

NOORUL ISLAM CENTRE FOR HIGHER EDUCATION

(Deemed to be University under section 3 of the UGC Act 1956)

Kumaracoil, Thuckalay, Kanyakumari District, Tamil Nadu, India – 629180

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**MOA & RULES MODIFIED IN ACCORDANCE WITH
UGC (Institutions Deemed-to-be-Universities) Regulations, 2016**

MEMORANDUM OF ASSOCIATION
MODIFIED IN ACCORDANCE WITH
UGC (Institutions Deemed-to-be-Universities) REGULATIONS 2016.

NOORUL ISLAM CENTRE FOR HIGHER EDUCATION

(Regn.No: 79/2005)

(Declared as Deemed-to-be-University under section 3 of the UGC Act, 1956 vide Govt. of India Notification No: F.9-51/2004-U.3 , dated 08.12.2009)

1.1. Name of the Society:

The Name of the Society is **“Noorul Islam Centre for Higher Education”**

1.2. Name of the Deemed to be University and its constituent unit(s):

The name of the Deemed to be University is **“Noorul Islam Centre for Higher Education”** herein after referred to as **“the Institute”**. **“Noorul Islam Deemed University”** located at Kumaracoil, Thuckalay, 629 180 in Kanyakumari District, Tamil Nadu, shall be its constituent teaching unit.

1.3. Office of the Society and Deemed to be University:

The Registered office of the Society is situated at **10/47A, Hajee Manzil, Kollenvilai, Thuckalay**, Kanyakumari District, Tamil Nadu.

The Office of the Deemed to be University is at Kumaracoil 629 180; Kanyakumari District, Tamil Nadu.

1.4. Definitions:

In the Memorandum of Association & Rules of the Institute, unless the context otherwise requires:

1.4.1. "Academic Council" means the Academic Council of the Institute.

1.4.2. "Act" means the University Grants Commission Act 1956 (Act 3 of 1956).

1.4.3. "Authorities" means the Authorities of the Institute.

1.4.4. "Board of Management" means the Board of Management of the Institute.

- 1.4.5. "Campus" means Campus of the Institute at Kumaracoil, Kanyakumari District, Tamil Nadu. "Off-Campus Centre" means the centre(s) of the Institute beyond its Campus in the country, approved by the Government. "Off-shore centre" means the centre(s) of the Institute beyond its campus and outside India, approved by the Government. Head Quarters includes all the campuses situated in the same city / town / village.
- 1.4.6. "Chancellor" means the Chancellor of the Institute.
- 1.4.7. "Commission" means the University Grants Commission (UGC) constituted under the Act or any other body empowered to regulate Deemed to be Universities under any Law for the time being in force.
- 1.4.8. "Committee of Experts" means a Committee appointed by the Commission consisting of academic researchers or other experts in the relevant fields of knowledge and notified under UGC (Deemed to be Universities) Regulations, 2016 purpose as it may specify; and there may be as many Committees of Experts as the Commission may determine for different purposes.
- 1.4.9. "Constituent Institution" means an Institution operating under the administrative, academic and financial control of the Institute and declared as such under the Notification.
- 1.4.10 "Emerging area of knowledge" means such area of knowledge as may be notified from time to time by the Commission on the recommendation of a Committee of Experts constituted by the Commission for the purpose, and such Committee shall make its recommendation having regard to the stage of development of studies and research in relevant disciplines as well as the potential and need for raising standards of study and research thereof, in India.
- 1.4.11. "Government" means the Government of India.

1.4.12. "Notification" means the Notification issued by the Government in the Official Gazette declaring the Institute Deemed to be University under Section 3 of the Act.

1.4.13. "President" means President of the Society.

1.4.14. "Pro Vice-Chancellor" means the Pro Vice-Chancellor of the Institute.

1.4.15. "Registrar" means the Registrar of the Institute.

1.4.16. "Statutory Body" means bodies constituted under any law for the time being in force for determining or maintaining standards of quality in the relevant areas of higher education known as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), Pharmacy council of India (PCI), National Council for Teacher Education (NCTE), Bar Council of India (BCI), Indian Nursing Council (INC), and Indian Council of Agricultural Research (ICAR) etc. or any other bodies established under the Act of parliament which shall be the Statutory bodies for the purposes of these Regulations.

1.4.17. "Vice-Chancellor" means the Vice-Chancellor of the Institute.

1.4.18. "Regulation" means UGC (Institution Deemed to the Universities) Regulation, 2016. F. No 1-3/2016 (CPPI/DU)

1.5. Objectives:

The objectives for which the Institute is established are:

1.5.1. To provide for higher education and training leading to excellence and innovation in such branches of learning such as Engineering and Technology, Management, Applied Sciences, Humanities, Arts, Commerce, Social Science, Law, Medical Sciences, Dental Science, Para-Medical Sciences, Pharmacy, Agriculture or other disciplines as the Institute may deem fit.

- 1.5.2. To provide for intensive research with firm inter-disciplinary orientation and linkages for the advancement and dissemination of knowledge.
- 1.5.3. To undertake extramural studies, extension programmes and field out-reach activities to contribute to the development of society and social engagement.
- 1.5.4. To engage in areas of specialisation with proven ability to make distinctive contribution to the objectives of the University education system like academic engagements clearly distinguishable from programmes of an ordinary nature that lead to the degrees specified by UGC in Arts, Science, Humanities, Engineering & Technology, Medicine, Dental, Pharmacy, Law, Agriculture and Management etc. offered by the conventional Institutions.
- 1.5.5. To provide for high quality teaching and research and for the advancement of knowledge through various research programmes and publications in scholarly contributions.
- 1.5.6. To engage in providing post doctoral research programmes in diverse disciplines and to engage in unique areas of knowledge which are important for the strategic needs of the country or for the preservation of our cultural heritage.
- 1.5.7. To engage in providing courses on fine arts, culture, music, dance, tradition and heritage.
- 1.5.8. To do all such other acts and things as may be necessary or desirable to further the objectives of the Institute.
- 1.5.9. To undertake non funded and funded research projects.
- 1.5.10. To offer programmes in skill development and online programmes like MOOC courses in SWAYAM

- 1.5.11. To offer Undergraduate, Post Graduate, Research degrees like M.Phil./ Ph.D., D.Sc., D.Litt, D.L., Honoris causa and Post Doctoral degrees and other degrees approved by the University Grants Commission from time to time in the areas where different programmes are offered.
- 1.5.12. To offer Diploma Programmes at under graduate and at post graduate levels in various courses of studies offered by the Institute as per the approval of the UGC.
- 1.5.13. To offer Certificate Programmes of varies durations on the skill and knowledge levels subservient to the degrees and diplomas.
- 1.5.14. To offer various visitorships, fellowships, prizes and medals for various courses of studies offered by the Institute.

1.6 . Powers and Functions of the Institute:

To carry out the above objectives and for the management of properties, the Institute shall have the following powers:

- 1.6.1. To establish innovative, broad-based and viable courses of study and research and to provide instruction to make distinctive contribution to the advancement and dissemination of knowledge in such branches of study as the Institute deems appropriate;
- 1.6.2. To institute and award visitor-ship, fellowship, exhibits, prizes and medals;
- 1.6.3. To conduct Young Student Scientist Adoption Programmes (YSSAP) throughout the state;
- 1.6.4. To impart free computer education for school children hailing from rural areas;
- 1.6.5. To promote research activities on socially relevant areas like prediction of natural disasters like tsunami, earthquake etc;

- 1.6.6. To promote Institute-Industry interactions and Institute-Institute /University Interactions for mutual benefit;
- 1.6.7. To make provision to enable constituent colleges to undertake specialised studies, to organise, maintain and manage department, laboratories, libraries, museums and equipment for teaching or research;
- 1.6.8. To establish, maintain and manage institutions of research, specialised studies or of academic service units with the prior permission of UGC/MHRD;
- 1.6.9. To establish, maintain and manage constituent colleges, institutions, hostels, health centres, auditoria and gymnasium with the prior permission of UGC/MHRD;
- 1.6.10. To create posts of Directors, Deans, Principals, Professors, Associate Professors, Assistant Professors and other teaching or non-vacation academic posts required by the Institute with the prior approval of the Sponsoring Body and to prescribe their qualifications and make appointments thereto;
- 1.6.11. To appoint or recognise persons working in any other Institute, industry or organisation as Adjunct Professors, Adjunct Associate Professors, Adjunct Assistant Professors, Visiting Professors of the Institute for a specified period;
- 1.6.12. To create skilled, administrative, ministerial and other non-teaching posts and prescribe their qualifications and pay scales with the prior approval of the Sponsoring Body and to make appointments thereto;
- 1.6.13. To hold examinations and confer degrees and post-graduate diplomas and award post higher secondary diplomas and certificates and other academic distinctions on persons who
 - a. in the manner prescribed, have pursued approved courses of study in the Institute and have passed the examinations prescribed by the Institute unless exempted there from;

- b. have pursued approved courses of study in the Institute and have passed the examinations prescribed by the Institute and
 - c. have engaged in research under conditions provided by the Bye-laws;
- 1.6.14. To confer honorary degrees or other academic distinctions as prescribed by the Bye- laws of the Institute.
- 1.6.15. To monitor and evaluate the academic performance of the Institute for the periodical accreditation with the help of accreditation agencies like NBA, NAAC, ISO, EMS, SAS, JCI, etc.;
- 1.6.16. To hold and to manage trusts and endowments and to institute and award fellowships, traveling fellowships, scholarships, studentships, medals and prizes for teachers and students of the Institute;
- 1.6.17. To fix demand and receive or recover such fees and other charges as may be regulated by the Bye-Laws from time to time;
- 1.6.18. To supervise, control and regulate the conduct and discipline of the students of the Institute and hostels;
- 1.6.19. To provide for mobility of students from formal to non-formal stream and vice-versa;
- 1.6.20. To make arrangements for promoting the welfare of the employees of the Institute;
- 1.6.21. To co-ordinate and regulate teaching and research in the Institute;
- 1.6.22. To provide for the training and quality improvement of teachers and non-teaching staff;
- 1.6.23. To provide for periodical assessment of the performance of teachers and non-teaching staff of the Institute in accordance with the provisions of the Bye-Laws;

