

PART-I

THE ACT

***The Kurukshetra University Act, 1986**

(Haryana Act No. 28 of 1986, assented to by the Governor of Haryana on 18-12-1986, published in Haryana Government Gazette (Extra.) on December 23, 1986)

The Kurukshetra University (Amendment) Act, 1991

(Haryana Act No. 4 of 1992, assented to by the Governor of Haryana on 3-1-1992, published in Haryana Government Gazette (Extra.) on January 7, 1992)

The Kurukshetra University (Amendment) Act, 1993

(Haryana Act No. 14 of 1994, assented to by the President of India on 8-7-1994, published in Haryana Government Gazette (Extra.) on July 20, 1994)

The Kurukshetra University (Amendment) Act, 1997

(Haryana Act No. 9 of 1997, assented to by the Governor of Haryana on 31-3-1997, published in Haryana Government Gazette (Extra.) on April 8, 1997)

The Kurukshetra University (Amendment) Act, 2007

(Haryana Act No. 22 of 2008, assented to by the Governor of Haryana on 30-4-2008, published in Haryana Government Gazette (Extra.) on May 6, 2008)

The Kurukshetra University (Amendment) Act, 2008

(Haryana Act No. 16 of 2008, assented to by the Governor of Haryana on 17-4-2008, published in Haryana Government Gazette (Extra.) on April 25, 2008)

The Kurukshetra University (Amendment) Act, 2010

(Haryana Act No. 26 of 2010, assented to by the Governor of Haryana on 13.10.2010, published in Haryana Government Gazette (Extra.) on October 28, 2010)

The Kurukshetra University (Amendment) Act, 2012

(Haryana Act No. 12 of 2012, assented to by the Governor of Haryana on 16.04.2012, published in Haryana Government Gazette (Extra.) on April 26, 2012.

The Kurukshetra University (Second Amendment) Act, 2012

(Haryana Act No. 23 of 2012, assented to by the Governor of Haryana on 14.09.2012, published in Haryana Government Gazette (Extra.) on October 10, 2012.

* In repeal of the earlier Kurukshetra University Act of 1956 as amended from time to time.

An Act to consolidate and Amend the law relating to the Kurukshetra University, as a teaching-cum-affiliating University at Kurukshetra for the encouragement of inter-disciplinary higher education and research with special emphasis on the study of Sanskrit, Prakrit and Modern Indian Languages as also in Indian Philosophy, Ancient Indian History and other aspects of Indology.

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

Short title and Commencement

1. (1) This Act may be called the Kurukshetra University Act, 1986.

(2) It shall come into force on such date as the Government may, by notification in the Official Gazette, appoint.

Definitions

2. In this Act and in all Statutes, Ordinances and Regulations made thereunder unless the context otherwise requires—

- (a) 'college' means a college maintained by, or admitted to the privileges of, the University under this Act;
- (b) 'employee' means any person appointed by the University and includes teachers and all other staff of the University;
- (c) 'Government' means the Government of the State of Haryana;
- (d) 'Institution' means an academic institution, not being a college, maintained by, or admitted to the privileges of, the University;
- (e) 'principal' means the head of a college and includes, when there is no principal, a vice-principal duly appointed as such and in the absence of the principal or the vice-principal the person for the time being duly appointed to act as the principal;
- (f) 'recognised teachers' means such persons as are approved by the University for the purpose of imparting instruction in a college or an institution admitted to the privileges of the University;
- (g) 'Statutes', 'Ordinances' and 'Regulations' mean respectively the Statutes, Ordinances and Regulations of the University made under this Act;
- (h) 'University' means the 'Kurukshetra University' as incorporated under the Kurukshetra University Act, 1956; and

- ♥ (i) “University teacher” means Professor, Associate Professor, Assistant Professor, and such other person as may be appointed for imparting instruction or conducting research in the University or in any college or institution maintained by the University and is designated as teacher by the Ordinances.

Incorporation

3. (1) There shall continue to be a body corporate by the name of Kurukshetra University comprising of the Chancellor and the Vice-Chancellor of the University, and the members of the Court, the Executive Council and the Academic Council and all persons, who may hereafter become or be appointed as such officers or members, so long as they continue to hold such office or membership.

