOWMENT AND CHAIR PROFESSORS

The terms and conditions of these appointments shall be as specified in the respective MoU between the concerned donor and the University. In case of Chairs established by the University the terms and conditions shall be as decided by the Executive Council on case to case basis.

25. VACATION AND LEAVE

- a) Non-academic employees of the University shall be entitled to leave as per the Maharashtra Civil Service Rules.
- b) Academic staffs are entitled to vacation as well as additional types of leaves such as Special Leave, Duty Leave, Study Leave, Sabbatical Leave, etc. as specified in UGC Regulation 2010 for Teachers and other Academic Staff in Universities and Colleges.
- c) When an employee joins the University from any of the other Institutes or any Central University the leave to his/her credit on the date immediately before the date of such joining shall be carried forward and credited to his/her leave account in the University subject to the prescribed limit of accumulation of leave.

26. RESIDENTIAL ACCOMMODATION FOR STAFF

- a) Employees of the University may be allotted an unfurnished house for residential use, if available, in which s/he shall be required to reside, subject to such conditions as may be laid down by the Executive Council.

- b) She/he shall be charged license fee, charges for water, electricity and any other services rendered shall be recovered from the employee at such rates as may be determined by the Executive Council in consultation with Building and Works Committee.
- c) No political or unlawful activities may be permitted in the residential accommodation provided by the University. If an employee is found indulging in such activities, he/she shall immediately vacated from the accommodation.

Explanation: For the purpose of this Statute the expression "allot" means to grant a license to an employee of the University to occupy a house or a portion thereof owned or leased by the University, for use by him/her as residence.

27. HOSTELS

- a) Students, research scholars and research fellows may be allotted accommodation in the Hostels owned and maintained by the University for the purpose.

In exceptional cases, the Director-Administration may permit student, scholar or fellow to reside with his parent or guardian, but where any such permission is accorded to a Student, scholar or a fellow, such student, scholar or fellow, as the case may be, shall be liable for the payment of seat rent as s/he would have been liable for the payment of seat rent had he resided in the Hostel.

- b) Every resident in the Hostels shall conform to rules laid down by the Rector committee and approved by the Director-Administration for the purpose.
- c) Each hostel shall have a warden and such number of Associate/ Assistant Rector and other staff as may be determined by the Director-Administration from time to time.
- d) One of the Rectors will be appointed as Chief-Rector by the Director-Administration.
- e) The offices of Rector and Associate/ Assistant Rector shall be held by the members of Academic staff of the Institute. The appointments shall be made by the Director-Administration.
- f) Rectors and Associate/ Assistant Rectors shall be entitled to license fee- free unfurnished quarters corresponding to the type of quarters to which they are normally entitled as teachers of the Institute. In addition, they shall be paid an allowance at such rates as may be decided by the Vice Chancellor from time to time.
- G) The governance of the Hostels shall be in accordance with the rules laid down by the Director-Administration.

28 RECOGNITION OF EXAMINATIONS OF OTHER UNIVERSITIES OR EDUCATIONAL INSTITUTIONS AS EQUIVALENT TO THE EXAMINATIONS OF THE UNIVERSITY

- (1) 1. There shall be an Equivalence Committee for all the Faculties for considering the equivalence of examinations of other Statutory Universities, Recognized Boards of Education, Academic Institutions in India and abroad for the purpose of admission to the courses and/or examinations:
 - 2. The Equivalence Committee shall consist of—

- a) Dean- Faculty
 - b) All the Deans of the Faculties
 - c) The Heads of the Concerned Departments
 - d) Registrar - Member Secretary.
- (2) 1. While considering the Equivalence of the Examinations, the Committee shall *interalia*, consider the following factors related to—
- a) the syllabus of the courses concerned.
 - b) duration of the courses and course structure.
 - c) percentage of marks required for passing.
 - d) bodies conducting examinations Government/Private/Autonomous, etc.
 - e) any other requirements/factors specified by the University, from time to time.
2. The report of the Equivalence Committee shall be placed before the Academic Council for its approval.

The University shall give equivalence to the Course/Degree of other University only on reciprocating basis.

