

उत्तर प्रदेश शासन

उच्च शिक्षा अनुभाग-1

संख्या-1260/सत्तर-1-2019-20(1)/2019 टी0सी0

लखनऊ : दिनांक : 25 अक्टूबर, 2019

विज्ञप्ति

उत्तर प्रदेश में निजी विश्वविद्यालयों की स्थापना करने और विद्यमान निजी विश्वविद्यालयों को निगमित करने तथा उनके कृत्यों को विनियमित करने और उससे सम्बन्धित या आनुवंशिक विषयों की व्यवस्था करने हेतु 'उत्तर प्रदेश निजी विश्वविद्यालय, अधिनियम, 2019' (उत्तर प्रदेश अधिनियम संख्या 12 सन् 2019) का प्रख्यापन विधायी अनुभाग-1 की अधिसूचना संख्या 1451/79-वि0-1-19-1(क) 11-19 दिनांक 06 अगस्त, 2019 द्वारा किया गया है। उक्त अधिनियम दिनांक 01 सितम्बर, 2019 से प्रवृत्त हो चुका है। अधिनियम <http://uphed.gov.in> पर उपलब्ध है।

2- 'उत्तर प्रदेश निजी विश्वविद्यालय अधिनियम, 2019' की धारा 34 के अन्तर्गत परिनियम बनाने की शक्तियों और परिनियम से आच्छादित विषयों का उल्लेख है। उपरोक्त प्राविधान के अन्तर्गत प्रथम परिनियमावलि का कार्यपरिषद् द्वारा बनायी जायेगी और राज्य सरकार को उनका अनुमोदन किये जाने हेतु प्रस्तुत किया जायेगा। राज्य सरकार विश्वविद्यालय द्वारा प्रस्तुत की गयी प्रथम परिनियमावली पर विचार करेगी और इसकी प्राप्ति के दिनांक से 03 माह के भीतर अनुमोदित करेगी। यदि राज्य सरकार उपरोक्त उल्लिखित समय के भीतर तत्सम्बन्ध में प्राप्त आपत्तियों को अनुमोदित नहीं करती है अथवा उन्हें विश्वविद्यालय को संसूचित नहीं करती है, तो इस प्रकार प्रस्तुत की गयी परिनियमावली अनुमोदित समझी जायेगी।

3- उपरोक्त अधिनियम, 2019 के प्राविधानों के अन्तर्गत निजी विश्वविद्यालयों की परिनियमावलियों में बनाये गये परिनियमों में मौलिक बिन्दुओं पर एकरूपता स्थापित करने तथा राज्य सरकार द्वारा उन्हें एकरूपता के आधार पर अनुमोदित किये जाने के दृष्टिगत एक 'Model First Statutes' का आलेख्य तैयार किया गया है। 'Model First Statutes' नितान्त निजी विश्वविद्यालयों के संज्ञानार्थ एवं तदनुसार उसका उपयोग अपने विश्वविद्यालय की प्रथम परिनियमावली तैयार किये जाने के उद्देश्य से इस विज्ञप्ति के साथ संलग्न कर प्रेषित किया जा रहा है।

4- 'Model First Statutes' के आलेख्य में सम्मिलित किये गये प्राविधान यद्यपि उपरोक्त अधिनियम के प्राविधानों के अन्तर्गत सम्मिलित किये गये हैं किन्तु प्रस्तावित आलेख्य में निजी विश्वविद्यालयों के मत, यदि कोई हों, प्राप्त करने एवं प्राप्त सुझावों को आवश्यकतानुसार आलेख्य में सम्मिलित किये जाने पर विचारोपरान्त 'Model First Statutes' को तदनुसार तैयार करने के पश्चात निजी विश्वविद्यालयों को इस आशय से उपलब्ध कराया जायेगा कि तदनुसार ही अपने परिनियमों का आलेख्य तैयार कराकर शासन के अनुमोदन हेतु उपलब्ध करायें।

5- यह विज्ञप्ति 'Model First Statutes' के आलेख्य साथ उत्तर प्रदेश राज्य उच्च शिक्षा परिषद्, लखनऊ की वेबसाइट <http://uphed.gov.in/council> पर उपलब्ध है। इस सम्बन्ध में उच्च शिक्षा विभाग के अधीन स्थापित समस्त निजी विश्वविद्यालयों के मत ई-मेल [upshec@gmail.com](mailto:upshec@gmail.com) पर आमंत्रित किये जाते हैं।

इस सम्बन्ध में यह भी अवगत कराना है कि 'Model First Statutes' के आलेख्य के सम्बन्ध में विचार-विमर्श हेतु मा0 उप मुख्यमंत्री, उत्तर प्रदेश की अध्यक्षता में दिनांक 31.10.2019 को अपराह्न 01:00 बजे सभा कक्ष संख्या-84, नवीन भवन, उत्तर प्रदेश सचिवालय, लखनऊ में एक बैठक आयोजित की गयी है। उक्त बैठक में प्रतिभाग करने हेतु समस्त निजी विश्वविद्यालय, उत्तर प्रदेश के कुलाधिपति/अध्यक्ष/कुलपतिगण आमंत्रित हैं।  
संलग्नक-यथोपरि।