- 1.6.24. To regulate and provide for attendance of the teachers on the premises of the Institute during teaching hours and beyond teaching hours, as prescribed and to prohibit teachers from taking or conducting private tuition or private coaching classes;
- 1.6.25. To provide for conduct and discipline rules for teaching and non-teaching staff and the enforcement thereof;
- 1.6.26. To maintain records, documents and returns of the Institute;
- 1.6.27. To establish maintain and manage the Institute;
- 1.6.28. To provide for special training or coaching for competitive examinations, for recruitment to the public services, public undertakings and other competitive employment opportunities;
- 1.6.29. To co-operate or collaborate with any other Institution, Authority or Organisation within and outside India for research and advisory services and for such purposes to enter into appropriate arrangement with other universities, institutions, authorities or organisations to conduct certain courses as the situation may demand;
- 1.6.30. To borrow funds for the purposes of the Institute on the security of the property of the Institute with the prior permission of the Sponsoring Body;
- 1.6.31. To explore the possibilities of augmenting the resources of the Institute by exploring or innovating activities such as research and development, consultancy, training programmes and providing services for different clients from industry, trade or any other non-government organisations;
- 1.6.32. To undertake academic collaboration and twining programmes with Universities and institutions abroad, with the approval of the Central Government;

- 1.6.33. To receive funds for collaboration programmes from foreign agencies subject to rules and regulations of the Central Government;
- 1.6.34. To lay down for teachers, service conditions including code of conduct, workload, norms of performance appraisal and such other instructions or directions which may be necessary on academic matters as per the statutory agency.
- 1.6.35. To make special provisions for education to be made available to classes and communities which are socially and educationally backward; as per statutory agencies.
- 1.6.36. To make special provision for such benefits of the Institute, education to be made available for women students and handicapped students as the Institute may think necessary;
- 1.6.37. To offer skill based online and virtual courses of study for self learning.
- 1.6.38. To perform such other functions as deemed fit by the Institute.
- 1.6.39. Interpretation of the Objectives

The Institute is established for public benefit and accordingly, the objectives of the Institute as set forth above will be interpreted and restricted to mean such objectives and purposes as are regarded in law to be that of a public charitable institution in nature.

1.7. Governance System:

The Institute shall adhere to the following:

- 1.7.1. Noorul Islam Centre for Higher Education is registered as a not-for profit Society under the Societies Registration Act.
- 1.7.2. The Members / Promoters of the managing society shall not directly or indirectly be connected with the members / promoters of the sponsoring Society.

- 1.7.3. Among the authorities of the Institute, there shall be a Chancellor who shall be appointed by the Sponsoring Society. He shall be an eminent educationalist or a distinguished public figure.
- 1.7.4. There shall be a position of Pro-Chancellor who shall carry out the duties of the Chancellor in his absence.
- 1.7.5. The highest governing body of the Institute shall be the Board of Management to be headed by the Vice-Chancellor. This body shall consist of a minimum of ten members and a maximum of fifteen members.
- 1.7.6. The Board of Management of the Institute shall be independent of the Society with full autonomy to perform its academic and administrative responsibilities. The number of representative(s) of the Society on the Board of Management shall be limited to a maximum of four.
- 1.7.7. The Board of Management shall consist of eminent persons capable of contributing to and upholding university ideals and traditions.
- 1.7.8. There shall be a Board of Management consisting of the following:
 - 1.7.8.1. Vice-Chancellor Chairperson
 - 1.7.8.2. Pro Vice- Chancellor
 - 1.7.8.3. Deans of Faculties not exceeding two (by rotation based on seniority)
 - 1.7.8.4. Three eminent academics as nominated by the Chancellor, who shall have worked in the rank of professor and they shall be neither be from the institution nor the sponsoring body nor be their relatives.
 - 1.7.8.5. A nominee of the UGC from a panel of names selected through a search committee as per clause 5.0. Annexure I of the Regulations 2016 .

- 1.7.8.6. Two teachers (from Professors, Associate Professors) by rotation based on seniority.
 - 1.7.8.7. One teacher by rotation of the rank of Assistant Professor.
 - 1.7.8.8. Maximum of four nominees of the sponsoring society.
 - 1.7.8.9. The Registrar, who shall be the Secretary.
 - 1.7.8.10. The term of membership of the Board of Management and its powers are as prescribed under clause 4 Annexure I of the UGC Deemed to be Universities Regulations 2016.
- 1.7.9. The Vice-Chancellor shall be an eminent academician and shall be appointed in the manner prescribed under clause 6.2 in Annexure 2 of the UGC Deemed to be Universities Regulations, 2016
- 1.7.10. All other authorities of the Institute shall be as prescribed in Annexure 2 of the UGC Deemed to be Universities Regulations, 2016.

1.8. Admissions & Fee Structure:

- 1.8.1. Admissions of students shall be made strictly on merit on an All India examination as prescribed by the UGC Regulations 2016/Institute Regulations and in consistence with the National Policy in this behalf from time to time. The same be specified in the prospectus and website.
- 1.8.2. Admission of Non-Resident Indians (NRI)/Persons of Indian Origin (PIO)/Foreign students shall be governed by the Guidelines/Regulations framed by the UGC/ AICTE in this behalf from time to time.
- 1.8.3. The Institute shall preserve the records of admission for at least for five years, exhibit necessary records on its website and shall produce such records whenever called upon by the Government/ Statuary Authority.

- 1.8.4. The Institute shall publish a prospectus before sixty days prior to the commencement of admission for any course or programme and shall contain.
- 1.8.4.1. Each component of the fee, deposits and other charges payable by the students admitted to the institution for pursuing a course or a programme of study, and the other terms and conditions of such payment;
 - 1.8.4.2. The percentage of tuition fee and other charges refundable to a student in such institution in case such student withdraws from such institution before or after completion of course or programme of study and the time within and the manner in which such refund shall be made to the student;
 - 1.8.4.3. The number of seats approved in respect of each course or programme of study for the academic year for which admission is to be made;
 - 1.8.4.4. The conditions of eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or programme of study, where so specified by the institution;
 - 1.8.4.5. The educational qualifications specified by the relevant statutory authority/body, or by the institution, where no such qualifying standards have been specified by any statutory authority;
 - 1.8.4.6. The process of admission and selection of eligible candidates applying for such admission, including all relevant information with regard to the details of test or examination for selecting such candidates for admission to each course of programme of study and the amount of fee to be paid for the admission test;

- 1.8.4.7. The details of the teaching faculty, including therein the educational qualifications and teaching experience of every member of its teaching faculty and also indicating therein whether such member is on regular basis or visiting basis;
- 1.8.4.8. The minimum pay and other emoluments payable for each category of teachers and other employees;
- 1.8.4.9. The ranking of the Institution under National Institutional Ranking Framework for the last three years (if available)
- 1.8.4.10. Information in regard to physical and academic infrastructure and other facilities including hostel accommodation, library, hospital or industry wherein the practical training to be imparted to the students and in particular the facilities accessible by students on being admitted to the institution;
- 1.8.4.11. Broad outline of the syllabus specified by the appropriate statutory body or by institution, as the case may be, for every course or programme of study, including the teaching hours, practical sessions and other assignments;
- 1.8.4.12. All relevant instructions in regard to maintaining the discipline of the students within or outside the campus of the institution, and, in particular, such discipline relating to prohibition of ragging of any student or students and the consequences thereof and for violating the provisions of any regulation in this behalf made under the University Grants Commission Act. 1956 or any other law for the time being in force.
- 1.8.4.13. The Institute shall fix the price of the prospectus reasonable to cover the cost of publication and distribution.

- 1.8.5. The Institute shall not accept capitation fee or demand any donation for admission in cash or in kind or admission fee.
- 1.8.6. The institute shall not retain any of the certificates of degree, diploma or other documents so as to force the students to pay any fee due, of the students who intend to discontinue the course or programmes.
- 1.8.7. The Institute shall not advertise as if it is recognised by any statutory body if it is not so recognised
- 1.8.8. The Institute shall ensure that no false or misleading advertisements are given.
- 1.8.9. The fee structure of the various programmes of study shall be in accordance with the fee regulation by the government or as per the fee prescribed by the fee committee of the University in this behalf from time to time.
- 1.8.10. The fee structure shall be displayed in the prospectus and on the Institute's website.
- 1.8.11. The Institute shall provide for equity and access to all deserving students.
- 1.8.12. The Institute shall admit students to its approved academic programmes under its enrolment, only from the academic session that follows the notification issued by the Central Government . Enrolment of students to the Institute, for any reason whatsoever, in anticipation of the declaration as an institution deemed to be university or inclusion of the Institution under the ambit of an Institution deemed to be university, shall render the application invalid. The students already on the rolls of the Institute prior to the date of application for declaration as an Institution deemed to be university or its inclusion under the ambit of an Institution deemed to be university shall continue to be the

students, for all purposes, of the affiliating university with whom they have already been enrolled, and shall also be awarded degree only by that affiliating university.

- 1.8.13. The Institute shall give due receipts for all due fees collected.
- 1.8.14. The Institute shall charge reasonable fee for the admission test.
- 1.8.15. In case an admitted student does not join within 7 days of opening of the Institution.
 - a. In case the student informs of his intention not to join the institution at least 7 days before the start of the academic session, then 100% of the fees collected minus the processing charges, which shall not be more than Rs. 10,000 or any other amount fixed by UGC. The same shall be refunded within 15 days of receipt of information from the student.
 - b. In case no such information is given by the student but the Institution is able to fill up the seat so vacated, then 100% of the fees collected minus the processing charges, which shall not be more than Rs.10,000 or any other amount fixed by UGC. The same shall be refunded within 15 days of request of refund from the student or the expiry of 30 days after opening of academic session, whichever is later.
 - c. In case no such information is given by the student and the Institution is not able to fill up the seat even by the end of 30 days after the opening of academic session, then 50% of the fee collected minus the processing charges, which shall not be more than Rs.10,000, or any other amount fixed by UGC. The same shall be refunded within 15 days of request of refund from the student or the expiry of 30 days after opening of academic session, whichever is later.