29 GRANTING AFFILIATION TO THE COLLEGES / RECOGNISED INSTITUTIONS

- (1) This Statute may be called, “**Statute for granting affiliation to an affiliated college / recognized institution**”.
- (2) (a) The college / Institution shall apply to the Registrar of the University under Section 49 of the Act for affiliation in prescribed form along with a prescribed fee for a single faculty college.
- (3) **Conditions for affiliation and recognition**

(3.1) Affiliation and recognition

The University can affiliate any of the Colleges or Institutions imparting education in the particular faculty as prescribed by the Act owned by Government of Maharashtra or Government controlled societies, Private aided and Private unaided self-financing educational agencies, which, before the date of commencement of this Act remained affiliated to the different Universities, except Deemed Universities in the State of Maharashtra, provided they meet the criteria prescribed under the Act, Ordinances and Statutes for affiliation, including but not confined to availability of faculty, administrative machinery, infrastructure (buildings, laboratories etc.) which will be laid down by the University from time to time. Such Colleges or Institutions meeting the specified criteria can be affiliated to the University as (i) regular colleges or (ii) autonomous colleges (iii) colleges with academic autonomy or (iv) institutions. The affiliation of such Colleges or Institutions to other Universities in the State except Deemed Universities shall stand transferred to the University on grant of approval of the affiliation to the University as communicated by the Registrar with the mention of a date for such transfer or affiliation. The affiliation shall stand valid subject to the conditions that the affiliation of these colleges or institutions in respect of the students admitted to relevant courses shall continue till those batches of students complete their courses, the examinations of all such students shall be conducted by the

Universities to which they were attached, degrees, postgraduate diplomas or degrees or other distinctions shall be awarded by such Universities:

The Colleges or Institutions in the relevant branch maintained by other Universities of the State as their departments or their respective constituent colleges under the deemed Universities and the National Institutes established by the Central Government shall not come under the jurisdiction of the University.

- (4) The management applying for affiliation or recognition, and management whose college or institution has been granted affiliation or recognition, shall give and comply with the following undertaking:
- (a) that the provisions of the Act and Statutes, Ordinances and Regulations there under and the standing orders and directions of the University shall be observed;
 - (b) that there shall be a separate local managing committee provided for an affiliated college as per Section 51 of the Act.
 - (c) that the number of students admitted for courses of study shall not exceed the limits prescribed by the University and the State Government from time to time;
 - (d) that there shall be suitable and adequate physical facilities such as buildings, laboratories, libraries, books, equipment required for teaching and research, hostels, gymnasium, as prescribed by UGC / AICTE and as accepted by State Government of Maharashtra from time to time;
 - (e) that the financial resources of the college or institution shall be such as to make due provision for its continued maintenance and working;
 - (f) that the strength and qualifications of teaching and non-teaching staff of the affiliated colleges and recognized institutions and the emoluments and the terms and conditions of service of the staff of affiliated colleges / Institution shall be such as prescribed by the University and which shall be sufficient to make due provision for courses of study, teaching or training or research, efficiently;
 - (g) that the services of all teaching and non-teaching employees and the facilities of the college / Institution to be affiliated shall be made available for conducting examinations and evaluation and for promoting other activities of the University;
 - (h) that the directions, and orders issued by the Chancellor, Vice-Chancellor and other officers of the University in exercise of the powers conferred on them under the provisions of the Act, Statutes, Ordinances and Regulations shall be complied with;
 - (i) that there shall be no change or transfer of the management without prior written permission of the University;
 - (j) that the college or institution shall not be closed without prior written permission of the University;
 - (k) that in the event of dis-affiliation or de-recognition or closure of the college or institution under section 57-58, all the assets of the college or institution including building and equipment which have been constructed or created out of the amount paid as a grant-in-aid by the State Government or the UGC, or AICTE or the University shall vest in the State Government.

(2) No college which is part of another University shall be considered for affiliation unless a “no objection certificate” is given by the parent University.

(5) Procedure for permission for Recognized Institutions:

- i. The University shall prepare a perspective plan for educational development for the location of institutions of higher learning in a manner ensuring equitable distribution of facilities for higher education in relevant faculty having due regard, in particular, to the needs of unserved and under developed areas within the jurisdiction of the University. Such plan shall be prepared by the Academic Council and approved by the Executive Council. It shall be updated every five years.
- ii. No application for opening a new college or institution of higher learning which is not in conformity with such plan, shall be considered by the University.
- iii. No student shall be admitted by the college or institution unless the first time affiliation has been granted by the University to the college or institution.
- iv. The rules and procedure for affiliation of a college or institution to the University shall be as prescribed by these Statutes and shall follow the regulations issued by the University Grants Commission for affiliation of technical colleges

(6) Local Managing Committee of affiliated college or institution:

(A) There shall be a separate Governing Body for every affiliated college or institution consisting of the members as prescribed by the Act under Section 51.

- (a) President or Chairman of the management or his nominee - Chairman;
- (b) Secretary of the management or his nominee;
- (c) three local members representing different fields of the area, nominated by the management;
- (d) three teachers, elected by the teachers of the college or institution;
- (e) one non- teaching employee, elected by the non-teaching employees of the college or institution;
- (f) one representative of the management;
- (g) Principal as the Member-Secretary

(B) There shall be a Managing Council for a group of affiliated colleges under a corporate management consisting of members as prescribed by the Act under Section 51 for affiliation of a single college or institution.