(2) The University shall have perpetual succession and a common seal with power to acquire, hold and dispose of property, and to contract, and may by the said name sue or be sued.

Territorial exercise of powers

4. (1) The limits of the area within which the University shall exercise its powers shall be such as the Government may, from time to time, by notification, specify.

Provided that different areas may be specified for different faculties.

(2) Notwithstanding anything contained in any other law for the time being in force, any college situated within the limits of the area specified under sub-section (1) shall, with effect from such date as may be notified in this behalf by the Government, be deemed to be associated with, and admitted to, the privileges of the University and shall cease to be associated in any way with, or be admitted to, any privileges of any other University, and different dates may be notified for different colleges :

Provided that

- (i) any student of any college associated with, or admitted to, the other University before the said date, who was studying for any degree or diploma examination of that University shall be permitted to complete his course in preparation thereof and the University shall hold for such students examinations in accordance with the curricula of

♥ Amended vide Haryana Act No.12 of 2012 assented to by the Governor of Haryana on 16th April, 2012 and notified in Haryana Govt. Gazettee(Extra) on 26th April, 2012.

study in force in that University for such period as may be prescribed by the Statutes, Ordinances or Regulations;

- (ii) any such student may, until any such examination is held by the University, be admitted to the examination of the other University and be conferred the degree, diploma or any other privilege of that University for which he qualifies on the result of such examination.

*(3) The University shall not, itself or through franchise or agency, operate or open any off campus centre and study centre :

Provided further that if the University has well maintained post graduate regional centres with all the requisite infrastructure, the same shall continue to be administered by the University.

Explanation-For the purposes of this sub-section,-

- (i) “off campus centre” means a centre of the University, by whatever name called, established by it outside the main campus, operated and maintained as its constituent unit, having the University’s complement of facilities, faculty and staff; and
- (ii) “study centre” means a centre, by whatever name called, established and maintained or recognized by the University for the purpose of advising, counselling or for rendering any other assistance required by the students in the context of distance education.

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

5. (1) Notwithstanding anything contained in this Act or any other law, for the time being in force, no person or institution, other than the University, shall confer, grant or issue or hold himself or itself out as entitled to confer, grant or issue any degree, diploma or certificate within the territorial jurisdiction of the University which is identical with or is a colourable imitation of any degree, diploma or certificate conferred, granted or issued by the University.

(2) Contravention of the provision of sub-section (1) shall be a cognizable offence punishable with imprisonment up to two years or with fine upto two thousand rupees or both.

(3) Where an offence under this section has been committed by an institution, every person incharge of, and responsible to, the institution for the conduct of its business at the time of the commission of the offence, shall be deemed to be guilty of the

* Amended vide Haryana Act No.23 of 2012 assented to by the Governor of Haryana on 14th September, 2012 and notified in Haryana Govt. Gazettee(Extra) on 10th October, 2012.

offence and shall be liable to be proceeded against and punished accordingly.

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

Explanation :- For the purpose of the section 'institution' means any body corporate and includes a firm or other association of individuals.

Powers of the University

6. The University shall exercise the following powers and perform the following duties, namely :-

- (a) to provide for research and instruction in such branches of learning as the University may think it fit and to take such steps as it considers necessary for the advancement of learning and dissemination of knowledge;
- (b) to hold examinations and grant such degrees, diplomas and other academic distinctions or titles to persons as may be laid down in the Statutes, Ordinances or Regulations;
- (c) to confer honorary degrees or other distinctions on approved persons in the manner laid down in the Statutes;
- (d) to institute prizes, medals, research studentships, exhibitions and fellowships;
- (e) to receive gifts, donations or benefactions from the Government and to receive gifts, donations and transfers of movable or immovable property from transferers, donors or testators, as the case may be;
- **(f)* to institute principalship, professorship, associate professorship, assistant professorship and to create other posts of any description required by the University and to appoint persons to such posts;

* Amended vide Haryana Act No.12 of 2012 assented to by the Governor of Haryana on 16th April, 2012 and notified in Haryana Govt.Gazettee(Extra) on 26th April, 2012.