1.8.16. If a student joins the Institution and leaves in mid-session then the entire fee collected shall be forfeited.

1.9. Infrastructure and other Facilities:

The Institution shall maintain the Infrastructure facilities as per the norms prescribed in the UGC Deemed to be the Universities Regulation 2016 or AICTE norms and of such national regulatory bodies from time to time. Further the Institution shall maintain the Land and Buildings for Academic programmes and Financial Viability and other notified regulations from time to time.

1.10. Maintenance of Standards

1.10.1. The Institute shall maintain standards higher than the minimum of instruction, academic and physical infrastructure, qualifications of teachers, etc. as prescribed for higher educational institutions by the Commission or by the Statutory/Regulatory body concerned, such as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), National Council for Teachers Education (NCTE), Bar council of India (BCI), Indian Nursing Council (INC), Indian Council of Agriculture and Research (ICAR) etc, and shall obtain their approval for running various programmes of study, wherever applicable. This shall be periodically monitored by the duly constituted Committee(s) of the Commission.

1.10.2. There shall be a mandatory intensive external review of every deemed to be university once in every five years based on the criteria prescribed by the Commission from time to time. Provided that if an institution has been in the highest NAAC/NBA (for all eligible courses) grade for two continuous cycles, the review can be done by the Institution itself through external peer review mechanism.

1.10.3. The Institute shall give a regulatory compliance certificate every year in the format prescribed by UGC every year, which shall also be displayed on the subject to approval of the Government.

1.10.4. In case there have been found to be persistent or serious complaints being received against an institution, the UGC can order an inquiry against the institution, after taking approval of the Government, and take further action based on the result of the inquiry. Provided the Government also can *suo moto* ask UGC to initiate an inquiry in such cases of malfeasance, cheating, serious student/ staff/faculty complaints, etc.

1.10.5. The Institute shall provide to the Government, or to the agencies designated by it, all the required details for the All India Survey of Higher Education or for posting of specified details on the “Know Your College Portal” of the Government or for any other study approved by the Government.

1.10.6. The Institution shall participate in the National Institutional Ranking Framework every year and publish the same on its website prominently.

1.10.7. The Institution shall ensure that degree/diplomas/certificates/awards are given to the passing out students within 180 days of completion of their academic programme.

1.11. New Courses/Programmes/Departments/ School/Centre, Off-Campus Centers and Off-Shore Campuses :

1.11.1. The Institute shall start new course/ programme/ department/ school after the approval of the respective authorities and the statutory council concerned.

1.11.2. The Institute shall start new course/ programme/ department/ school/ centre in its existing campus/ off-campus within one month of the grant of approval by the competent authorities and the concerned statutory council. In all the other cases the commission shall give its approval within 60 days of application.

1.11.3. The Institution shall meet off Campus(es)/ off-shore campus(es) on the following conditions.

1.11.3.1. On completing five years of deemed university status and

1.11.3.2. On conducting Post – Graduate programmes and research.

1.11.3.3. The Institute earned a reputation for excellent and innovative teaching, which *inter alia*, includes practicing academic and examination reforms like introducing modular structure, continuous internal evaluation etc. and for meaningful and purposeful research and extension activities;

1.11.3.4. The Institute has a track record of conforming to the relevant Regulations/Norms of the Commission and other Statutory/Regulatory bodies regarding minimum standards of instruction, qualification of faculty, merit-based admission of students on an all India basis and reasonable fee structure;

1.11.3.5. The Institute has obtained prior approval of the Statutory/Regulatory body to start the new course/department/programme/school/centre, wherever applicable, and undertakes to comply with all the requirements of the said body;

1.11.3.6. The Institute has valid accreditation from National Accreditation and Assessment Council (NAAC) with the highest grade offered;

1.11.3.7. The Institute has adequate financial resources for starting the proposed off-campus Centre/off-shore campus;

1.11.3.8. The Institute not entered into any franchise agreement either overtly or covertly, with any other organisation for establishing and running the off-campus, centre/off-shore Campus of the institution deemed to be university;

The Institute has established

- 1.11.3.9. Administrative Building of at least 500 sq. meters.
- 1.11.3.10. Academic Building, including library, lecture theatres and laboratories, of at least 5,000 sq. meters.
- 1.11.3.11. Some residential accommodation for teachers and hostel accommodations for students. The floor area for hostel facilities shall be 10 sq. meters per student proposed to reside.
- 1.11.3.12. Other central facilities including sports facilities for faculty, students and non-teaching staff.
- 1.11.3.13. The Institute shall have barrier free approach and appropriate safety measures (fire fighting, etc.).
- 1.11.3.14. The Institute shall have adequate health care facility within the campus for students, faculties, staff or any other members.
- 1.11.3.15. The infrastructure requirement shall be ensured before starting new courses/programme/department/school/centre in the off-campus.
- 1.11.3.16. The assets shall be registered in the name of the Institute and in case of lease perpetual period shall be for 30 years which shall be extended further;
- 1.11.3.17. The University shall open a maximum of two off campuses in a period of 5 years.
- 1.11.3.18. The Institute shall start off campus centre with the prior approval of the Central Government on the recommendation of the commission after considering the views of the concerned State Government.

- 1.11.3.19. The Institute shall start off shore campus centre with the prior permission of the Central Government on the recommendation of the Commission after completing five years of deemed university status.
- 1.11.3.20. The institute shall submit No Objection Certificate of the Ministry of External Affairs and Home Affairs and the permission of the country where the off-shore campus will be the started.
- 1.11.3.21. The Institute shall submit undertaking that it shall comply with all laws, norms or standards described by that country where off campus is proposed to be established. The institution shall maintain standards at the off shore campus centre similar to that of its main campus.
- 1.11.3.22. The institute intending to start off campus centre shall fulfill all the infrastructure requirements and shall apply online and submit duplicate copies before six months of starting. The Government shall reject/ return or forward the same to the commission within 60 days.
- 1.11.3.23. The commission shall cause inspection as per the regulations and send its advice to the Central Government or MHRD which shall issue the Letter Of Intent (LOI)
- 1.11.3.24. On rejection of the application the institute shall re-apply after two years.
- 1.11.3.25. The off campus centre / campus shall be directly controlled by the institution
- 1.11.3.26. The new department, off campus centre / off shore campus shall start only those programmes approved by the concerned statutory councils and the students admitted prior will be governed by such regulations applicable to them.

1.11.3.27. The off campus centre will be monitored biennially for six years and subsequently after five years and the commission directions shall be binding on them.

1.11.3.28. The institute shall adhere to the regulations of the RBI with regard to remittance from and to the main campus

1.11.3.29. If the institute does not meet the standards and remains unsatisfactory for two consecutive reviews the Central Government may on the advice of the commission close down the off campus centers. The assets and liabilities thereof shall revert back to the institution.

1.11.3.30. Obtaining of in-principle no objection from MHRD does not construed to be the approval of the off campus

1.11.3.31. The Institute shall mention the name with location of the off campus centre on degree/ diploma/ or any other award given to the students.

1.12. Inclusion of other Institutions under the Ambit of Institution Deemed to be University :

New Institution under the ambit of the institute shall be included only after prior approval of the Commission / Government.

1.12.1. An institute may apply, in the proforma prescribed by the Commission, for inclusion of institutions existing under the same management as its constituent after confirmation of its declaration as an institution deemed to be university and the application shall also be submitted online on the UGC website.

1.12.2. The Institute shall necessarily comply with the conditions that the Commission may insist upon in this regard from time to time, to prevent franchising of education.

- 1.12.3. In case the institute existing under the same management is affiliated to a university, it shall be included in the ambit of the institution deemed to be university only on its disaffiliation from the affiliating university. The affiliating university shall also give its consent to the effect that the students of that particular institution(s) who have already been enrolled under it, shall continue to pursue their courses under its affiliation for all purposes and that it shall also award degrees to these students upon successful completion of the courses they are presently pursuing at such institution(s).
- 1.12.4. The Institute shall have accreditation with the highest grade offered, which is currently valid, either from National Assessment and Accreditation Council (NAAC) or all eligible courses shall be accredited with the highest grade offered, which is currently valid, by National Board of Accreditation (NBA) or an accreditation agency recognised by the Commission from time to time.
- 1.12.5. The Institute intending to bring an institution within its ambit as its constituent institution shall submit a proposal, in duplicate in the proforma prescribed by the Commission, to the Secretary, Ministry of Human Resource Development (Department of Higher Education) Government of India, subject to the said institution fulfilling the eligibility criteria and other relevant conditions stipulated under these Regulations. The application shall also be submitted online on the UGC website.
- 1.12.6. The Ministry of Human Resource Development, Government of India shall return/reject or refer the proposal to the Commission for advice normally within 30 days of receipt of the proposal.
- 1.12.7. The Commission shall verify all the relevant factors and aspects through its Expert Committee before making a suitable recommendation to the Ministry of Human Resource Development, Government of India.

- 1.12.8. The inspection report as well as the recommendation of the Expert Committee along with the opinion/comments of the Statutory/Regulatory body concerned and the views, if any, of the State Government concerned shall be examined by the Commission as per the procedure before making recommendation to the Ministry of Human Resource Development, Government of India.
- 1.12.9. If rejected, the Central Government shall inform the institute, accordingly.
- 1.12.10. After taking the relevant steps of the procedure prescribed in article 8, the Central Government shall notify the inclusion of the institution under the ambit of the institution deemed to be university on being satisfied that institution deemed to be university has a good track record of conforming to the relevant Regulation/Norms of the Commission and the Statutory/Regulatory body concerned regarding minimum standards of instruction qualifications of teachers, merit-based admission of students on an all India basis and reasonable fee structure.
- 1.12.11. The Institute coming under the ambit of the institution deemed to be university, shall award degree only to the students enrolled in such an institution prior to its inclusion under the ambit of the institution deemed to be university, shall receive their degree from the university to which the institution was affiliated at the time of their enrolment.
- 1.12.12. Once the Institution comes under the ambit of an institution deemed to be university, it shall be on par with an off-Campus of the institution deemed to be university, and all articles of these Regulations relating to off-Campus Centers of institutions deemed to be universities shall be applicable to it.
- 1.12.13. Provided that if the institution under the ambit is located in the city where the headquarters of the Institution Deemed to be University is located, the institution would be treated as part of the main campus. If it is located in some other city/town/village, it would be treated as an off campus centre.