- (a) Joint Director or Deputy Director designated by the Director of Technical Education
- (b) three persons representing different fields or activities, nominated by the Director of Technical Education;
- (c) three teachers, elected by the teachers of the college or institution;
- (d) one non -teaching employee, elected by the non-teaching employees of the college or institution;
- (e) Principal- Member-Secretary

(7) The powers and duties of the Governing Body of the affiliating college shall be as provided in the Act under Section 51.

1. To prepare the budget and financial statements;
2. To recommend to the management the creation of the teaching and other posts;
3. To determine the programme of instruction and internal evaluation and to discuss the progress of studies in the college;
4. To make recommendations to the management for the improvement of the standard of teaching in the college;
5. To formulate proposals of new expenditure not provided for in the college budget;
6. To advise the principal regarding the intake capacity of various classes, preparation of time-tables, distribution of the available teaching workload and such other matters relating to the internal management of the college and discipline of the college students as may be referred to it by the principal, from time to time.
7. To consider and make recommendations on the inspection report, if any;
8. To consider and make recommendations on the report of the local inquiry committee, if any;
9. To prepare the annual report on the work done by committee for the year ending on the 30th June and submit the same to the management, the Executive Council of the University and to the concerned Director;
10. To perform such other duties and exercise such other powers as may be entrusted by the management and the University.
11. To conduct academic and research audit of the college as per the guidelines prescribed by the University
12. To advise the college on induction process for members in different roles, keeping dynamic syllabus and promote activities for technology development and transfer
13. To advise the college for fund generation and utilization
14. To advise college in collaboration, networking with other Institutions
15. To advise college to promote transparent and good governance practices
16. To design and recommend criteria for defining standards for quality of teaching, education and research

(8) Continuation of affiliation:

1. The affiliated college or recognized institution may apply for continuation of affiliation or recognition for the courses of study for which affiliation or recognition was granted ordinarily six months prior to the date of expiry of such affiliation or recognition. The University shall follow the procedure as prescribed by these Statutes, and the regulations of UGC for grant of continuation of affiliation.
2. The affiliated college or recognized institution may apply for affiliation or recognition for additional courses of study and the same shall be considered by the University following the procedures or rules prescribed in this regard in these Statutes.

3. An affiliated college or recognized institution with at least six years standing as an affiliated college or recognized institution may apply for permanent affiliation in the manner as maybe prescribed in the Statutes and the University shall consider such applications in such matter as may be prescribed.

(9) Granting of academic autonomy:

- i. A University department or institution affiliated as regular college or recognized institution may apply to the University for grant of Academic Autonomy. The institution or college with Academic Autonomy may constitute its authorities or bodies and exercise the powers and perform the functions and carry but the academic activities of the institution independently. The department or institution or college with Academic Autonomy may prescribe its own courses of study, evolve its own teaching methods and hold examinations and tests for students receiving instruction in it with the objectives of promoting academic freedom on the part of teachers and students which are essential to the fostering and development of an intellectual climate conducive to the pursuit of scholarship and excellence. The degrees and distinctions to students of such institutions will be awarded by the University.
- ii. For the purpose of granting academic autonomy to any of the colleges or recognized institution affiliated to the University, the provisions contained in Section 55 of the Act shall, *mutatis mutandis*, be applicable and the Vice-Chancellor of the University shall also include in the Autonomy Approval Committee relating to the grant of autonomy under the said Section and the words and expressions used in the said Section shall have the same meaning as defined in the Act.

(10) Withdrawal of affiliation:

1. If an affiliated college or recognized institution fails to comply with the conditions of affiliation or recognition as provided in the Act or Statutes or fails to comply with the directions of the University or State Government or does not allow the local governing body or managing councils as provided in the Act or Statutes to function properly, or if it is conducting the college or recognized institution in a manner prejudicial to the interest of the University or the standards laid down by the Ordinance or Statutes, the University can take action against such institutions under the Act including withdrawal of the affiliation granted to the college or institution, after giving notice to the Principal / Director of the College or institution and the educational agencies running the college or Institution, regarding the reasons for such withdrawal of affiliation and considering the reply given by the Principal / Director of the college or educational agency.
2. The rules and procedure for withdrawal of affiliation shall be such as may be prescribed by section 57 of the Act.

(11) Closure of colleges or institution etc.:

- i. No management of an affiliated college or recognized institution shall be allowed to close down the college or recognized institution without prior permission of the University and State Government, UGC / AICTE as the case may be.

- ii. The procedure to close down an affiliated college or institution shall be such as prescribed by section 58 of the Act.