आज्ञा से,

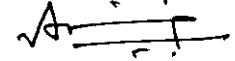
डॉ0 अमित भारद्वाज  
संयुक्त सचिव

संख्या-1260(1)/सत्तर-1-2019-तद्दिनांक

विज्ञप्ति की प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित:-

- 1- कुलाधिपति/अध्यक्ष/कुलपति, समस्त निजी विश्वविद्यालय, उत्तर प्रदेश।
- 2- प्रेसिडेंट, प्राइवेट यूनिवर्सिटीज आफ उत्तर प्रदेश वेलफेयर एसोसिएशन, प्लॉट नं0-1, सेक्टर 17 ए, यमुना एक्सप्रेस वे, ग्रेटर नोएडा, उत्तर प्रदेश।
- 3- अपर सचिव, उत्तर प्रदेश राज्य उच्च शिक्षा परिषद्, इंदिरा भवन, लखनऊ को इस आशय से प्रेषित कि उत्तर प्रदेश राज्य उच्च शिक्षा परिषद् की वेबसाइट पर आज ही प्रदर्शित करने का कष्ट करें तथा निर्धारित अवधि में परिषद् की ई-मेल पर प्राप्त सुझावों को संकलित कर शासन को उपलब्ध करायें।
- 4- निजी सचिव, मा0 उप मुख्यमंत्री, उत्तर प्रदेश।
- 5- निजी सचिव, अपर मुख्य सचिव/सचिव/विशेष सचिवगण, उच्च शिक्षा विभाग, उत्तर प्रदेश शासन।

आज्ञा से,



(डॉ0 अमित भारद्वाज)  
संयुक्त सचिव

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## DRAFT MODEL FIRST STATUTES

Under clause 34 of the Uttar Pradesh Private Universities Act, 2019

Statutes	Description
<b>PRELIMINARY</b>	
1	Short Title, Scope and Commencement
2	Definitions
3	Seal, Flag, Anthem etc. of the University
4	Academic Calendar of the University
<b>OFFICERS OF THE UNIVERSITY</b>	
5	Appointment, Powers and Functions of the Chancellor / President
6	Appointment, Powers and Functions of the Pro Chancellor/Vice-President
7	Appointment, Powers and Functions of the Vice- Chancellor
8	Appointment, Powers and Functions of the Pro Vice- Chancellor
9	Appointment, Powers and Functions of the Registrar
10	Appointment, Powers and Functions of the Deans of Faculties
11	Appointment, Powers and Functions of the Dean of Students Affairs
12	Appointment, Powers and Functions of the Directors
13	Appointment, Powers and Functions of the Controller of Examinations
14	Appointment, Powers and Functions of the Chief Proctor
15	Appointment, Powers and Functions of the Finance Officer
16	Appointment, Powers and Functions of the Head of Department
<b>BODIES OF THE UNIVERSITY</b>	
17	The Sponsoring Body
18	The Governing Body
19	The Executive Council
20	The Academic Council
21	The Finance Committee
22	The Planning Board
23	Board of Faculty, Board of Studies, Admissions Committee, Examinations Committee and other Authorities of the University
<b>TEACHERS AND EMPLOYEES OF THE UNIVERSITY</b>	
24	Minimum Qualifications of Teachers
25	The appointment of Teachers of the University and other academic and administrative staff;
26	The conditions of service of Employees
27	Disciplinary Action against Teachers of The University
28	Disciplinary action against Non-Teaching Employees
<b>MISCELLANEOUS PROVISIONS</b>	
29	Withdrawal of Degree, Diploma, Certificate and other Academic Distinctions
30	Institution of Fellowships, Scholarships, Studentships, Medals and Prizes
31	Maintenance of Discipline among the Students
32	The Establishment and Abolition of Faculties, Departments, Schools, Centres etc.
33	The Delegation of powers vested in the Authorities or Officers of the University
34	Conferment of Honorary Degrees and other distinctions

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*N. Mohan*

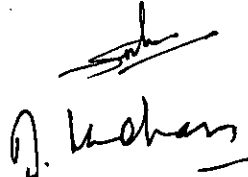
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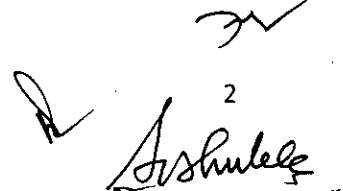
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**CHAPTER I  
PRELIMINARY**

- |  |    |     |   |
|--|----|-----|---|
| Short title, Scope and Commencement        | 1. | (1) | These Statutes may be called First Statutes of the _____ University, 2019.  |
|  |    | (2) | These Statutes shall come into force with effect from the date of publication by the University either by displaying it on its website or through newspapers or by both.  |
| Definitions                                | 2. |     | In these Statutes, unless the context otherwise requires:   |
|  |    | (1) | "Act" means the Uttar Pradesh Private Universities Act, 2019 (U.P. Act No 12 of 2019);  |
|  |    | (2) | "Academic Council" means the Academic Council of the University;  |
|  |    | (3) | "Board" means the Faculty Board, the Board of Studies or the Planning Board, or any other Board of the University;  |
|  |    | (4) | "Chancellor/President", "Pro-Chancellor/Vice-President", "Vice-Chancellor" and "Pro-Vice-Chancellor" means respectively the "Chancellor/President", "Pro-Chancellor/Vice-President", the "Vice-Chancellor" the "Pro-Vice-Chancellor" of the University;                                 |
|  |    | (5) | "Controller of Examinations", means the person who has been put in charge to conduct the examination(s) of the university;  |
|  |    | (6) | "Employee" means any person duly appointed through appointment letter etc. by the University, and includes a teacher or any other member of the staff of the University;  |
|  |    | (7) | "University" means the..... University;   |
| Seal, Flag, Anthem, etc. of the University | 3. | (1) | The University shall have a common seal to be used for the purposes of the University and the design of the seal shall be as approved by the Executive Council.   |
|  |    | (2) | The University may decide to make and use such Flag, Anthem, and other symbolic or graphic expression, abbreviations or likewise, for such purposes as deemed necessary from time to time, and which are not of such nature that are restricted by the State or the Central Government. |
| Academic Calendar of the University        | 4. | (1) | Academic Calendar of the University shall be approved by the Executive Council and shall be in conformity with the guidelines issued by the State Government and other Regulatory Bodies from time to time.   |
|  |    | (2) | The University shall publish its Academic Calendar on its website.  |
|  |    | (3) | In case of international students, the University may follow a different admission process and Academic Calendar as may be prescribed in the Ordinances.  |