- 1.12.14. The entire movable and immovable property as well as the existing manpower of the institution and its records(except those pertaining to the students who had already registered till they pass out of the institution) shall be transferred to the institution deemed to be university before the notification.
- 1.12.15. If an institution, not being under the same registered Society is desirous of coming under the ambit of an institution deemed to be university, it shall apply to the Society and become a part of the Society, as per procedure of Societies Registration Act. Thereafter the Society shall follow these Regulations to bring it under ambit of the institution deemed to be university.
- 1.12.16. If the application of an institution deemed to be university for bringing an Institution under its ambit is rejected for any reason whatsoever, the institution deemed to be university shall be eligible to re-apply, but not before two years from the date of the rejection of its earlier such application.

1.13. Joint Programmes:

- 1.13.1. An institution deemed to be university may conduct joint academic programme(s) with other Universities/institutions deemed to be universities in India and abroad with the prior approval of the Commission. The proposed joint programme(s) shall conform to the Acts and Rules of the Commission that shall apply to such programmes from time to time. Provided that no such permission shall be required, the Institution goes for collaboration with industry or for research purposes.
- 1.13.2. There shall be sufficient safeguards so as to protect the interests of the students enrolled in such programmes.
- 1.13.3. The joint programmes shall be subject to mandatory assessment and accreditation.

1.14. Institution Deemed to be University open to All:

1.14.1. Admission and employment in an institution deemed to be university shall be open to all citizens of India regardless of race, religion, cast or creed and the area/place of residence in India.

1.14.2. All policies and procedures, as applicable to the university level institutions of public and privately funded institutions respectively, shall apply to the appropriate category of institutions deemed to be universities.

1.15. Institution Deemed to be University to be Unitary:

Once an institution is declared as “Institution deemed to be university”. it shall be Unitary in nature and shall not affiliate any other institution.

1.16. Reservation Policy:

1.16.1. The institution shall implement the reservation policy in admission and recruitment, in accordance with any Act of Parliament for the time being in force.

1.17. Distance Education:

The institution shall not be allowed to offer courses in the open and distance learning mode. Provided that the Institution which is already offering programmes through open and distance learning mode, with the approval of UGC, shall be permitted to continue such programmes subject to further approval by the UGC.

1.18. Meetings of University Authorities:

The institution deemed to be university shall conduct meetings of all its authorities/ bodies, like Board of Management, Academic Council, etc. at regular intervals as per the Regulations and the minutes of each such meeting shall be displayed in the website of the institution

1.19. Use of the word University:

The Institution shall not use the word 'university' suffixed to its name but may mention the words "deemed to be university" within parenthesis suffixed thereto.

1.20. Prohibition of Use of Certain Words in Nomenclature:

Educational institutions established and controlled by the Central Government alone may prefix the words, "India/National Institute" (either in English or in vernacular) with their respective names. All other institutions are barred from prefixing the words "Indian/National/International Institute" (either in English or in Vernacular) with their respective names.

1.21. Consequences of Violation of Regulations:

1.21.1. The Central Government/Commission shall have the right to cause an inspection of the Institute, be its buildings, laboratories, its examinations, teaching and other work conducted or done by the institution deemed to be university, and to cause an enquiry to be made, if considered necessary by the Central Government/UGC, in respect of any matter of the institution deemed to be university

1.21.2. After conducting an inspection of the institution the Commission on its own or on the basis of any other authentic information or report received from any other reliable source(s) and after considering the explanation submitted by the institution deemed to be university, if the Commission is satisfied that the institution deemed to be university has violated any of the provisions of these Regulations or any directives issued by the Commission, the Commission may direct the concerned institution deemed to be university not to admit new students for the period to be decided by the Commission or reduce the number of students to be admitted for the period to be decided by the Commission and in case of deliberate continuous violation of these Regulations, may advise the Central Government for withdrawal of the declaration notifying the institution as an institution deemed to be university. In the event of such withdrawal of the declaration, the transfer of the entire

movable and immovable properties of the institution deemed to be university shall be governed by the Society Act under which the Institution Deemed to be University is registered. For first violation, the withdrawal may be restricted to one academic session which can be extended up to five academic sessions for repeated violations. However, for serious and deliberate violation, the status of deemed to be university shall be withdrawn permanently. Provided further that the above provisions are not to the exclusion of the provision of any punishment given under Section 24 of the University Grants Commission, Act 1956. If on the winding up or dissolution of the institution deemed to be university there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall be governed by the above provisions.

1.21.3. In the event of the withdrawal of the deemed university status, action shall be simultaneously initiated to protect the interests of the students according to such precedents and practices as applicable or determined for the specific situation.

1.21.4. If an institution deemed to be university wishes to withdraw itself or its constituents from the status of 'institution deemed to be university'. it may do so with the prior permission of the Central Government. Such withdrawal shall take effect only after the last batch of students then enrolled, passes out of the institution deemed to be university.

RULES OF THE INSTITUTE
MODIFIED IN ACCORDANCE WITH
UGC (Institutions Deemed-to-be-Universities) REGULATIONS 2016.

NOORUL ISLAM CENTRE FOR HIGHER EDUCATION
RULES OF THE INSTITUTE

1. Board of Management:

Sl. No.	Name	Address	Occupation	Designation
1.	Dr. R. Perumalsamy	VC Quarters Nooul Islam university Kumaracoil-629 180.	Vice-Chancellor	Chairman
2.	Dr. Salim Shafeek	Lecester Shire, M.M. Road, Calicut.	Nominee of the Sponsoring Society	Member
3.	Dr.N. Chandrashekhar	1065/6 Ganapathy Illam Fourth St., Rajiv Nagar Kovilpatti –628501	Pro Vice- Chancellor	Member
4.	Dr.K.A. Janardhanan	11/42 A, “Rohini”, Ariyambacode, Kulasekharam, Pin:629 161	Dean – Faculty of the Management Studies	Member
5.	Dr.A. Shajin Nargunam	27/60B, Anand Illam Paruthivilai, Marthandam Kanyakumari Dist, Pin- 629 165	Teaching/ Administration	Member
6.	Dr. M.K. Jeya Kumar,	6/33B, RajaLekshmi Nagar, Peruvilai P.o) ParvathiPuram – 629 003.	Dean, Faculty of Computer Science, NICHE.	Member
7.	Dr. J. Amar Pratap Singh	2-253, Kodumkulam, Marthandam P.O -629165.	Teaching/ Administration	Member
8.	Dr.M. Dev Anand	17/150, “Manomer” Kallukoottam Post – 629 808	Professor, Director, Research	Member
9.	Dr. R.S. Vinod Kumar,	Kumarnivas, 443 Kavimani Nagar, Nagercoil – 629 002	Associate Professor, Department of ECE, NICHE.	Member
10.	Dr. P.K. Praseetha,	24, Mela Palla Street, Vadeeswaram, Nagercoil – 629 002.	Teaching/ Administration	Member
11	Mr. J.P. Jayan,	18/71 Valliya Veedu, Kaninjan Code, Villukury Post, K.K.Dist – 629 180.	Assistant Professor, HOD Department of Software Engineering, NICHE	Member

Sl. No.	Name	Address	Occupation	Designation
12	Dr.T. Tamizh chelvam,	Kural Kudil, 56, Udaya Nagar II, NGO New Colony, Tirunelveli 627007	Professor, Department of Mathematics, Manonmaniam Sundaranar University, Tirunelveli – 627 012.	Member
13.	Dr.N. Jawahar,	RRC- 95, Govindasamy Street, Tirunagar, Madurai- 625006	Professor and HOD, Department of Mechanical Engineering, Thiagarajar College of Engineering, Madurai – 625 015.	Member
14.	Dr.C. Samudhra Rajakumar,	13, West Car Street, Chidambaram, Tamil Nadu – 608 001	Professor and HOD, Department of Business Administration, Annamalai University, Annamalai Nagar - 608 002	Member
15.	Dr. P. Thirumalvalavan,		Registrar, NICHE.	

2. Authorities of the Institute:

The following shall be the authorities of the Institute:

- Board of Management
- Academic Council
- Planning and Monitoring Board
- Finance Committee
- Board of Studies
- Research & Development and Consultancy Board
- Such other authorities as may be declared by the Rules to be Authorities of the Institute

1.3. Composition of the Board of Management:

1.3.1. Vice-ChancellorChairperson.

1.3.2. Pro Vice-Chancellor.

1.3.3. Deans of Faculties not exceeding two (by rotation based on seniority).

1.3.4. Three eminent academics as nominated by the Chancellor, who shall have worked at the rank of a professor and shall neither be from the Institute or the sponsoring body nor be their relatives.

1.3.5. A representative of Government (respective Central Government Ministry respective State Government) who shall be an eminent academician not below the rank of a professor, in case the institute is controlled and managed by the Government or receiving grants more than or equal to 50% of its expenditure (based on average of previous three year account) from the Government directly or through its agencies. In all other Deemed to be Universities, the UGC shall nominate a representative. The search Committee will be formed as per the details & procedures as mentioned in Clause 5.0 of Annexure I of these Regulations for selecting the panel of names.

- 1.3.6. Two teachers (from Professors, Associate Professors) by rotation based on seniority
- 1.3.7. One teacher by rotation of the rank of Assistant Professor.
- 1.3.8. Maximum of four nominees of the Sponsoring Society.
- 1.3.9. The Registrar, who shall be the Secretary

The term of the membership of the Board of Management and its powers are as shown in Annexure I of the UGC (Institutions Deemed to the University) Regulations 2016.