- (g) to co-operate with educational and other institutions in India and abroad having objects similar to those of the University in such manner as may be conducive to their common objects;
- (h) to provide instruction, including correspondence and such other courses, to such persons as are not members of the University, as it may determine;
- (i) to recognise persons for imparting instructions in any college or institution admitted to the privileges of the University;
- (j) to maintain colleges located within the limits of the area referred to in sub-section (1) of section 4 or, subject to the provisions of sub-section (2) of that section, admit to its privileges colleges not maintained by the University but located within the said area and to withdraw the same;
- (k) to declare a college, an institution or a department as autonomous college, or institution or department, as the case may be;
- (l) to borrow with the approval of the Government on the security of the property of the University, money for the purposes of the University;
- (m) to supervise, control and regulate the residence, conduct and discipline of the students of the University and of colleges and institutions within the jurisdiction of the University;
- (n) to deal with any property belonging to, or vested in the University, in such manner as the University may deem fit for advancing the objects of the University;
- (o) to make special arrangements for the education of women students and the students belonging to weaker sections of the society, in particular Scheduled Castes and Scheduled Tribes, as the University may consider desirable;
- (p) to frame Statutes, Ordinances or Regulations and alter, modify or rescind the same for all or any of the aforesaid purposes; and
- (q) to do all such things as may be necessary, incidental or conducive to the attainment of all or any of the objects of the University.

University open to all races, classes, castes and creeds

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

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

Teaching of University

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

Officers of the University

9. The following shall be the officers of the University, namely :—

- (i) the Chancellor;
- (ii) the Vice-Chancellor;
- (iii) the Registrar; and
- (iv) such other persons in the service of the University as may be declared by the Statutes to be Officers of the University.

Chancellor

10. (1) The Governor of Haryana by virtue of his office shall be the Chancellor of the University.

(2) The Chancellor shall be the head of the University.

(3) The Chancellor shall, if present, preside over the Convocation of the University for conferring Degrees and meetings of the Court.

(4) The Chancellor shall have the right—

- (i) to cause an inspection to be made, by such person or persons as he may direct, of the University, its buildings, laboratories and equipment and of any college or institution maintained by the University and also of the examinations, teaching and other work conducted or done by the University; and

(ii) to cause an inquiry to be made in like manner in respect of any matter connected with the administration of finances of the University, colleges, or institutions.

(5) The Chancellor shall, in every case, give notice to the University of his intention to cause an inspection or inquiry to be made and on receipt of such notice, the University shall have the right to make such representation to the Chancellor as it may consider necessary.

(6) After considering the representation, if any, made by the University, the Chancellor may cause to be made such inspection or inquiry as is referred to in sub-section (4).

(7) Where any inspection or inquiry has been caused to be made by the Chancellor, the University shall be entitled to appoint a representative who shall have the right to be present and to be heard at such inspection or inquiry.

(8) The Chancellor may, if the inspection or inquiry is made in respect of the University or any college or institution maintained by it, address the Vice-Chancellor with reference to the result of such inspection or inquiry, and the Vice-Chancellor shall communicate to the Executive Council the views of the Chancellor and the action to be taken thereon as advised by the Chancellor.

(9) The Executive Council shall communicate through the Vice-Chancellor to the Chancellor such action, if any, as it proposes to take or has taken upon the result of such inspection or inquiry.

(10) Where the Executive Council does not within a reasonable time, take action to the satisfaction of the Chancellor, the Chancellor may, after considering any explanation furnished or representation made by the Executive Council, issue such directions as he may think fit and the Executive Council shall comply with such directions.

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

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

(12) The Chancellor may, at any time, require or direct the University to act in conformity with the provisions of this Act and the Statutes, Ordinances and Regulations made thereunder.

(13) The power exercised by the Chancellor under sub-section (11) and sub-section (12) shall not be called in question in any Civil Court.

(14) Any employee of the University who is aggrieved by the decisions of the Executive Council or the Vice-Chancellor in respect of any disciplinary action taken against him, may address a memorial to the Chancellor in such manner as may be prescribed by Statutes and the decision of the Chancellor shall be final.

(15) The Chancellor shall have such other powers as may be prescribed by the Statutes.