D. Kishore

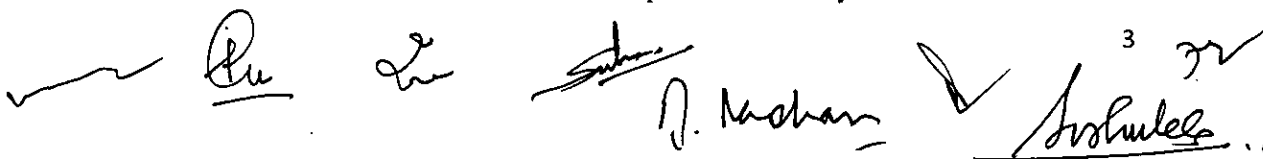


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**CHAPTER II**  
**OFFICERS OF THE UNIVERSITY**

**Appointment, Powers  
and Functions of  
Chancellor/President**

5. (1) A person of eminence shall be appointed as the Chancellor/President by the Governing Body for a period of five years.
- (2) The Chancellor/President shall be selected and appointed in the manner to be decided by the Sponsoring Body. Provided that, Sponsoring Body shall have the power to reappoint the Chancellor for the second or successive terms.
- (3) Subject to the provisions of the Act, the Sponsoring Body shall determine the salary of the Chancellor/President and Pro-Chancellor/Vice-President
- (4) The Chancellor/President shall have power to call for any information or summon any document from the University for the purposes of exercising his powers and functions under the Act.
- (5) The Chancellor/President shall have power to himself issue cheques and authorize payments or he may delegate this power to any other officer/officers or member of the Finance Committee.
- (6) The Chancellor/President may delegate, subject to such terms and conditions as may be specified in writing, all or any of his powers to any Authority/Officer(s) at his discretion and have right to modify or recall his order of delegation of such power.
- (7) Notwithstanding anything contained in the Statutes, the Chancellor/President may discharge all or any of the functions of the University for the purposes of carrying out the provisions of the Act and Statutes, when such Officer or Authority of the University is not available.
- (8) The Chancellor/President may, by addressing in writing to the Pro-Chancellor/Vice-President, resign from office. The Pro-Chancellor/Vice-President shall within a period of ten days from the date of receipt of such resignation place the same before the Governing Body for its decision
- (9) Decisions taken by the Chancellor/President shall be placed before the Governing Body, for information.
- (10) The Chancellor / President shall be authorised to issue directions to any officer / authority of the University from time to time as necessary in the interest of the university.
- (11) If any vacancy arises in the office of the Vice Chancellor and it is not being possible to appoint a regular Vice Chancellor by following the procedure prescribed for appointing of such Vice chancellor, the Chancellor shall have the power to appoint a person as officiating Vice Chancellor for a period of not beyond six months.

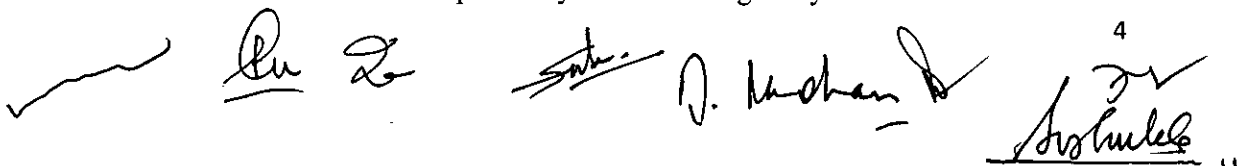
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Appointment, Powers and Functions of Pro Chancellor /Vice-President 6.

- (1) The Pro-Chancellor/Vice President shall be appointed in accordance with Section 16 of the Act for a period of five years and upon the expiry of the term he shall be eligible for re-appointment.
- (2) Pro-Chancellor/Vice-President shall exercise such powers as may be delegated to him in writing by the Chancellor/President.

Appointment, Powers and Functions of Vice-Chancellor 7.

- 1) Vice-Chancellor shall be selected by a Search Committee to be constituted by the Chancellor/President.
- 2) The Search Committee shall comprise of following members:
  - (a) One member nominated by the Sponsoring Body.
  - (b) One serving or retired Professor from outside the University nominated by the Governing Body.
  - (c) One member nominated by the Chancellor/President.
- 3) The Search Committee shall recommend a panel of three names to the Governing Body within the period stipulated by the Chancellor/President in his order constituting the Search Committee.
- 4) The Governing Body shall after receipt of the recommendations of the Search Committee, approve one name from among the panel and submit to the Chancellor for appointment of the Vice-Chancellor.
- 5) In case, none of the recommended names are found suitable, the Chancellor shall advise the search committee to suggest a fresh panel.
- 6) The Vice chancellor shall have the following additional powers and functions:
  - (a) The Vice Chancellor shall be entitled to be present at and to address any meeting of any authority or any Body of the University;
  - (b) It shall be the duty of the Vice Chancellor to see that the provisions of the Act, Rules, Statutes, Ordinances and Regulations of the University are duly observed.
  - (c) The Vice Chancellor shall have power to grant leave to any officer, teacher, employee or student of the University, other than the Chancellor/President and Pro-Chancellor/Vice-President and make necessary arrangements for the discharge of the functions of such person during the period of his absence. Provided that the Vice-Chancellor may delegate such powers to any other Officer or Officers of the University;
  - (d) The Vice Chancellor shall have the power to convene or cause to be convened meetings of the various bodies/committees of the University other than the Sponsoring Body, finance committee, planning board and the Governing Body
  - (e) The Vice-Chancellor may by writing addressed to the Chancellor, resign his office, and his resignation shall be effective from the date of acceptance by the Governing Body.