30 RECOGNITION OF INSTITUTIONS OF RESEARCH AND SPECIALIZED STUDIES

1. The institution eligible for being recognized by the University shall apply for recognition to the Registrar in the prescribed form accompanied by the fees prescribed and other relevant and necessary documents.
2. The University shall examine or arrange to get examined the Institution by applying the following criteria:
 - a) Whether the institution has acquired good reputation in pursuit of knowledge for which the institution is established;
 - b) Whether the financial resources of the institution are satisfactory and make due provisions for its continued maintenance and efficient working;
 - c) Whether it has a regularly constituted governing body as per the provisions of the Act;
 - d) Whether the institution has sufficient number of duly qualified staff members who can be recognized by research;
 - e) Whether the institution is located in suitable building(s) and has made due provision for the library and in case of experimental science made the arrangements for teaching and research Post-graduate teachers by research/papers by way of properly equipped laboratory(ies) and museum, and such other facilities as prescribed the Academic Council;
 - F) Such other requirements as may be prescribed by the University, from time to time.
3. The Academic Council shall decide whether the institution be recognized or not and if yes, in whole or in part and prescribe the conditions, subject to which the recognition shall be granted.
4. In case the Academic Council rejects the application for recognition, it shall record the reasons for rejection and the University shall communicate the same to the institution, and it shall refund one-third amount of the affiliation fees paid.
5. If the Academic Council grants recognition to an institution, the same shall be effective for a period of three years from the date of recognition.
6. The institution recognized shall pay the annual recognition fees as may be prescribed by the University, from time to time.
7. The Recognized Institution shall conform to the provision of the Act, Statutes, Ordinances, Rules and Regulations and the directions issued by the University, from time to time regarding the academic and administrative conduct of the Recognized Institution.
8. The Recognized Institution shall furnish its Annual Report, Annual Budget, Balance Sheet and Audited Report to the University. The Management of the Recognized Institution shall have the accounts of the Management and of the Recognized Institution audited within a

period of six months from the close of financial year, by a Chartered Accountant. The Recognized Institution shall maintain its financial record in accordance with the provisions of the Accounts Code of the Government.

9. The Recognized Institution which has eight years standing shall apply to the Registrar, in the prescribed proforma, along with the prescribed fees and necessary documents, for permanent recognition.
10. On receipt of application for permanent recognition, the University may appoint a Scrutiny Committee which shall submit its report to the University, the recommendations of the Committee shall be placed before the Academic Council for its considerations and decision. Provided that, if necessary, the University may appoint a Local Enquiry Committee to inspect the Institution. The report of the Local Enquiry Committee shall be placed before the Academic Council for its consideration and decision.

(11)The University shall *inter-alia*, apply the following criteria in examining the application and in making its report thereon :

- a) Whether a Recognized Institution provides facilities for the pursuit of excellence and academic climate in terms of curricular and co-curricular performance of students;
- b) Whether it has attained reputation of having high standards, has consistent good record of performance of students at the University examinations for preceding five years;
- c) Whether the faculty members have attained reputation in terms of good academic qualifications, performance in teaching/research/publications and extension activities;
- d) Whether it has an academically viable and administratively feasible student population;
- e) Whether it admits students on the basis of competitive merit with the criteria as laid down in the Act;
- f) Whether it has adequate physical facilities such as -
The building(s) used by the Recognized Institution is(are) owned by the Management of the Recognized Institution or are available for the use of the Recognized Institution on permanent lease and such permanency is proved by relevant documents.
- g) The accommodation and necessary facilities to conduct the Recognised Institution properly are provided, as per the norms laid down by the University, from time to time. It shall be ascertained that as far as possible, the Institution buildings are used solely for the purpose of the Institution and other allied educational activities;
- h) Whether it provides the administrative set up and pattern of governance involving the faculty as per the University norms and is conducive to academic innovations and developments;
- i) Whether it has sound financial resources so as to enable it to meet its responsibilities as a permanently Recognized Institution and whether it has access to the financial resources to provide for further development;