Vice-Chancellor

♣11. (1) The Vice-Chancellor shall be appointed solely on academic considerations. He shall be a distinguished educationist having commitment to the values for which the University stands and abilities to provide leadership to the University by his academic worth, administrative competence and moral stature.

(A) The Government shall constitute a Selection Committee consisting of one nominee of the Chancellor and two nominees of the Executive Council, which shall prepare a panel of at least three names, in alphabetical order, from which the Chancellor, shall appoint the Vice-Chancellor, on the advice of the Government. The terms and conditions of service of the Vice-Chancellor shall be determined by the Chancellor, on the advice of the Government.

(B) The Chancellor may, on the advice of the Government, cause an inquiry to be held in accordance with the principles of natural justice, and remove the Vice-Chancellor from office, if he is found on such inquiry, to be a person patently unfit to be continued in such office.

(2) The Vice-Chancellor shall hold office for a period of three years which may be renewed for not more than one term.

♣Provided that no person shall, be appointed to, or continue in the office of the Vice-Chancellor if he has attained the age of 68 years.

*(3) If the Vice-Chancellor is unable to perform his duties owing to his temporary incapacity on account of illness or any other reason or the office of the Vice-Chancellor falls vacant due to death or otherwise, the Pro-Vice-Chancellor shall perform the duties of the Vice-Chancellor until the existing Vice-Chancellor is able to resume his office or until a regular Vice-Chancellor is appointed, as the case

* Amended vide Haryana Act No.22 of 2008, assented to by the Governor of Haryana on 30.4.2008, published in the Haryana Gazette (Extra.) on 6.5.2008.

♣ Amended vide Haryana Act No.26 of 2010, assented to by the Governor of Haryana on 13.10.2010, published in the Haryana Gazette (Extra.) on 28.10.2010.

* Amended vide Haryana Act No.16 of 2008, assented to by the Governor of Haryana on 17.4.2008, published in the Haryana Gazette (Extra.) on 25.4.2008.

may be. In the absence of both Vice-Chancellor and Pro-Vice-Chancellor, the Chancellor shall make such arrangements for the duties of the Vice-Chancellor to be performed by some authority until Vice-Chancellor or Pro-Vice-Chancellor joins.

(4) The Vice-Chancellor shall be the principal executive and academic officer of the University and shall exercise general supervision and control over the affairs of the University and give effect to the decisions of all the authorities of the University.

▼(5) The Vice-Chancellor may, if he is of the opinion that immediate action is necessary on any matter, exercise any power conferred on any authority of the University by or under this Act, except in the matters involving creation or abolition of a Faculty, Department, or post, the matters involving appointment or removal of an employee.

Provided that the Vice-Chancellor, before exercising powers under this section, shall record in writing the reasons, why the matter cannot wait till the meeting of the authority concerned.

Provided further that if the authority concerned is of the opinion that such action ought not to have been taken, the decision of the authority thereon shall be final.

Provided further that person in the service of the University who is aggrieved by the action taken by the Vice-Chancellor under the sub-section shall have the right to represent to the Executive Council within one month from the date on which decision on such action is communicated to him and thereupon the Executive Council may confirm, modify or reverse the action taken by the Vice-Chancellor. The employee shall be informed that the action has been taken under emergency powers.

(6) The Vice-Chancellor shall exercise such other powers and perform such other duties as may be prescribed by the Statutes or Ordinances.

Pro-Vice-Chancellor

*11-A. (1) The Pro-Vice-Chancellor shall be appointed by the Chancellor on the advice of the Government on such terms and conditions of service as may be determined by him. He shall not be below the rank of a Professor.

▼ Added vide Haryana Act No. 14 of 1994, assented to by the President of India on 8-7-1994, published in Haryana Govt. Gazette (Extra.) on 20-7-1994.

* Amended vide Haryana Act No.16 of 2008, assented to by the Governor of Haryana on 17.4.2008, published in the Haryana Gazette (Extra.) on 25.4.2008.

(2) The Pro-Vice-Chancellor shall hold office for a period of three years which may be renewed for not more than one term :

♦Provided that no person shall be appointed to, or continue in the office of the Pro-Vice-Chancellor if he has attained the age of 68 years.