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**Appointment, Powers and Functions of Pro Vice-Chancellor**

8. (1) The Executive Council shall appoint the Pro-Vice Chancellor from among the Professors of the University on the advice of the Vice-Chancellor.
- (2) In the absence of the Vice-Chancellor, the Pro Vice-Chancellor shall discharge the day to day duties of the office of the Vice-Chancellor unless otherwise directed by the Vice-Chancellor or the Chancellor/President.

**Appointment, Powers and Functions of Registrar**

9. (1) The Registrar shall be appointed by the Executive Council of the University.
- (2) The qualification, term of office, conditions of service and procedure of appointment of the Registrar shall be determined by the Governing Body.
- (3) The Power and Functions of the Registrar shall be as may be determined by the Governing Body.

**Appointment, Powers and Functions of Dean of Faculties**

10. (1) Dean of every Faculty shall be appointed by the Executive Council from amongst the Professors of the concerned Faculty.
- (2) The Executive Council shall have power to remove the Dean if he is found guilty of any misconduct or if he fails to perform the duties of his office.
- (3) The Dean shall preside over the meeting of the Faculty Board.
- (4) The Dean shall exercise such other powers and discharge such other functions as may be laid down by the Ordinances or Regulations.

**Appointment, Powers and Functions of Dean of Students' Welfares**

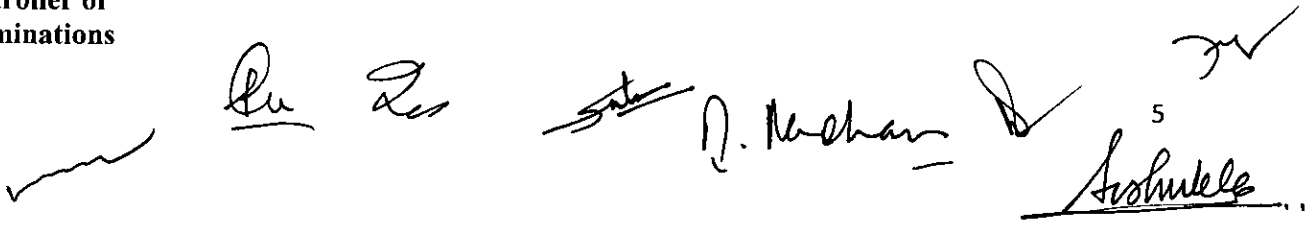
11. Dean of Students' Welfares shall be appointed by the Executive Council.

**Appointment, Powers and Functions of Directors**

12. (1) The Director shall be appointed by the Executive Council *from amongst the Professors of the concerned School/ Centre.*
- (2) The qualification, term of office, conditions of service and procedure of appointment of the Director shall be determined by the Executive Council.

**Appointment, Powers and Functions of Controller of Examinations**

13. (1) The Controller of Examination shall be appointed by the Executive Council.

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(2) The qualification, term of office, conditions of service and procedure of appointment of the Controller of Examinations shall be determined by the Executive Council.

**Appointment,  
Powers and  
Functions of Chief  
Proctor**

14. (1) The Chief Proctor shall be appointed by the Executive Council.
- (2) The Chief Proctor shall assist the Vice-Chancellor in maintaining discipline among the students of the University.
- (3) The Vice-Chancellor may nominate as many Deputy Proctors and Assistant Proctors as he deems proper to assist the Chief Proctor.

**Appointment,  
Powers and  
Functions of Finance  
Officer**

15. (1) The Finance Officer shall be appointed by the Executive Council of the University on the advice of the Governing body.
- (2) The qualification, term of office, conditions of service and procedure of appointment of the Finance Officer shall be determined by the Governing Body.
- (3) The power and functions of the Finance Officer shall be as may be determined by the Governing Body.

**Appointment,  
Powers and  
Functions of Head of  
Department.**

16. (1) Head of Department shall be appointed by the Executive Council from amongst the Professors of the concerned *Department*.
- (2) The Executive Council shall have power to remove the Head, if he is found guilty of any misconduct or if he fails to perform the duties of his office.
- (3) The Head of Department shall preside over the meetings of the Board of Studies.
- (4) The Head of Department shall exercise such other powers and discharge such other functions as may be laid down by the Ordinances and Regulations.

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**CHAPTER III**  
**BODIES OF THE UNIVERSITY**

**The Sponsoring  
Body**

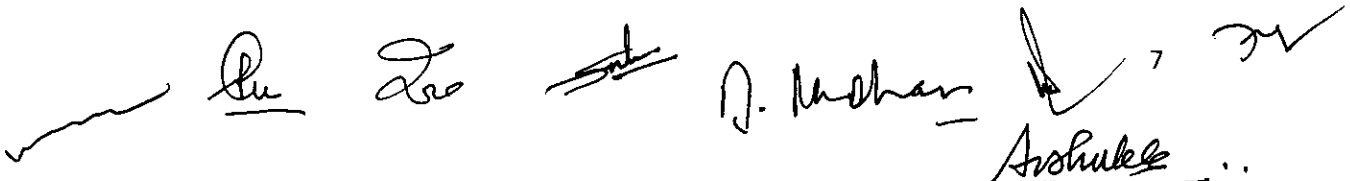
17. (1) The Sponsoring Body shall have power to mortgage the land or other assets of the University to any bank or other financial institutions for purposes of availing loan as per the provisions of the Act.
- (2) The Sponsoring Body of the University shall have power to determine the limits of the financial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