1.4. Powers of the Board of Management:

The Board of Management shall be the principal organ of the Management and the principal executive body of the institute and shall have the following powers, namely;

- 1.4.1. To establish, on the advice of the Academic Council, Divisions and Departments for the academic work and functions of the institution deemed to be University and to allocate areas of study, teaching and research to them;
- 1.4.2. To create teaching and academic posts, to determine the number, cadres and qualifications there of as approved by the Commission, and the statutory body concerned and the emoluments of such posts in consultation with the Finance Committee;
- 1.4.3. To appoint such Professors, Associate Professors, Assistant Professors and other academic staff as may be necessary on the recommendation of the Selection Committee;
- 1.4.4. To lay down the duties and conditions of service of the Professors, Associate Professors and Assistant Professors and other academic staff of the institution deemed to be university in consultation with the Academic Council;
- 1.4.5. To provide for appointment of Visiting fellows and Visiting Professors;

- 1.4.6. To create administrative, ministerial and other necessary posts in terms of the cadres laid down and to make appointment thereof in consultation with the Finance Committee;
- 1.4.7. To constitute, for the benefit of the teaching, academic, technical, administrative and other staff, such as pension, insurance, provident fund and gratuity as it may deem fit and aid in the establishment and support of Associations, Institutions, Funds, Trusts and conveyances calculated to benefit the staff and the students of the Institute, wherever necessary;
- 1.4.8. To regulate and enforce discipline among the employees of the institute and to take appropriate disciplinary action, wherever necessary;
- 1.4.9. To entertain and adjudicate upon and, if thought fit, to redress any grievances of the employees and the students of the Institute;
- 1.4.10. To grant leave of absence to the Vice-chancellor and to make necessary arrangement for carrying on his/her functions during the period of his/her absence;
- 1.4.11. To approve the award of Degrees and diplomas based on the results of examinations and tests and to confer, grant or award Degrees, Diplomas, Certificates and other academic titles and distinctions;
- 1.4.12. To fix the emoluments and travelling and other allowances of the examiners, moderators, tabulators and such other personnel appointed for examinations in consultation with the Academic Council and the Finance Committee;
- 1.4.13. To institute Fellowships. including Travel Fellowships, Scholarships, Studentships, Medals and Prizes in accordance with the Rules to be framed for the purpose;
- 1.4.14. To advise the Society on matters regarding acquisition, management and disposal of any immovable property on behalf of the institution deemed to be university.
- 1.4.15. To purchase, take on lease or accept as gift or otherwise any land or buildings or works which may be necessary or convenient for the purpose of the

institution deemed to be university, on such terms and conditions as it may deem fit and proper, and to construct or alter and maintain any such buildings(s) or work(s);

1.4.16. To transfer or accept transfers of any movable property on behalf of the institute; Provided that the Board of Management shall not transfer or alter ownership in any manner whatsoever of any movable or immovable property of the Institute without the approval of the sponsoring Society.

1.4.17. To execute in consultation with the Society, conveyance, transfer Government Securities, re-conveyances, mortgages, leases, bonds, licenses and agreements in respect of the property, movable or immovable, belonging to the institution deemed to be university or to be acquired for the purposes of the institute;

1.4.18. To issue appeals for funds for carrying out the objectives of the institute and consistent with the provisions of the objectives, to receive grants, donations, contributions, gifts, prizes, scholarship, fees and other moneys, to give grants and donations, to award prizes scholarships, etc.;

1.4.19. To raise and borrow in consultation with the Society, money on bonds, mortgages, promissory notes or other obligations or securities founded or based on any of the properties and assets of the institution deemed to be university, or without any securities, upon such terms and conditions as it may think fit and to pay out of the funds of the institution deemed to be university, all expenses incidental to the raising of money and to repay and redeem the money borrowed;

1.4.20. To draw and accept and make and endorse, discount and negotiate Government of India's and other promissory notes, bills of exchange, cheques or other negotiable instruments;

1.4.21. To maintain a fund to which shall be credited;

- a. all moneys provided by the Central or State/UT Government(s) / University Grants Commission;
- b. all fees and other charges received by the institution deemed to be university;

- c. all moneys received by the institution deemed to be university as grants gifts, donations, benefactions, bequest or transfers and
 - d. all moneys received by the institution deemed to be university in any other manner or from any other source;
- 1.4.22. To open account or accounts of the institution deemed to be university with anyone or more scheduled banks and to lay down the procedure for operating the same;
- 1.4.23. To deposit all moneys credited to the funds in scheduled banks or to invest them in consultation with the Finance Committee;
- 1.4.24. To invest the funds of the institution deemed to be university or money entrusted to the institution deemed to be university in or upon such securities and in such manner as it may deem fit and from time to time to transpose any investment;
- 1.4.25. To maintain proper accounts and other relevant records and prepare Annual Statements of Accounts, including the Balance Sheet for every previous financial year, in such form as may be prescribed by the Regulations/Bye-Laws;
- 1.4.26. To Manage, regulate and administer the revenue, the finance, accounts, investments, properties, business and all other administrative affairs of the Institute and for that purpose to appoint such agent or agents as it may deem fit;
- 1.4.27. To provide for building or buildings, premises, furniture, fittings, equipments, appliances and other facilities required for carrying on the work of the Institute;
- 1.4.28. To establish, maintain and manage residencies for faculty and staff and hostels for the students of the institute;
- 1.4.29. To recognise and maintain control and supervision of hostels owned and managed by other agencies for the students of the institute and to rescind such recognition;

- 1.4.30. To appoint such committees for such purpose and with such powers as the Board of Management may think fit and to co-opt such persons on these Committees as it thinks fit;
- 1.4.31. To appoint in order to execute an instrument or transact any business of the institution deemed to be university, any person as attorney of the institute with such powers as it may deem fit;
- 1.4.32. To appoint Auditor(s) for the ensuing year;
- 1.4.33. To select an emblem and to have a common seal for the institution deemed to be university and to provide for the custody and use of such seal;
- 1.4.34. To delegate all or any of its powers to any Committee or sub-Committee constituted by it or the Vice-Chancellor of the Institute or any other person;
- 1.4.35. To conduct all administrative affairs of the institute not otherwise specifically provided for;
- 1.4.36. To take all necessary decisions for the smooth and efficient functioning of the institute.

1.5. Meeting of the Board of Management:

- 1.5.1. The Board of Management shall meet at least four times a year. Not less than 15 days notice shall be given of a meeting of the Board of Management. Eight (8) members shall make the quorum for a Board of Management meeting.
- 1.5.2. Every meeting of the Board of Management shall be presided over by its Chairman and in his/her absence, by a member chosen by the members present, from amongst themselves.
- 1.5.3. Each member of the Board of Management, including its Chairman, shall have one vote and decisions in the meetings of the Board shall be taken by simple majority. In case of a tie, the Chairman shall have a casting vote.

1.5.4. Any business which it may be necessary for the Board of Management to perform may be carried out by circulating appropriate resolutions thereon among its members and any resolution so circulated and approved by a simple majority shall be as effective and binding as if such resolution had been passed at the meeting of the Board.

1.5.5. A copy of the proceeding of each meeting shall be furnished to the Chancellor of the institute as soon as possible after the meeting.

1.6. Termination of Membership:

If a member other than the Vice-Chancellor, and those representing the teachers, accepts a full time appointment in the Institute or does not attend three consecutive meetings of the Board of Management, without proper leave of absence, he/she shall cease to be a member of the Board of Management.

1.7. Constitution of Standing Committee and Ad-hoc Committee by the Board of Management:

1.7.1. Subject to the provision of the Rules of the Institute, the Board of Management may, by resolution, constitute such Standing Committee or Ad hoc Committee or Committees for such purposes and with such powers as the Board may think fit for discharging any function of the institute or for inquiring into, reporting and advising upon any matter of the Institution deemed to be University.

1.7.2. The Board of Management may co-opt such persons on the Standing Committees or Ad-hoc Committees, as it may consider suitable.

1.8. Delegation of Powers of the Board of Management:

The Board of Management may, by a resolution, delegates to the Vice Chancellor or any other officer of the Institute of the Standing Committee or the Ad-hoc Committee such of its powers as it may deem fit subject to the condition that the action taken by the Vice Chancellor or the officer concerned or the Standing Committee or the Ad-hoc Committee concerned in the exercise of the powers so delegated shall be reported at the next meeting of the Board of Management.

1.9. Constitution of Panel :

- 1.9.1. For constituting the panel of names for nominating a UGC representative in the Board of Management under clause 5.7 and in the Finance Committee under clause 3.1. (Annexure-2) of the Regulations, a search Committee shall be constituted by the UGC with the prior approval of the Central Government. Such Search Committee shall be formed every two years.
- 1.9.2. The Government while constituting the Search Committee shall lay down the eligibility criteria of qualification, experience, age, etc. separately for a member to be in the Board of Management and in the Finance Committee on the recommendation of the UGC.
- 1.9.3. The Search Committee shall select a panel of names equal to two times the number of Institutions in which UGC has to give nominees, separately for Board of Management and Finance Committee. The validity of panel of names shall be for two years but the same can be extended with the approval of the Central Government, if Search Committee fails to meet in two years.
- 1.9.4. A person cannot be nominated in more than two Committees either in Board of Management or in Finance Committee.
- 1.9.5. UGC shall select its representative in Finance Committee or Board of Management from the existing approved panel of names provided that such representative should not be associated with the Deemed to be University concerned in any other committee(s) or in other capacity such as faculty, administrative post, etc. in the last five years.
- 1.9.6. A Panel of names for the Board of Management and Finance Committee shall be displayed on the website of Commission along with the details of nomination in the committee.

2.1. Academic Council (AC) :

- 2.1.1. The Academic Council shall be the principal academic body of the institute and shall, subject to the provision of the Rules, have the control over and be responsible for the maintenance of the standards of teaching, research and training, approval of syllabus, co-ordination of research activities, examinations and tests within the institution

deemed to be university and shall exercise such powers and perform such other duties and functions as may be prescribed or conferred upon it by the Rules of the institute.

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

1. Vice Chancellor Chairperson
2. Pro Vice-Chancellor
3. Dean(s) of Faculties
4. Heads of the Departments
5. All Professors other than the Heads of the Departments.
6. Two Associate Professors from the Departments other than the Head of the Department by rotation of seniority.
7. Two Assistant Professors from the Department by rotation of seniority.
8. Three persons from amongst educationists of repute or persons from any other field related to the activities of the Institution deemed to be University who are not in the service of the Institution deemed to be University, nominated by the Vice-Chancellor.
9. Three persons who are not members of the teaching staff, co-opted by the Academic Council for their specialised knowledge.
10. The Registrar who shall be the Secretary of the Academic Council.