(3) The Pro-Vice-Chancellor shall exercise such duties as are assigned to him by the Vice-Chancellor.

Registrar

*11-B. (1) The Registrar shall be appointed by the Chancellor on the advice of the Government.

(2) The Registrar shall be Chief Administrative Officer of the University. He shall work directly under the superintendence, direction and control of the Vice-Chancellor.

Other Officers

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

Creation of teaching and non-teaching posts

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

Authorities of the University

13. The following shall be the authorities of the University, namely :-

- (i) the Court;
- (ii) the Executive Council;
- (iii) the Academic Council;
- (iv) the Finance Committee;
- (v) the Faculties;
- (vi) the Academic Planning Board; and

♦ Amended vide Haryana Act No.26 of 2010, assented to by the Governor of Haryana on 13.10.2010, published in the Haryana Gazette (Extra.) on 28.10.2010.

* Amended vide Haryana Govt. Act No. 9 of 1997, assented to by the Governor of Haryana on 31-3-1997, published in Haryana Govt. Gazette (Extra.) on 8.4.1997.

** Added vide Haryana Govt. Act No.14 of 1994, assented to by the President of India on 8-7-1994, published in Haryana Govt. Gazette (Extra.) on 20.7.1994.

- (vii) such other authorities as may be declared by the Statutes to be the authorities of the University.

Court

14. (1) The constitution of the Court, and the term of office of its members shall be prescribed by the Statutes.

(2) Subject to the provisions of this Act, the Court shall have the following powers and functions, namely :—

- (a) to review, from time to time, the broad policies and programmes of the University and to suggest measures for the improvement and development of the University.
- (b) to consider and pass resolution on the annual report, annual budget and the annual accounts of the University and on the audit report of such accounts;
- (c) to advise the Chancellor in respect of any matter which may be referred to it for advice; and
- (d) to perform such other functions as may be prescribed by the Statutes.

Executive Council

15. (1) The Executive Council shall be the principal executive body of the University.

(2) The constitution of the Executive Council, the term of office of its members and its powers and duties shall be such as may be prescribed by the Statutes.

*Provided that the Pro-Vice-Chancellor shall be the *ex-officio* member of the Executive Council.

Academic Council

16. (1) The Academic Council shall be the principal academic body of the University and shall, subject to the provisions of this Act, the Statutes and Ordinances, co-ordinate and exercise general supervision over all academic policies of the University.

(2) The constitution of the Academic Council, the term of office of its members and its powers and duties shall be such as may be prescribed by the Statutes.

*Provided that the Pro-Vice-Chancellor shall be the *ex-officio* member of the Academic Council.

*Amended vide Haryana Act No. 16 of 2008, assented to by the Governor of Haryana on 17-4-2008, published in Haryana Gazette (Extra.) on 25-4-2008.

Faculties

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

Finance Committee

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

*Provided that the Pro-Vice-Chancellor shall be the ex-officio member of the Finance Committee.

Academic Planning Board

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

Statutes and their scope

20. Subject to the provisions of this Act, the Statutes may provide for all or any of the following matters, namely :—

- (a) the constitution, powers and functions of the authorities and other bodies of the University as may be constituted from time to time;
- (b) the classification, mode of appointment, powers and duties of the teachers and the officers of the University;
- (c) the conditions of service including provision for pension or provident fund or insurance scheme for the benefit of the employees of the University;
- (d) the conferment of honorary degrees;
- (e) the establishment and abolition of faculties and departments;
- (f) the institution of fellowships, scholarships, studentships, exhibitions, medals and prizes;
- (g) the maintenance of discipline among the students;
- (h) the conditions under which colleges and institutions may be admitted to the privileges of the University and the withdrawal of the same;
- (i) the delegation of powers vested in the authorities or officers of the University; and

*Amended vide Haryana Act No. 16 of 2008, assented to by the Governor of Haryana on 17-4-2008, published in Haryana Gazette (Extra.) on 25-4-2008.

- (j) all other matters which by this Act, are to be or may be provided for by the Statutes.

Statutes how made

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

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

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

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

(3) The Academic Council may propose to the Executive Council a draft of any Statute relating to academic matters of consideration by the Executive Council.