**The Governing  
Body**

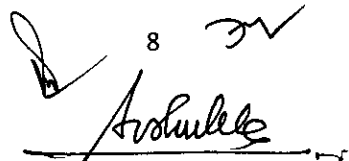
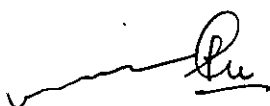
18. (1) The Governing Body shall consist of following members:
- (a) The Chancellor/ President - Chairman
  - (b) The Pro-Chancellor /Vice- President
  - (c) The Vice-Chancellor
  - (d) One member to be nominated by the Sponsoring Body.
  - (e) One eminent educationist to be nominated by the Sponsoring Body.
  - (f) One member from industry/corporate to be nominated by the Sponsoring Body.
  - (g) One legal expert to be nominated by the Sponsoring Body.
  - (h) One financial expert to be nominated by the Sponsoring Body.
  - (i) Registrar as ex-officio Secretary who shall have right to speak at the meeting but not the right to vote.
  - (j) The Sponsoring body shall have the power to nominate up to six additional *persons* as members to the governing body.

Provided that the number of members of the Governing body shall not be less than nine and more than fifteen.

- (2) The term of nominated members shall be three years or till they hold their office.
- (3) The term of office of ex-officio members shall continue so long as they hold the office by virtue of which they are members.
- (4) The Sponsoring Body shall have power to remove any member of the Governing Body for reasons to be recorded in writing.



- (5) The other terms and conditions of nomination of the members to the Governing Body including their remuneration, if any, shall be determined by the Sponsoring Body from time to time and its decision thereon shall be final. The governing body shall have the right to review and modify nominations made by it.
- (6) Meetings of the Governing Body shall be convened by the Chairman either on his own initiative or on a requisition signed by not less than four members of the Governing Body.
- (7) Decisions on all issues considered in the meetings of the Governing Body shall be taken by majority votes of the members present and voting including the Chairman. If the votes be equally divided, the Chairman shall have a second or casting vote.
- (8) The Chancellor/President, if present, shall preside at the meetings of the Governing Body. In his absence, the Chancellor/President may nominate Pro Chancellor/Vice-President or a member of the Governing Body or the members present shall elect one from amongst themselves to preside over the meeting.
- (9) A written notice of every meeting shall be sent by the Registrar to every member at least two weeks before the date of the meeting.
- (10) Provided that the Chairman may call a special meeting of the Governing Body at short notice to consider any urgent matter.
- (11) The notice may be delivered either by hand or e-mail or sent by registered post at the address of each member as recorded in the office and if so sent, the same shall be deemed to have been duly delivered within the time when the same ought to have been delivered in the ordinary course.
- (12) Agenda shall be circulated by the Registrar to the members at least 10 days before the meeting except in case of emergent meeting.
- (13) Notices of motions for inclusion of any item on the agenda must reach the Registrar at least fifteen days before the meeting. The Chairman may, however, permit inclusion of any item for which due notice has not been received.
- (14) The ruling of the Chairman in regard to all the questions of procedure shall be final.
- (15) The minutes of the proceedings of the Governing Body shall be drawn up by the Registrar with the approval of the Chairman and circulated to all members of the Governing Body. The minutes along with amendments, if any, shall be placed for confirmation at the next meeting of the Governing Body. After the minutes are confirmed and signed by the Chairman, the same shall be recorded in a book of minutes which shall be kept open for inspection during office hours by the members of the Governing Body.



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(16) If a member of the Governing Body fails to attend three consecutive meetings without due notice, he shall cease to be a member of the Governing Body unless the Chairman desires otherwise.

(17) The Governing Body may, in accordance with the provisions of clause (d) to sub-section (3) of section 24 of the Act, create such other posts of officers, teachers and employees of the University to perform such functions as it deems necessary.

**The Executive Council**

19. (1) The Executive Council shall meet as often as may be necessary but not less than twice during an academic year.

(2) Meetings of the Executive Council shall be convened by the Vice-Chancellor suo-moto or on a requisition signed by not less than four members of the Executive Council.

(3) A written notice of every meeting shall be sent by the Registrar to every member of the Executive Council at least two weeks before the date of the meeting. The notice shall state the place, date and time of the meeting; Provided that the Chairman may call a special meeting of the Executive Council at short notice to consider urgent/ special matters.

(4) The notice may be delivered either by email or by hand or sent by registered post at the address of each member as recorded in the office and if so sent, the same shall be deemed to have been duly delivered within the time when it ought to have been delivered in the ordinary course.

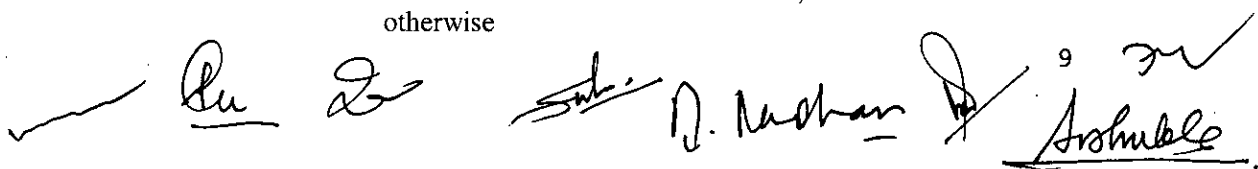
(5) Agenda shall be circulated by the Registrar to the members at least one week before the meeting. Requests for inclusion of any item on the agenda must reach the Registrar at least 10 days before the meeting. The Chairman may, however, permit inclusion of any item for which due notice has not been received.