- j) Such other matters as may be deemed necessary for meeting the aims and objectives of the Recognized Institution and the University.
- (12) The Management/Trust conducting the Recognized Institution shall make the financial position clear to the University by submitting Audited Statement, Income and Expenditure Statement and Balance Sheet of the Management as well as of the Recognized Institution for five preceding years. The Management shall meet all deficit of the Recognized Institution by way of out-right grants with the undertaking to meet future deficit, if any.
- (13) The Management shall fulfill the requirements of the reserve fund as stipulated, execution of irrevocable trust deed thereof and report the names of the trustees to the University, from time to time.
- (14) The Management of the Recognized Institution which does not receive grant-in-aid from the Government shall make provisions for salaries and allowances, provident fund and gratuity as prescribed by the University, from time to time. The administration and investments of funds shall be in accordance with the requirements of the University and the Government.
- (15) If a Recognized Institution fails to comply with the condition of affiliation or recognition as provided under Section 38 of the Act or to allow the Local Managing or Advisory Committee as provided under Section 32 to function properly or to take action as per directions issued under the Act or if it is conducting the Recognized Institution in a manner prejudicial to the interest of the University or the standards laid down by it, the Academic Council may issue a notice to the Management to show cause, as to why the privileges conferred on the Recognized Institution by recognition should not be withdrawn in part or in whole or modified.
- (16) If University feels that the Recognized Institution has violated the provisions made in Section 39 (1) of the Act, then the University shall issue a show-cause notice in the month of October of the year preceding the year from which the withdrawal is to be effected.
- (17) The University shall issue a show-cause notice for withdrawing the recognition given to the Recognized Institution. While doing so, the University shall mention the grounds on which it proposes to take the action as mentioned in Sub-Section (1) of Section (39) of the Act.
- (18) The show-cause notice shall be issued in the name of Head of the Recognized Institution and copy to the Secretary of the Management or Trust. It shall mention the period, which shall not be less than 30 days within which the Principal/Head should file his written statement in reply to the Notice.
- (19) After receipt of the written statement or after expiry of the period specified in the notice issued under sub-section (4) of Section (39) of the Act, the University shall place before the Academic Council, the notice and the written statement, if any, with or without the motion for withdrawal or modification of such privilege.
- (20) The Academic Council after scrutinizing all the details shall take the decision of withdrawal of recognition.

Provided that, while taking such decision, the Academic Council shall consider the prime interest of the students studying in the Recognized Institution.

Provided further that, if the Academic Council takes the decision of withdrawing the recognition, then it shall so recommend to the Executive Council and thereafter Executive Council shall proceed to implement the recommendations of the Academic Council.

- (21) If the Academic Council recommends that the recognition should be withdrawn then it shall be in phases.
- (22) Before implementing the decision of the Academic Council, the Vice-Chancellor shall inform the Head and the Management about the intention of the University to withdraw the recognition.
- (23) It shall be the responsibility of the Vice-Chancellor to complete the process of withdrawing the recognition well in advance or in any case before the month of January of the preceding academic year from which recognition is to be withdrawn.
- (24) The Vice-Chancellor may inform the Government regarding the decision taken by the University Authorities in withdrawing the recognition of a Recognized Institution
- (25) The Vice-Chancellor shall cause every Recognized Institution shall be inspected at least once in a three years by an Inspection Committee

The Committee shall inspect the Recognized Institution with a view to ensure that the proper standards of instruction, teaching, training are maintained in it and adequate accommodation and Library and Laboratory facilities are provided. The inspection will be with a view:

- a) to assessing its academic performance and needs;
 - b) to ensure maintenance of efficiency and adequate students amenities;
 - c) to ensure that the Recognized Institution has provided adequate facilities for the promotion of health, welfare, sports and other extra-curricular activities for the students of the Recognized Institution;
 - d) to ensure that the Recognized Institution has complied with the provisions of the Act, Statutes, Ordinances, Regulations and Rules framed there under; and
 - g) reporting such other matters as may be referred to the Committee by the Vice-Chancellor.
- (26) The Inspection Committee shall submit a report of its findings and recommendations to the Vice-Chancellor who, after consideration of the said report, issue instructions to the Recognized Institution, if necessary, in the light of the terms of reference mentioned above. The Vice-Chancellor shall place the report of the committee before the Executive Council for its consideration.

31. Conferment of honorary degrees and academic distinctions

31.1 The conferment of the honorary degree, Doctor of Philosophy [Ph. D.] is the most distinguished honor that the Dr. Babasaheb Ambedkar Technological University can bestow on an individual. This honor of the University is to be conferred on a distinguished person who has consistently made outstanding contributions over a considerable period of time in the pursuit of knowledge and achievements in human progress, mainly in the Academic and / or Research environment in the field of Science, Engineering and Technology etc. However, the conferment of honorary degree of Doctor

of Philosophy [Ph. D.] will not necessarily be an annual feature with not more than one such conferment at one time.

The honorary degree or other academic distinctions shall be conferred in the Convocation under the provisions of Section 39(g) of the Act. At the Convocation, the Vice-Chancellor shall present to the Executive Council the distinguished person on whom the honorary degree is proposed to be conferred and after the grace is passed by the Executive Council, the honorary degree shall be conferred upon the person by the Chancellor, or in his absence, by the Vice-Chancellor.

The following criterion may be followed for the choice of suitable candidature for the honorary degrees and academic distinctions:

1. No honorary degree shall be conferred by the University upon any person without the explicit approval of the Chancellor.
2. All proposals for the conferment of Honorary Degrees shall be made by the Academic Council to the Executive Council, and shall require their assent before submission to the Chancellor for confirmation:
Provided that in cases of urgency, the Chancellor may act on the recommendation of the Executive Council only.
3. Any Honorary Degree conferred by the University may, with the previous approval of two-thirds of the members of the Executive Council and the sanction of the Chancellor, be withdrawn by the Executive Council.