2.1.3. Term of Membership:

The term of members other than the ex-officio members shall be two years.

2.1.4. Powers and Functions of the Academic Council:

The Academic Council shall have the following powers and duties, namely;

- 2.1.4.1. To consider matters of academic interest either on its own initiative or at the instance of the Board of Management or those proposed by the departments/ faculties and to take proper action thereon:

- 2.1.4.2. To exercise general supervision over the academic work of the institute and to give direction regarding methods of instruction, evaluation, and improvements in academic standards;
- 2.1.4.3. To promote research within the institute, acquire reports on such researches from time to time;
- 2.1.4.4. To prescribe courses of study leading to degrees and diplomas of the institute;
- 2.1.4.5. To make arrangements for the conduct of examinations in conformity with the Bye-Laws;
- 2.1.4.6. To appoint examiners, moderators, tabulators and such other personnel for different examinations;
- 2.1.4.7. To maintain proper standards of the examinations;
- 2.1.4.8. To recognise diplomas and degrees of universities and other Institutions and to determine equivalence with the diplomas and degrees of the institutions deemed to be university;
- 2.1.4.9. To suggest measures for departmental co-ordination;
- 2.1.4.10. To make recommendations to the Board of Management on:
 - a. measures for improvement of standards of teaching research and training;
 - b. institution of Fellowships, Travel Fellowships, Scholarship, Medals, Prizes etc.;
 - c. to recommend to the Board of Management, the establishment or abolition of departments/ centres; and to frame rules covering the academic functioning of the institute, admissions, examinations, award of fellowships, free-ships, concessions, attendance, discipline, residence etc.

- 2.1.4.11. To appoint sub-committees to advise on such specific matters as may be referred to it by the Board of Management;
- 2.1.4.12. To consider the recommendations of the sub-committees and to take such action (including making recommendations to the Board of Management) as the circumstances on each case may require.
- 2.1.4.13. To take periodical review of the activities of the Departments/Centres and to take appropriate action(including making of recommendations to the Board of Management) with a view to maintaining and improving the standards of instruction.
- 2.1.4.14. To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the rules and bye-laws.

2.1.5. Meeting of the Academic Council:

- 2.1.5.1. The Academic Council shall meet as often as may be necessary but not less than three times during an academic year. Not less than 15 days notice shall be given of a meeting of the Academic Council.
- 2.1.5.2. One third of the total number of members of the Academic Council shall constitute the quorum for the meeting of the Academic Council.
- 2.1.5.3. Each member, including its Chairman, shall have one vote and decisions at the meeting of the Academic Council shall be taken by simple majority. In case of a tie, the Chairman shall have a casting vote.
- 2.1.5.4. Any business which it may be necessary for the Academic Council to perform, except such as may be placed before its meeting, may be carried out by circulation of the resolution among all its members and the resolution so circulated and approved by the simple majority shall be effective and binding as if such resolution had been passed in the meeting of the Academic Council, provided that at least one half of the total number of the members of the Academic Council have recorded their views on the resolution.

3. Planning & Monitoring Board:

- 3.1. The Planning & Monitoring Board shall be the principal Planning Body of the institution deemed to be university and shall be responsible for the monitoring of the development programmes of the Institute.
- 3.2. The Vice-Chancellor shall be the Chairman of the Planning & Monitoring Board. The Registrar shall be its Secretary. It may include seven internal members and three outside eminent experts, including one nominee of the UGC.
- 3.3. The constitution, powers and functions of the Planning & Monitoring Board shall be prescribed by the Rules.
- 3.4. The Planning & Monitoring Board would have the right to advise the Board of Management and the Academic Council or any matter which it considers necessary for the fulfillment of the objectives of the institute.
- 3.5. The recommendations of the Planning & Monitoring Board shall be placed before the Board of Management for consideration and approval. Proposals relating to the academic matters may be processed through the Academic Council.

4. Finance Committee (FC):

- 4.1. Composition of the Finance Committee:
The Finance Committee shall consist of the following members:
 - i. Vice Chancellor – Chairperson.
 - ii. Pro Vice-Chancellor.
 - iii. A person nominated by the Society.
 - iv. Two nominees of the Board of Management, one of whom shall be a member of the Board.
 - v. The UGC shall nominate a representative. The UGC will nominate its representative from a panel of names selected through a Search Committee. The Search Committee will be formed as per the details & procedures as mentioned in Clause 5.0 of Annexure I of the UGC Regulation 2016 for selecting the panel of names.

- vi. A representative of the State Government, in case the institution deemed to be university is receiving grants from the State Government.
- vii. Finance Officer-Secretary.

4.2. Terms of Office of the Finance Committee:

All members of the Finance Committee other than ex-officio members shall hold office for a term of three years.

4.3. Powers and Functions of the Finance Committee:

- 4.3.1. To consider the annual accounts and financial estimates of the institution deemed to be university and submit them to the Board of the Management for approval;
- 4.3.2. To consider and recommend the annual budget and revised estimates to the Board of Management;
- 4.3.3. To fix limits of the total recurring expenditure and the total non-recurring expenditure of the year based on the income and resources of the institution deemed to be university.

4.4. Meetings of the Finance Committee:

The Finance Committee shall meet at least twice a year to examine the accounts and to scrutinise proposals for expenditure. Five members shall constitute the quorum for the meeting.

5. Board of Studies:

- 5.1. There shall be one Board of Studies for each Department of the institution deemed to be university.
- 5.2. The Board of Studies of each Faculty/Department shall consist of:
 - 5.2.1. Dean of faculty/Head of the Department-Chairperson
 - 5.2.2. All Professors of the Faculty/Department
 - 5.2.3. Two Associate Professors of the Faculty/Department by rotation of seniority
 - 5.2.4. Two Assistant Professors of the Faculty/Department by rotation of seniority

5.2.5. Not more than 2 persons to be co-opted for their expert knowledge including those belonging to the profession or industry concerned

5.3. The powers and functions of the Board of Studies shall be prescribed by the Institute.

6. Selection Committee:

6.1. There shall be a Selection Committee for making recommendations to the Board of Management for appointment to the post of Professors, Associate Professors, Assistant Professors and such other posts as may be prescribed in accordance with the UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010 as amended from time to time.

6.2. Every Selection Committee shall be constituted in accordance with the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education, 2010 as amended from time to time.

6.3. Meetings of the Selection Committee:

6.3.1. The meetings of the Selection Committees shall be convened by the Chairman of the Selection Committee as and when necessary.

6.3.2. Four members of the Selection Committee consisting of at least two experts shall form the quorum.

6.3.3. If the Board of Management is unable to accept the recommendations of the Selection Committee, it shall record its reasons thereof and require an appropriate review by a high power committee.

7. Board of Research, Development and Consultancy:

The Research, Development and Consultancy Board shall be responsible for the enhancement of the Research and Consultancy activities of the Institute.

7.1. Composition

- | | | |
|---|---|--------------------|
| i. Vice- Chancellor | - | Chairman |
| ii.. Deans of Schools | - | Members |
| iii. Director Research | - | Member – Secretary |
| iv. Three External Experts nominated by
the Chancellor | - | Members |
| v. Registrar | - | Special Invitee |

7.2. Powers and Functions:

- 7.2.1. To formulate the regulations and procedures for Research, Development and Consultancy Programmes.
- 7.2.2. To identify Research and Development thrust areas within the frame work of vision and Mission of the Institute.
- 7.2.3. To finalise Research and Development tie-ups with National and International bodies.
- 7.2.4. To plan, initiate, review and oversee the research activities .
- 7.2.5. To evolve and implement multi-Institution and multi-disciplinary Programmes, utilising the infrastructure and resources of the Institute gainfully.
- 7.2.6. To administer the Doctoral Programme through the Registrar of the Institute.

8.1. Terms of membership:

The term of office of the external experts nominated by the Chancellor shall be three years. In the case of other members, the term of office shall be synchronous with their tenure in the designated positions.

8.2. Meetings of the Board of Research, Development and Consultancy:

The Board shall meet at least two times a year to encourage pro-active participation of faculty in Research and Consultancy.

One third of the total number of members of the Board of Research, Development and Consultancy shall constitute the quorum for the meeting.

9.1. Officers of the institution deemed to be university:

The following shall be the officers of the institution deemed to be university:

- a. Chancellor
- b. Pro Chancellor
- c. Vice-Chancellor
- d. Pro Vice-Chancellor
- e. Registrar
- f. Controller of Examinations
- g. Finance Officer
- h. Directors
- i. Deans of the Faculties
- j. Heads of the Departments
- k. Such other officers as may be prescribed in the Rules of the institute deemed to be university.

9.2. Chancellor & Pro Chancellor:

9.2.1. Chancellor: The institute shall have a Chancellor who shall, when present, preside over the convocation of the institution deemed to be university but shall not be the Chief Executive Officer. The Chancellor, who will be appointed by the sponsoring Society, shall hold office for a period of 5 years and shall be eligible for one more term. Where power is conferred upon the Chancellor to nominate persons to authorities, he/she shall, to the extent necessary, nominate persons to represent the various interests for the furtherance of the objectives of the institutions deemed to be university.

9.2.2. Pro-Chancellor: The Sponsoring body of the Institution deemed to be University may also appoint a person as a Pro-Chancellor, whose role would be limited to carrying out the tasks assigned to the Chancellor in these Regulations, when the latter is not available for carrying out the same. The Pro-Chancellor, if so appointed, shall hold office for a period co-terminus to that of the Chancellor and shall be eligible to hold the post for maximum two terms.

9.3. Vice-Chancellor:

The Vice-Chancellor shall be a whole time salaried officer of the Institution Deemed to be University and shall be appointed by the Chancellor from a panel of three names suggested by a Search-cum-Selection Committee.

Persons of the highest level of competence, integrity, morals and institutional commitment shall be appointed as the Vice-Chancellor. The Vice-Chancellor to be appointed shall be a distinguished academician, with a minimum of ten years of experience as Professor in a University system or ten years of experience in an equivalent position in a reputed research and/or academic administrative organisation.