(6) The ruling of the Chairman in regard to all questions of procedure shall be final.

(7) The minutes of the proceedings of the meetings of the Executive Council shall be drawn up by the Registrar with the approval of the Chairman and circulated to all members of the Executive Council. The minutes along with amendments, if any, shall be placed for confirmation at the next meeting of the Executive Council. After the minutes are confirmed and signed by the Chairman, the same shall be recorded in a book of minutes which shall be kept open for inspection during the office hours by the members of the Executive Council.

(8) The minutes of the Executive Council shall be placed before the Governing Body.

(9) If a member of the Executive Council fails to attend three consecutive meetings without due notice, he shall cease to be a member of the Executive Council, unless the Chairman desires otherwise



(10) The Executive Council may delegate such of its powers to the Chancellor/President, Pro-Chancellor/Vice-President and Vice-Chancellor or Pro Vice-Chancellor, as it may deem appropriate.

However, the decisions taken under delegated powers shall be reported to the Executive Council in its next meeting.

**The Academic Council**

20. (1)

The Academic Council shall consist of the following members, namely-

- i. The Vice-Chancellor-Ex-Officio Chairman
- ii. The Pro-Vice-Chancellor-Ex-Officio
- iii. All Deans -Ex-Officio
- iv. All Directors -Ex-Officio
- v. All Heads of Departments-Ex-Officio
- vi. All Professors,
- vii. Two Associate Professors and two Assistant Professors -Members by rotation in order of seniority.
- viii. Two distinguished academicians from outside the University to be nominated as members by the Chancellor
- ix. The Registrar - Secretary (Ex-Officio)

(2)

The term of office of the ex-officio members shall continue so long as they hold the office by virtue of which they are members. All members of the Academic Council, other than the ex-officio members, shall hold office for a term of two years.

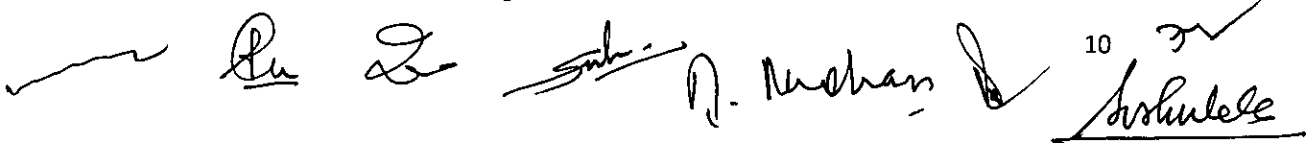
(3)

The procedure for the meetings of the Academic Council shall be as follows:

- (a) The Academic Council shall meet as often as may be necessary but not less than two times during an academic year. Meetings of the Academic Council shall be convened by the Chairman either suo motu or on a requisition signed by not less than 20% members of the Academic Council.
- (b) A written notice of every meeting shall be sent by the Registrar to every member at least two weeks before the date of the meeting; Provided that the Chairman may call a special meeting of the Academic Council at short notice to consider urgent matters.
- (c) Agenda shall be circulated by the Registrar to the members at least one week before the meeting.
- (d) All questions considered at the meetings of the Academic Council shall be decided by a majority of the votes of the members present and voting including the Chairman. If the votes be equally divided, the Chairman shall have a second or casting vote.

(4)

In emergent cases, the Chairman of the Academic Council may exercise the powers of the Academic Council. In case, the Chairman exercises any of the powers of the Academic Council, the members shall be informed through email, *ex-post facto*, and such decision of the Chairman shall be placed at the next meeting of the Academic Council for its ratification.

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- (5) The minutes of the proceedings of the meetings of the Academic Council shall be drawn up by the Registrar with the approval of the Chairman and circulated to all members of the Academic Council. The minutes along with amendments, if any, shall be placed for confirmation at the next meeting of the Academic Council. After the minutes are confirmed and signed by the Chairman, they shall be recorded in a book of minutes which shall be kept open for inspection during the office hours by the members of the Academic Council.
- (6) The recommendations of the Academic Council shall be placed before the Executive Council for its decision.
- (7) Subject to the provisions of the Act, the Academic Council shall, in addition to all other powers vested in it, have the following powers and functions-
- (a) to consider the proposals submitted by the Board of Faculties of the University;
  - (b) to recommend to the Executive Council the recognition of degrees and diplomas of other Universities and institutions and to determine their equivalent degree and diplomas of the University;

**The Finance Committee**

21. (1) The Finance Committee shall consist of the following:

- (a) The Chairman shall be nominated by the Sponsoring body.
  - (b) The Vice-Chancellor-Ex-Officio member.
  - (c) One Member nominated by the Governing Body.
  - (d) One Member nominated by the Executive Council.
  - (e) The Pro-Vice-Chancellor-Ex-Officio
  - (f) One Financial Expert nominated by the Sponsoring Body.
  - (g) The Finance Officer-Ex-Officio Secretary.
  - (h) Any special invitees whom the Finance Committee deems fit.
- (2) (a) The term of office of ex-officio members shall continue so long they hold the office by virtue of which they are members.  
 (b) The term of office of a nominated member shall be three years.
- (3) Four members of the Finance Committee including the Chairman shall form a quorum for a meeting of the Finance Committee.
- (4) In the event of absence of the Chairman, a member chosen from among the present members shall preside over the meeting.
- (5) The procedure for the meetings of the Finance Committee shall be as follows:  
 (a) The Finance Committee shall meet as often as may be necessary but not less than two times during an academic

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year. Meetings of the Finance Committee shall be convened by the Chairman either on his own initiative or on a requisition signed by not less than three members of the Finance Committee.