31.2 CRITERIA FOR THE AWARD

1. Conferment of the honorary degree should be within the areas of Science, Engineering and Technology etc. and would preferably be designated as **Doctor of Philosophy [Ph. D.]**
2. The person to whom the honorary degree is to be bestowed, should have consistently outstanding contributions over a considerable period of time in the pursuit of knowledge and achievements in human progress in the field of Science, Engineering and Technology etc. through large scale programs in Agencies / Organizations, irrespective of his / her organizational affiliations. The following may further be considered for the same:
 - a. Outstanding academic merit in a discipline offered at the University.
 - b. Exceptional contributions to the vision and mission of the University.
 - c. Exceptional contributions to the society.
 - d. A significant paradigm shift in the field of study.
3. Honorary doctorates can be awarded posthumously in exceptional cases.
4. In exceptional cases, an honorary doctorate will be considered for persons who have already received honorary doctorates from other universities, especially in the case where the nominee has made a new contribution worthy of an honorary doctorate, after the previous award.
5. The following categories of persons are not eligible for honorary doctorate of the University:
 - a. Active members of staff.
 - b. Donors, in cases where the impression might be created that the honorary award is aimed at securing further financial reward for the University.

31.3 Procedure of selection of Honorary Degree

1. The Vice Chancellor shall form a search committee on the recommendation of Executive Council. The following may be the composition of the committee:
 - a. Vice Chancellor as the Chairman
 - b. The nominee of Chancellor such as distinguished academician / researcher / scientist preferably with “Padma” Award
 - c. One member each from executive and academic council
 - d. One dean, to be nominated by the Vice Chancellor
 - e. One Head of Department of each Faculty, by seniority
2. The Search Committee will invite nominations (in a prescribed format) from various Departments/ Centers/ Schools of the University any time during the year. Each proposal for consideration of the conferment of the honorary degree should clearly state the contributions of the individual concerned to the pursuit of knowledge and achievements in human progress.
3. Nominations may be made jointly by not less than five faculty members from the same Department / Center/ School (proposed, seconded and supported by at least three faculty members).
4. Nomination should be forwarded to the Search Committee duly endorsed by the Head of the Department concerned.
5. Individual Department / Center/ School can make a maximum of one nomination during a calendar year.
6. Nomination should not be made in favor of a deceased person, unless exceptional.
7. The nomination proposal may also include a detailed resume and contributions of the individual concerned (in the prescribed form).
8. Subsequent to the receipt of nominations from various Departments / Centers, the Search Committee will consider all the nominations at its meeting and recommend suitable name (s) for award of the honorary degree to the Executive Council for approval.
9. On approval of the Executive Council, the Vice Chancellor may be authorized to initiate further appropriate action like approval of the Chancellor.
10. Honorary degrees may be conferred during the course of a regular Convocation or at a special Convocation. The degree shall preferably be conferred in person.
11. Each conferment should be accompanied by a citation. The format of the citation has to be left flexible enough so that it could be in accordance with the nature of achievement and the personality concerned and the text of the citation should highlight the specific nature of the outstanding contributions in pursuit of knowledge and in the field of human endeavor for which the honor is conferred.

31.4 PROFESSOR EMERITUS

The conferment of the title "Professor Emeritus" of the University is a symbolic step in laying the foundation of continuity and performance of academic association for life. This is a cherished tradition of all great Centers of Learning. It is a honor of high distinction. This title will be conferred on a Professor of the University in recognition of his / her having devoted a "major part" of his / her life and scientific career in enhancing the academic and scientific status and prestige of the Department / School / Interdisciplinary Program to which he / she belonged as a center of learning, through national and international recognition.

31.5 CRITERIA FOR THE AWARD

1. The title of "PROFESSOR EMERITUS" will be conferred on a Professor of the University in recognition of his / her having devoted his / her academic career in enhancing the academic status and prestige of the Department / School / Interdisciplinary Program to which he / she belonged, as a Center of Learning, through national and international recognition.
2. He / She should no longer be in the service of the University at the time of conferment of the title.

31.6 Procedure for selection of Professor Emeritus

1. The Vice Chancellor shall form a search committee on the recommendation of Executive Council. The following may be the composition of the committee:
 - a. Vice Chancellor as the Chairman
 - b. One member each from executive and academic council
 - c. One dean, to be nominated by the Vice Chancellor
 - d. Head of Department of concerned Faculty
2. The Search Committee will invite nominations (in a prescribed format) from various Departments / Schools / Centers etc. of the University ordinarily by 31st January every year for approval.
3. On approval of the Executive Council, the Vice Chancellor may be authorized to initiate further appropriate action like approval of the Chancellor.
4. The title of Professor Emeritus may be conferred at an informal gathering by the Chairman, Executive Council, i. e., the Vice Chancellor.