The procedure/composition of Search-cum-Selection-Committee (SCSC) for selection of Vice-Chancellor shall be as under:

In case, where Management Control of an Institute is with the central Government or the State Government, the Vice-Chancellor shall be appointed in accordance with the procedure laid down by the Central Government or the State Government, as the case may be.

In case, where the funding of the Institute by the Government or by its Agencies is more than or equal to 50% of its expenditure (based on a average of previous three year account) the composition of Search-cum-Selection-Committee shall be as under:

- a. A nominee of Chancellor
- b. A nominee of the Central Government; who shall be an eminent academic nominated by the Government in consultation with UGC
- c. A nominee of the Board of Management

In case, where funding is less than 50% of its expenditure, the composition of Search-cum-Selection Committee shall be as under:

- a. A nominee of the Chancellor, who shall be the Chairperson of the Committee
- b. A nominee of the Chairman, University Grants Commission

- c. A nominee of the Board of Management of the Institution Deemed to be University

The Vice-Chancellor shall hold office for a term of 5 years. He shall be eligible for a second term, provided that in no case shall he hold office beyond the age of 70 years.

Provided that notwithstanding the expiry of the period of 5 years, he/she may continue in office for not more than six months or till his/her successor is appointed and the latter assumes office, whichever, is earlier.

In case of the office of the Vice-Chancellor becoming vacant due to death, resignation or otherwise and in case of his/her absence due to illness or any other cause, the Pro-Vice-Chancellor, and in his/her absence, the Senior most Professor shall perform the duties of the Vice Chancellor until a new Vice-Chancellor is appointed or the existing Vice-Chancellor resumes duties, as the case may be.

The Vice-Chancellor shall not be a member of the sponsoring or managing Society and/or a close relative of the President or members of the sponsoring or managing society.

9.4. Power of the Vice-Chancellor:

- 9.4.1. The Vice-Chancellor shall be the Principal Executive Officer of the institution deemed to be university and shall exercise general supervision and control over the affairs of the institution deemed to be university and shall be mainly responsible for implementation of the decisions of all the authorities of the Institution deemed to be University.
- 9.4.2. The Vice-Chancellor shall be the Ex-officio Chairman of the Board of Management, the Academic Council, the Finance Committee, the Planning & Monitoring Board and Selection Committees and Board of Research and Consultancy.
- 9.4.3. The Vice-Chancellor shall have the power to convene or cause to be convened meeting of the various authorities of the institution deemed to be university.

9.4.4. The Vice-Chancellor may, he/she is of the opinion that the immediate action is called for on any matter, he/she shall exercise any power conferred upon any authority of the institution deemed to be university under its Regulations and Rules, and take such action or proceed to take such action and shall report to the authority concerned on the action taken by him/her on such matters.

Provided that if the authority concerned as mentioned in clause (ii) above is of the opinion that such action ought not to have been taken, it may refer the matter to the Chancellor whose decision thereon shall be final.

Provided further that if any person in the service of the institution deemed to be university is aggrieved by the action taken by the Vice-Chancellor under the said clause, he/she shall have the right to appeal against such decision of the Board of Management within 30 days from the date on which such action is communicated to him/her and thereupon the Board of Management shall call the meeting, in a subsequent meeting and may confirm, modify or reverse the action taken by the Vice-Chancellor.

9.4.5. It shall be the duty of the Vice-Chancellor to ensure that the Regulations and Rules of the institute are duly observed and implemented; and, he/she shall have all the necessary powers in this regard.

9.4.6. All powers relating to the proper maintenance and discipline of the institute shall be vested in the Vice-Chancellor.

9.4.7. The Vice-Chancellor shall have the power to re-delegate some of his powers to any of his/her subordinate officers with the concurrence and approval of the Board of Management.

9.4.8. The Vice-Chancellor shall exercise all other powers as may be delegated to him/her by the Board of Management.

9.4.9. The Vice-Chancellor shall exercise such other powers and perform such other functions as may be prescribed by the Regulations, Rules and Bye-Laws.

9.5. Removal of Vice-Chancellor :

If the Vice-Chancellor of the Institute does not have the qualification as required under these Regulations and also UGC Regulations on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and colleges and Measures for the Maintenance of Standards in Higher Education, 2010 as amended from time to time or not appointed as per the procedure stipulated in these Regulations or has committed any financial/administrative impropriety, the Vice-Chancellor can be removed on the recommendations of an Enquiry Committee constituted by the Chairman UGC, after due process. The Commission based on the report of the Enquiry Committee will give direction to the Chancellor to remove the Vice-Chancellor. However, in case of Government controlled Institutions, the Commission will send its advice regarding removal of Vice-Chancellor to respective Ministries in Government of India/State Government/UT Government.

9.6. Pro Vice-Chancellor:

9.6.1. The post of the Pro Vice-Chancellor may be created with the approval of the Board of Management.

9.6.2. The Pro Vice-Chancellor shall be appointed by the Board of Management on the recommendation of the Vice-Chancellor.

9.6.3. The Pro Vice-Chancellor shall hold office co-terminus with the office of the Vice -Chancellor and at the pleasure of Vice-Chancellor.

9.6.4. The Pro Vice-Chancellor shall have the powers and duties as prescribed by the Rules of the Institute.

9.7. Registrar:

9.7.1. The Registrar shall be a whole time salaried officer of the institution deemed to be university and shall be appointed by the Board of Management on the recommendations of the Selection Committee consisting of the following:

1. Vice-Chancellor – Chairperson
2. One nominee of the Chancellor
3. One nominee of the Board of Management.
4. One expert appointed by the Board of Management who is not an employee of the Institute.

9.7.2. The emoluments and other terms and conditions of service of the Registrar shall be as prescribed by Rules of the Institute.

9.7.3. When the office of the Registrar is vacant or when the Registrar is absent by reason of illness or any other reason, the duties and functions of the Registrar shall be performed by such other person as the Vice-Chancellor may appoint for the purpose.

9.7.4. The Registrar shall be the ex-officio Secretary of the Board of Management, the Academic Council and the Planning and Monitoring Board but shall not be deemed to be a member of any of these authorities.

9.7.5. The Registrar shall be directly responsible to the Vice-Chancellor and shall work under his direction.

9.7.6. The following shall be the duties of the Registrar:

9.7.6.1. To be the custodian of the records and the funds and such other property of the institution deemed to be university as the Board of Management may commit to his/her charge;

9.7.6.2. To conduct the official correspondence on behalf of the authorities of the institution deemed to be university;

9.7.6.3. To issue notice convening meeting of the authorities of the institution deemed to be university and all Committees and sub-Committees appointed by any of these authorities;

9.7.6.4. To maintain the minutes of the meeting of all the authorities of the institution deemed to be university and of all the Committees and sub-committees appointed by any of these authorities;

- 9.7.6.5. To make arrangements for and supervise the examinations conducted by the institution deemed to be university;
- 9.7.6.6. To represent the institute in suits or proceedings by or against the institution deemed to be university, sign powers of attorney and perform pleadings or depute his/her representatives for this purpose;
- 9.7.6.7. To enter into agreement, sign documents and authenticate records on behalf of the institution deemed to be university;
- 9.7.6.8. To make arrangements to safeguard and maintain the buildings, gardens, office, canteen, cars and other vehicles, laboratories, libraries, reading rooms, equipment and other properties of the institution deemed to be university;
- 9.7.6.9. To perform such other duties as may be specified in the Rules or as may be assigned by the Board of Management or the Vice-Chancellor from time to time.

9.8. Finance Officer:

- 9.8.1. The Finance Officer shall be a whole time salaried officer of the institution deemed to be university and shall be appointed by the Board of Management.
- 9.8.2. The emoluments and other terms and conditions of service of the Finance Officer shall be as may be prescribed by Rules of the institution deemed to be university.
- 9.8.3. The Finance Officer shall work under the direction of the Vice-Chancellor and shall be responsible to the Board of Management through the Vice-Chancellor.
- 9.8.4. He/she shall be responsible for the preparation of annual budget, estimates and statements of account for submission to the Finance Committee and the Board of Management.

9.8.5. He/she shall be responsible for the management of the funds and investments of institute, subject to the control of Board of Management.

9.9. Controller of Examinations:

9.9.1. The Controller of Examinations shall be appointed by the Board of Management.

9.9.2. The emoluments and other terms and conditions of service of the Controller of Examination shall be as may be prescribed by Rules of the Institute.

9.9.3. The Controller of Examinations shall ensure that all the specific direction of the Board of Management, Academic Council and Vice-Chancellor in respect of examination and evaluation are complied with.

9.9.4. The Controller of Examinations shall be a permanent invitee of the Board of Management.

9.10. Directors:

There shall be Directors to look after Human Research Management, Academic affairs, Entrance Examinations, Admissions, Computing Centre and Administration, Projects, Grievance Cell, Industry–Institute Collaboration, Research, Students Affairs, Innovations and such other matters, field of activity as the Board of Management may deem fit.

9.10.1. The Director shall be appointed by the Vice–Chancellor from among the Heads of the Departments / Senior Professors.

9.10.2. The term of appointment of the Directors shall normally be 3 years and he/she shall be eligible for reappointment.

The powers and functions of the Directors shall be prescribed by the Board of Management from time to time.

9.11. Dean:

The Departments dealing with allied subjects could be grouped into faculties. Each faculty may be headed by a Dean.

9.11.1. There shall be a Dean for each of the faculty in the Institute who shall be appointed by the Vice – Chancellor from among the Heads of the Departments / Senior Professors.

9.11.2. The term of appointment of the Dean shall normally be 3 years and he/she shall be eligible for reappointment.

9.11.3. The powers and functions of the Dean shall be as prescribed by the Rules and the By-laws of the Institute.

3.12. Head of the Department:

3.12.1. There shall be a Head of the Department for each of the Departments in the Institute who shall be appointed by the Vice-Chancellor 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 Vice-Chancellor may appoint an Associate Professor as the Head of the Department.

3.12.2. The term of the Head of the Department shall normally be 3 years and he/she shall be eligible for reappointment.

3.12.3. The powers and functions of the Head of the Department shall be prescribed by Bye - laws of the institution deemed to be university.