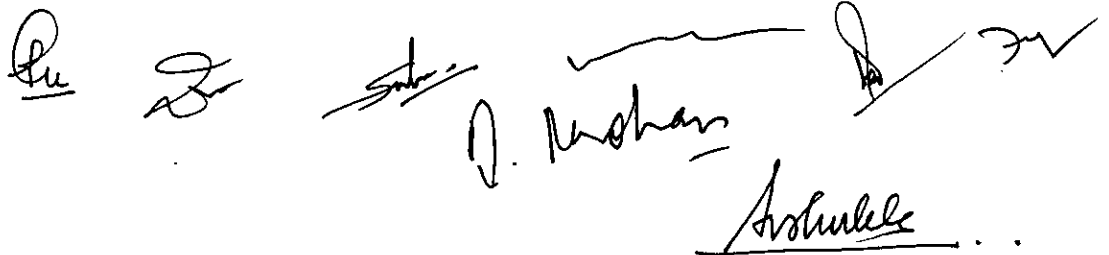
- (b) A written notice of every meeting shall be sent by the Finance Officer to every member at least two weeks before the date of the meeting; Provided that the Chairman may call a special meeting of the Finance Committee at short notice to consider urgent matters.
- (c) Agenda shall be circulated by the Finance Officer to the members at least one week before the meeting.
- (d) All questions considered at the meetings of the Finance Committee shall be decided by a majority of the votes of the members present and voting including the Chairman. If the votes be equally divided, the Chairman shall have a second or casting vote.

(6) In emergent cases, the Chairman of the Finance Committee may exercise the powers of the Finance Committee. In case, the Chairman exercises any of the powers of the Finance Committee, the members shall be informed through email, *ex-post facto*, and such decision shall be placed at the next meeting of the Finance Committee for its ratification.

(7) The Finance Committee shall have the following powers and functions:

- (a) To examine and recommend the annual budget of the University.
- (b) To examine and recommend the budget for any purchase or construction exceeding rupees five lakh.
- (c) To give its views on any financial matter solicited from it by any officer or authority of the University.

(8) Provided that every recommendation of the Finance Committee shall be placed before the Executive Council for its decision.

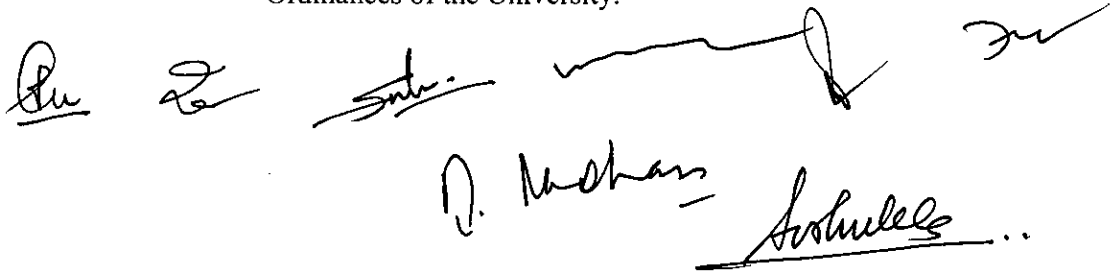


**The Planning Board**

22. (1) The Planning Board shall consist of the following:
- (a) The Chairman shall be a nominee of the Sponsoring Body
  - (b) Vice Chancellor - ex officio
  - (c) Pro Vice Chancellor – ex officio
  - (d) One Architect/Engineer to be nominated by the Chancellor
  - (e) Such other persons from whom planning board needs any assistance from.
  - (f) The Finance Officer -Ex-Officio
  - (g) The Registrar -Ex-Officio- Secretary
- (2) (a) The term of office of an ex-officio member shall continue so long as he holds the office by virtue of which he is a member.
- (b) The term of office of nominated members shall be three Years.
- (3) The Planning Board shall advise the Executive Council to ensure that the necessary infrastructure and academic support systems are available to the University as per the norms of the Regulatory Bodies; Provided that the Planning Board shall provide the estimate of the expenditure likely to be incurred for such infrastructure or the Academic Support systems together with its advice tendered to the Executive Council.
- (4) The Planning Board shall meet as and when needed and be free to adopt its own procedure for such meetings.

**Board of Faculties,  
Board of Studies,  
Admissions  
Committee,  
Examinations  
Committee and other  
Authorities of the  
University**

23. The constitution, powers and functions of the Board of Faculties, the Board of Studies, the Admissions Committee, the Examinations Committee and of such other authorities of the University which may be declared by the Statutes to be the authorities of the University, shall be as may be laid down in the Ordinances of the University.

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(2) Subject to the conditions laid down in the Ordinances, the terms and conditions of service shall be made in the form of service rules and approved by the Executive council. It would cover all the conditions as would be applicable to an employee and would generally include, but not be restricted to following -

- (a) Recruitment norms
- (b) Personnel policies
- (c) Pay & Allowances
- (d) Travel Rules.
- (e) Leave Rules:
- (f) Policy covering health and wellbeing/medical/Insurance
- (g) Policy on Loans and Advances
- (h) Dependent's Policy
- (i) Appraisal and Career progression
- (j) Ethics policy and code of conduct
- (k) Policy on Sponsored Projects and Consultancy
- (l) Policy on dealing with sexual harassment at work places
- (m) Discipline Policy
- (n) Gratuity, Provident fund
- (o) Honorarium rates and rules