31.7 FACILITIES / HONOUR TO BE EXTENDED TO "PROFESSOR EMERITUS"

1. Free library membership for Life time.
2. Invitation as a distinguished person in important functions of the University.
3. He / she will be shown all the courtesies due to a person having long association with the University and on whom a high honor has been conferred.
4. He / She may be called upon by the University to assist in any capacity for which his / her stature as an elder and respected academic person may be needed.
5. The name of the "Processor Emeritus" should be included in the Faculty list of the University, Courses of Study Bulletin and other such documents of academic nature.

31.8 HONORARY FELLOW

The conferment of the title "Honorary Fellow" of the University, on an individual is a distinguished honor given to a person, other than the University Faculty, who would have a long association with the University and have greatly contributed a "major part" of his / her life and scientific career in enhancing the academic and scientific status and prestige of the University as a Center of Excellence in Learning, through different forms of association with the University, for example:

- A. Alumni who have distinguished themselves exceptionally as scientists, technologists and academics.
- B. Distinguished Scientists, technologists and academics of organizations who have built a record of long association with the academic and the research programs of the University.

This exceptional honor is conferred on a person for life who has been working outside the University but has maintained close links with it. This is an honorary position and is given to a person in recognition of the long record of his/her association with the University and outstanding achievements in his/her professional work.

31.9 CRITERIA FOR THE AWARD

1. The title of "HONORARY FELLOW" of the University will be conferred on an individual other than the faculty of the University in recognition of his / her long association in different forms. He / She should have contributed "major part" of his / her life and scientific career in enhancing the academic and scientific status and prestige of the University as a Center of Excellence of Learning.
2. The person who has worked for a short period of time at the University may also be considered for the award. However, his / her contribution during the period of employment with the University should not be considered for the award.

31.10 Procedure for selection of Honorary Fellow

1. The Vice Chancellor shall form a search committee on the recommendation of Executive Council. The following may be the composition of the committee:
 - a. Vice Chancellor as the Chairman
 - b. Nominee of the Chancellor
 - c. One member each from executive and academic council
 - d. One dean, to be nominated by the Vice Chancellor
 - e. Head of Department of concerned Faculty
2. The Search Committee will invite nominations (in a prescribed format) from various Departments / Schools / Centers etc. of the University ordinarily by 31st January every year for approval.
3. On approval of the Executive Council, the Vice Chancellor may be authorized to initiate further appropriate action like approval of the Chancellor.
4. The title of Honorary Fellow may be conferred at an informal gathering by the Chairman, Executive Council, i. e., the Vice Chancellor.

31.11 NOMINATIONS:

1. Nomination for the "Honorary Fellow" of the University may be made in response to the notifications issued by the Search Committee from time to time.
2. Nominations for the honor of Professor Emeritus may be made jointly by not less than five faculty members (*proposed, seconded and supported by three faculty members*) of whom at least two must be members of the Executive Council.
3. The nomination proposal may also include a detailed resume and contributions of the individual concerned in the prescribed form.
4. These nominations may be sent to the Chairman, Search Committee, on or before a date duly notified for the purpose.
5. The Search Committee would consider all the nominations received and may also consider any other names proposed suo-motto as it may deem fit.
6. The Search Committee will make appropriate proposals to the Executive Council once a year. In case, there are no proposals a NIL report will be made by 31st January every year.

31.12 FACILITIES/HONOUR TO BE EXTENDED TO THE "HONORARY FELLOW"

1. Free library membership for Lifetime.
2. Invitation as a distinguished person in important functions of the University.
3. He / she will be shown all the courtesies due to a person having long association with the University and on whom a high honor has been conferred.

32. The Procedure for Recovery of Damage or Loss caused to the University by any act on the part of any Authority or Officer of the University