9.13. Delegation of Power:

Subject to the provision of these Regulations and Rules, any authority or officer of the institution deemed to be university, with the approval of Board of Management, may delegate its power to any other authority or officer or person under their respective control and subject to the conditions that the overall responsibility for exercising the powers so delegated shall continue to rest in the authority or officer delegating such powers.

9.14. Seniority List:

- 9.14.1. Whenever in accordance with these Rules any person is to hold an office or to be a member of an authority of the Institution deemed to be University by rotation of seniority, such seniority shall be determined according to the length of the continuous service of such person in the grade in the institution deemed to be university in accordance with such other principles as the Board of Management may from time to time prescribe.
- 9.14.2. It shall be the duty of the Registrar to prepare and maintain in respect of each class/cadre of persons to whom the provisions of these Rules apply a complete and up-to-date seniority list in accordance with the provisions of the foregoing clause.
- 9.14.3. If two or more persons have equal length of continuous service in a particular grade/cadre or the relative seniority of any person or persons is in doubt, the Registrar may on his/her own notion and shall at the request of any such person, submit the matter to the Board of Management whose decision shall be final and binding.

9.15. Dispute as to the Membership:

If any question arises, whether any person has been duly nominated or appointed, as or is entitled to be a member of any authority or any committee of the institution deemed to be university, the matter shall be referred to the Chancellor, whose decision thereon shall be final and binding.

9.16. Grievance Redressal Mechanism:

For individual grievances and complaints, every institution deemed to be university shall have a Grievance Redressal Mechanism as may be prescribed by the UGC.

9.17. Special Provisions:

- 9.17.1. Every Institution Deemed to be University shall have the following special provisions as per UGC norms:-

- i. Anti Ragging cell
- ii. Anti Discrimination Cell
- iii. Gender Sensitisation Cell
- iv. Internal Complaints Committee for prevention of Sexual Harassment
- v. Barrier Free access in all places

9.17.2. Institutes shall be allowed to take credits earned from other institutions under Choice Based Credit System as per the norms of UGC.

9.17.3. Institute shall review the syllabus every three years keeping in view the developments in the domains of knowledge.

9.17.4. Institute shall adhere to all the Rules, Regulations, Norms, Guidelines, Directions, etc. issued/notified by the UGC/Government of India from time to time.

9.17.5. The Commission can issue directions to an Institute for implementation of any law or Government Policy or in case of any law or policy.

9.18. Resignation:

Any member other than an ex-officio member of any authority may resign by a letter addressed to the Registrar and the resignation shall take effect as soon as it is accepted by the Chancellor or the Chairman of the Board of Management, as the case may be.

9.19. Acting Chairman of the Meetings:

where no provision is made for a Chairman to preside over a meeting of an authority of the institution deemed to be university or any committee of such authority, or if the Chairman so provided is absent, the members present may select one from amongst themselves to preside at such meeting.

9.20. Validation of certain actions, decisions:

No action or proceedings of any authority or anybody or any committee of the institution deemed to be university shall be invalid merely by reason of any vacancy therein.

9.21. Disqualification:

9.21.1. A person shall be disqualified for being chosen as and for being a member of any of the authorities of the institution deemed to be university:

- i. If he/she is of unsound mind
- ii. if he/she is an un-discharged insolvent
- iii. if he/she has been convicted by a court of law of an offence involving moral turpitude.
- iv. he/she has not been appointed as per the provisions of UGC Regulations.

9.21.2. If any question arises as to whether a person is or has been subjected to any disqualifications mentioned above, the question shall be referred for decision to the Chancellor and his decision shall be final.

9.22. Filling of Casual Vacancies:

Casual vacancies among the members (other than ex-officio members) of any authority or any Committee of the institution deemed to be university shall be filled as soon as it may be convenient by the such authority of the person who appointed or co-opted the member whose place has become vacant and the person appointed or co-opted to a casual vacancy shall be member of such authority or committee for the residual term for which the person whose place he/she fills would have been a member.

9.23. Review of the Academic Activities of the institution deemed to be university:

The functioning of the institution deemed to be university may be reviewed after a period of every 5 years or earlier if necessary, by a Committee appointed by the Commission.

9.24. Inspection of the institute by the Commission:

- 9.24.1. The Commission may cause an inspection, to be made by such persons as it may direct, of the institute, its buildings, fixtures and fittings, laboratories and equipment as also examinations, teaching and other work carried on or done and, if necessary, to cause an inquiry to be made in respect of any matter connected with the administration or finances of the institution deemed to be university.
- 9.24.2. The Commission shall, in every case, give notice to the institute of its intention to cause an inspection or inquiry to be made and on receipt of such a notice, the institution deemed to be university shall have the right to make such representations to the Commission as it may consider necessary.
- 9.24.3. Where an inspection or inquiry has been caused to be made by the Commission, the institute shall be entitled to appoint a representative who shall have the right to be present and to be heard at such inspection or inquiry.
- 9.24.4. The Commission may communicate the result of such inspection or inquiry together with such advice as it may be pleased to offer as to the action to be taken by the institution deemed to be university to the Vice-Chancellor who shall communicate the same to the Board of Management.
- 9.24.5. The Board of Management shall give proper consideration to the said communication regarding the result of inspection or inquiry and the proposals for action by the institution and communicate to the Commission the action, if any, which it proposes to take or has taken upon the result of such inspection or inquiry.
- 9.24.6. Where the Board of Management does not, within a reasonable time, take any action to the satisfaction of the Commission, the Commission may, after giving due consideration to the explanation furnished or representation made by the Board of Management to it, issue such directions as it may think fit and the Board of Management shall comply with such directions.

9.25. Income and Property of the institution deemed to be university to be utilised for its objectives only:

The income and property of the institution deemed to be university shall be utilised solely for promoting the objectives of the Institute.

9.26. Ban on payment or transferring of Income and Property of the institution deemed to be university by way of profit:

No portion of the income and property of the institution deemed to be university shall be paid or transferred directly or indirectly, by way of dividend, bonus or otherwise however by way of profit to the persons who were at any time or are members of the institute to any of them or any persons claiming through them, provided that nothing herein contained shall prevent the payment in good faith of remuneration to any member thereof or other person as consideration for any service rendered to the institute or for travelling or other allowances and such other charges.

9.27. Funds, Accounts, Audits and Annual Report:

9.27.1. The accounts of the institution deemed to be university shall be maintained in the name of the institution and not in the name of the sponsoring Society. The accounts of the institution deemed to be university shall be kept in such forms as may be laid down by the Board of Management and shall conform to the rules, if any, prescribed by the Commission. The accounts of institutions shall be open for examination by the Controller and Auditor General of India. The accounts shall also be open for inspection by the Commission.

9.27.2. The annual financial statements and accounts shall be audited by the Chartered Accountant of the institution. Provided that in case of reasonably credible reports being received of financial impropriety or of embezzlement or of illegal diversion of funds from the accounts of the University/Managing Society or of fees being collected against the provision of the regulations, then the Commission may order an additional audit to be done by a Chartered Accountant selected by the Commission and take further action deemed fit under the Regulations based on the audit report.

9.27.3. Annual Reports and the Audit Reports shall be submitted by the institute to the Commission within nine months of the closure of the accounting year.

10. Bye - Laws:

Subject to the provisions of the Regulations and Rules of the University Grants Commission the Board of Management shall, in addition to all the powers vested in it, have the power to frame Bye-Laws which may provided for all or any of the following matters:-

- 10.1. Establishment of Departments of teaching;
- 10.2. Courses of study to be laid down for all degrees, diplomas and certificates of the Institution deemed to be University;
- 10.3. Grant of academic awards (such as degree and diplomas)and distinctions;
- 10.4. Admission of students to the Institution deemed to be University and their enrolment as such;
- 10.5. The fees to be charged for courses of study and for admission to the examinations, degrees, diplomas and certificates of the Institution deemed to be University;
- 10.6. Conduct of examinations, appointment of examiners and approval and publication of results thereof;
- 10.7. Institution of award of fellowships, scholarships, studentships, medals and prizes and prescription of the conditions thereof;
- 10.8. Maintenance of discipline among the students;
- 10.9. Maintenance of discipline among the employees;
- 10.10 Establishment of halls of residence and conditions of residence and health of the students;

- 10.11. Classification, emoluments, method of appointment and determination of the terms and conditions of service of the staff;
- 10.12. Such other powers, functions and duties of the Academic Council as are not mentioned elsewhere;
- 10.13. Constitution, powers and functions of the Planning & Monitoring Board;
- 10.14. Powers and functions of the Board of Studies;
- 10.15. Composition, powers and functions of the Grievance Redress Mechanism;
- 10.16. Prescribing persons as such other officers of the institution deemed to be university;
- 10.17. Such other powers as such functions of the Vice-Chancellor as are not specified elsewhere;
- 10.18. Emoluments, terms and conditions of service of the Register;
- 10.19. Emoluments, terms and conditions of service of the Finance Officer;
- 10.20. Constitution of pension, provident fund, insurance etc for the benefit of the officers, teachers, and the other staff;
- 10.21. Establishment of special centers;
- 10.22. Creation, Composition and Functions of any committees or body, which is considered necessary for the work of the institution deemed to be university;
- 10.23. Procedure for preparation and submission of budget estimates;
- 10.24. Procedure for convening of meeting of any authority or committee;
- 10.25. Laying down of procedures to be observed of the institution deemed to be university
- 10.26. Delegation of powers to any authority or officer;

10.27. All other matters by this Regulation or the Rules may be provided but no rule shall be made affecting the condition of residence, health, discipline, admission, enrolment of students, conditions, mode of appointments, duties of examiners, conduct of and standard of examinations or any course of study without consulting the Academic Council.

11.1. Interpretation Clause:

In the event of conflict of opinion with regard to interpretation of Regulations or the Rules of the Commission the opinion of the Commission shall be final

11.2. Legal Proceedings:

11.2.1. For the purpose of Section 6 of the Societies Registration Act, 1860/1975 the person in whose name the institution deemed to be university may sue or be sued shall be the Registrar.

11.2.2. No suit or legal proceedings shall lie against the Central Government or the Commission or the institution or an officer of the institution deemed to be university or a member of the authority of the institution deemed to be university in respect of anything done or purported or intended to be done in pursuance of any of these Regulations.