**Disciplinary Action  
against Teachers of  
The University**

27. (1) A teacher of the University shall at all times maintain absolute integrity and devotion to duty and shall observe the Code of Professional Ethics, which shall form part of the agreement to be signed by the teacher at the time of appointment.
- (2) A breach of any of the provisions of the Code of Professional Ethics prescribed by the Regulatory Bodies shall be deemed to be misconduct.
- (3) A teacher of the University may be removed or his services terminated on one or more of the following grounds:-
- (a) wilful neglect of duty;
  - (b) misconduct;
  - (c) breach of any of the terms of contract of service;
  - (d) dishonestly connected with University Examination;
  - (e) Scandalous conduct or conviction for an offence involving moral turpitude;
  - (f) physical or mental unfitness;
  - (g) incompetence;
  - (h) abolition of the post;
- (4) No order of dismissal, removal or termination of the services of a teacher of the University on any ground mentioned in clause (1) (except in the case of a conviction for an offence involving moral turpitude or of abolition of post), shall be passed unless a charge has been framed against the teacher and communicated to him with a statement of the grounds on which it is proposed to take action and he has been given adequate opportunity of hearing.
- (a) of submitting a written statement of his defence;

*N. Mahan*

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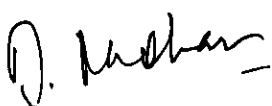
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- (b) of being heard in person, if he so chooses; and
- (c) of calling and examining such witnesses in his defence as he may wish. Provided that the Executive Council or an officer authorized by it to conduct the enquiry may, for sufficient reasons to be recorded in writing, refuse to call any witness.

- (5) The Executive Council may, at any time ordinarily within two months from the date of the Inquiry Officer's report, pass a resolution dismissing or removing the teacher concerned from service or terminating his services mentioning the ground of such dismissal, removal or termination.
- (6) The resolution shall forthwith be communicated to the teacher concerned.
- (7) The Executive Council may instead of dismissing, removing or terminating the services of the teacher, pass a resolution inflicting a lesser punishment by reducing the pay of the teacher for a specified period not exceeding three years and or by stopping increments of his salary for a specified period or may deprive the teacher of his pay during the period of his suspension, if any.
- (8) A teacher of the University shall be deemed to have been placed under suspension:
  - (a) With effect from the date of his conviction, if in the event of a conviction for an offence, he is sentenced to a term of imprisonment exceeding forty-eight hours and is not forthwith dismissed or removed consequent to such conviction.
  - (b) In any other case, for the duration of his detention if he is detained in custody, whether the detention is for any criminal charge or otherwise.

Disciplinary action 28.  
against Non-  
Teaching Employees

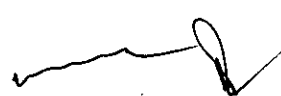
- (1) Where there is an allegation of misconduct against an employee, the Vice-Chancellor shall institute an inquiry committee for the purpose. The Vice-Chancellor may, if he thinks fit, by order in writing, place the employee under suspension.
- (2) Based on the report of inquiry committee, the Vice-Chancellor may decide course of action including suspension depending on the severity of the misconduct, for taking action to the extent of termination of services of the employee concerned.
- (3) No employee shall be removed until he has been given a reasonable opportunity to show cause against the action proposed to be taken in regard to him/her.
- (4) The removal of an employee shall take effect from the date on which the order of removal is made.
- (5) Notwithstanding anything contained in the terms of his contract of service or of his appointment, an employee of the University, other than a teacher, may be removed by the authority which is competent to appoint the employee if:-
  - (i) he/she is of unsound mind;
  - (ii) he/she is an undercharged insolvent;
  - (iii) he/she has been convicted by a court of law of any criminal offence or an offence involving moral turpitude and;
  - (iv) he/she is otherwise guilty of misconduct
 Provided that no employee of the University shall be removed unless resolution to that effect is passed by the Executive Council.

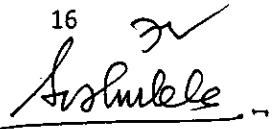














Departments,  
Schools, Centres etc.

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

The Delegation of Powers vested in the Authorities or Officers of the Un

Subject to the provisions of the Act, any officer or authority of the University, may delegate his or its powers to any other officer or authority or person under his or its respective control and subject to the condition that overall responsibility for the exercise of the power so delegated shall continue to vest in the Officer or Authority delegating such powers.

Conferment of Honorary degrees and other distinctions. (Ref. Section 11(e) of the Act)

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

(विनय पाठक)  
कुलपति,  
ए०पी०जे० अब्दुल कलाम प्राविधिक  
विश्वविद्यालय, लखनऊ  
सदस्य

(मनोज कुमार)  
विशेष सचिव,  
उच्च शिक्षा विभाग, उ०प्र० शासन  
सदस्य

(शैलेश कुमार शुक्ल)  
कुलसचिव,  
लखनऊ विश्वविद्यालय, लखनऊ  
सदस्य

(एस०एस० उपाध्याय)  
सेवानिवृत्त विधि परामर्शी  
राज्यपाल, उत्तर प्रदेश  
सदस्य

(अरविन्द मोहन)  
प्रोफेसर,  
लखनऊ विश्वविद्यालय, लखनऊ  
सदस्य

(जगन्नाथ पाल)  
सेवानिवृत्त विशेष सचिव,  
उच्च शिक्षा विभाग, उ०प्र० शासन  
सदस्य

(संजय मेधावी)  
एसोसिएट प्रोफेसर,  
लखनऊ विश्वविद्यालय, लखनऊ  
सदस्य

(राजेश कुमार चतुर्वेदी)  
अपर सचिव,  
उ०प्र० राज्य उच्च शिक्षा परिषद  
सदस्य सचिव