- 32.1.** The Chancellor shall initiate the proceedings of inquiry in the case of the Vice-Chancellor, the Executive Council, the Academic Council, the Board of Studies, the Planning and Evaluation Board, Finance Committee, and such other authorities/bodies of the University as are designated by the statutes to be the authorities of the University. Where the Vice-Chancellor is an Ex-Officio Chairman, the decision of the Chancellor shall be final.
- 32.2** The Vice-Chancellor shall initiate the proceedings of inquiry in the case of the university officers and Officers belonging to Class I category as also in case of authorities other than those covered under Statute (34.1) above.
- 32.3** The Registrar shall initiate the proceedings of inquiry in case of officers (other than Class I) and other employees.
- 32.4** If the Chancellor, *suo-moto*, or as a result of an inquiry or audit inspection report or on receiving information, is *prima-facie*, satisfied that there is a loss or damage caused to the University by the act or omission on the part of an authority or officer of the University as specified in Statute (34.1) above, he may appoint an Enquiry Committee.
- 32.5.** If the Vice-Chancellor *suo-moto* or as a result of any inquiry or audit inspection report or on receiving information, *prima-facie*, is satisfied that there is a loss or damage caused to the University by the act or omission on the part of an authority or the officer of the University as specified in Statute (34.2), he shall record his reason therefor and may appoint an inquiry officer or refer the matter to the Executive Council in the matter of appointment of an Enquiry Committee.
- 32.6.** If the Registrar, *suo-moto* or as a result of any inquiry or audit inspection report or on receiving information *prima-facie*, is satisfied that there is a loss or damage caused to the University by the act or omission on the part of an officer or an employee of the University as specified in Statute (34.3) above, he shall record his reasons therefore and may appoint Enquiry Officer.
- 32.7.** The Enquiry Officer so appointed or the Enquiry Committee thus constituted shall follow the due procedure of inquiry, investigate into and assess the extent of the loss or damage caused to the University by any act on the part of the authority concerned or its members or officer of the University, not in conformity with the provisions of the Act, Statutes, Ordinances, Regulations and Rules or its or his failure as the case may be, to so act in conformity thereof or by willful neglect or default on its or his part as the case may be and fix the liability for its recovery.
- 32.8.** The Enquiry Officer/Enquiry Committee shall submit his or its report along with its findings to the appropriate authority viz. the Chancellor/ the Vice-Chancellor/the Registrar as the case

may be, within a period of three months from the commencement of inquiry. Provided that this period may be extended, for the reasons to be recorded in writing, by the appropriate authority for a further period of three months.

32.9. The Vice-Chancellor/the Registrar shall place the report of the Enquiry Officer/Enquiry Committee alongwith his or its findings before the Executive Council. The Executive Council shall after due consideration propose the action to be taken thereon, if any.

32.10. The Executive Council shall, finalise the deliberations within three months of the submission of the report of the Enquiry Officer/Enquiry Committee by the Vice-Chancellor/Registrar.

32.11. The Registrar shall finalise the deliberations within six months of the submission of the report by the Inquiry Officer/Inquiry Committee.

Provided that, if it is not possible to take a decision within this stipulated period, the Registrar shall refer the matter to the Vice-Chancellor for extension of time-limit.

32.12. If any action proposed by the Executive Council is required to be taken against the authority concerned or its member or officer or employee, the Vice-chancellor shall follow the rules of natural justice and the normal procedure of inquiry, viz., giving show-cause notice, considering explanations of the officers, etc., if any.

32.13. If, any action is required to be taken against the Officer or employee of the University, the Registrar shall follow the normal procedure of inquiry, viz., giving show-cause notice, considering explanation of the employees, etc., if any.

32.14. a) The Executive Council shall be the Competent Authority to appoint the Enquiry Officer or an Enquiry Committee and the said Enquiry Committee or the Enquiry Officer, shall have the power to recommend to the Executive Council the quantum of damage or loss. However, the quantum of damage or loss to be recovered shall be decided by the Executive Council.

b) The Executive Council shall prescribe the terms of reference to the Enquiry Officer or the Enquiry Committee for assessing the quantum of damage or loss. The Enquiry Committee or Enquiry Officer may take assistance of an expert or suitable persons and decide the appropriate procedure to be followed for the purpose of conducting the enquiry and assessing the damage or loss.

32.15. The amount of damage or loss, if decided to be recovered from the authority or its member or the Officer of the employee of the University, as the case may be, shall be recovered with interest. The interest shall be charged from the date the charge(s) is(are) finally established and communicated to the person(s) concerned. The amount of damage or loss shall be recovered from the salary and other dues payable to the concerned officer/employee in suitable installments. If the amount or loss is not fully recovered, the balance shall be recovered by taking recourse to legal remedies.

32.16. The Employee(s) aggrieved by the decision of the Registrar may make an appeal to the Vice-Chancellor within a period of 30 days from the date of receipt of communication of the decision. The decision of the Vice-Chancellor thereon shall be final.

- 32.17.** The Officer/Authority aggrieved by the decision of the Vice-Chancellor may make an appeal to the Executive Council within a period of 30 days from the date of receipt of communication of the decision. The decision of the Executive Council shall be final.
- 32.18.** The Officer/Authority aggrieved by the decision of the Executive Council may make an appeal to the Chancellor within a period of 30 days from the date receipt of communication of the decision. The decision of the Chancellor shall be final.
- 32.19.** Once a *prima-facie* case regarding the veracity of the charges as referred to in Statutes 304, 305 and 306 is established, the University shall not defend the member or members of the authority concerned before the Enquiry Officer or Enquiry Committee, Court of Law or in any other proceedings. The member or members concerned shall defend themselves personally at their own cost.
- 32.20.** Notwithstanding anything contained in the forgoing Statutes, if any course of action taken either by the Authority or Body or Officer of the University in good faith shall not be treated as a damage or loss caused to the University.