(4) Every new Statute or addition to the Statute or any amendment or repeal of a Statute shall require the approval of the Chancellor who may approve, disapprove or remit it for further consideration. A Statute *passed by the Executive Council shall have no validity until it has been assented to by the Chancellor.

(5) Notwithstanding anything contained in the foregoing sub-sections, the Chancellor, either suo moto or on the advice of the Government, may direct the Executive Council, to make, amend or repeal the Statutes in respect of any matter specified by him and if the Executive Council fails to implement such a direction within 60 days of its receipt, the Chancellor may, after considering the reasons, if any, communicated by the Executive Council for its inability to comply with such direction, make, amend or repeal the Statutes suitably.

* Amended vide Haryana Govt. Act No. 9 of 1997, assented to by the Governor of Haryana on 31-3-1997, published in Haryana Govt. Gazette (Extra.) on 8-4-1997.

Ordinances and their scope

22. Subject to the provisions of this Act and the Statute, the Ordinances may provide for all or any of following matters, namely :—

- (a) the admission of students to the University and their enrolment as such;
- (b) the courses of study to be laid down for all degrees, diplomas and certificates of the University;
- (c) the conditions under which students shall be admitted to the degree or diploma courses and to the examinations of the University and shall be eligible for degrees and diplomas;
- (d) the fees to be charged for courses of study in the University and for admission to the examination, degrees and diplomas of the University;
- (e) the conditions of the award of fellowships, studentships, exhibitions, medals and prizes;
- (f) the conduct of examinations, including the terms of office and manner of appointment and the duties of examining bodies, examiners and moderators;
- (g) the conditions of residence of students of the University; and
- (h) all other matters which by this Act or the Statutes are to be made or may be provided for by the ordinances.

Ordinances how made

23. (1) The Ordinances shall be made, amended, repealed or added to by the Executive Council.

Provided that no Ordinance shall be made—

- (i) affecting the admission or enrolment of students or prescribing examinations to be recognised as equivalent to the University examinations; and
- (ii) affecting the conditions, mode of appointment or duties of examiners or the conduct or standard of examination or any course of study;

unless the draft of such an Ordinance has been proposed by the Academic Council.

(2) The Executive Council may return to the Academic Council for reconsideration, either in whole or in part, any draft proposed by the Academic Council under sub-section (1) alongwith its suggestions.

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

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

Regulations

24. (1) The authorities of the University may make Regulations consistent with this Act, the Statutes and the Ordinances—

- (a) laying down the procedure to be observed at their meetings; and
- (b) providing for all matters which by this Act, the Statutes or the Ordinances are to be prescribed by Regulations.

(2) Every authority of the University shall make Regulations providing for giving of notice to the members of such authority of the dates of meetings and of the business to be considered at meetings and for the keeping of a record of the proceedings of the meetings.

Annual Report

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

Annual Accounts

26. (1) The annual accounts and the balance-sheet of the University shall be prepared under the directions of the Executive Council and shall once at least every year and at intervals of not more than 15 months be audited by the Director, Local Audit, Haryana (Examiner, Local Fund Accounts, Haryana or any other auditor that may be appointed by the Government. The annual accounts when audited shall be published in the *Haryana Government Gazette* and a copy of annual accounts alongwith the report of the Director, Local Audit, Haryana (Examiner, Local Fund Accounts) or the auditor shall be submitted to the Court and the Chancellor alongwith the observations of the Executive Council. Any observations made by

the Chancellor on the Annual accounts shall be brought to the notice of the Court and the observations of the Court, if any, shall after being considered by the Executive Council, be submitted to the Chancellor.

(2) The Annual accounts and the balance-sheet of the University shall also be submitted to the Government at the time of its submission to the Chancellor.

Conditions of Service of officers and teachers

27. (1) Every salaried officer and teacher, except the Vice-Chancellor shall be appointed under a written contract, which shall be lodged with the University and any dispute arising out of a contract between the University and any of officers or teachers shall, at the request of the teacher or officer concerned or at the instance of the University, be referred to a Tribunal of arbitration consisting of one member appointed by the Executive Council, one member nominated by the officer or teacher concerned and one nominee of the Chancellor. The decision of the majority of the members of the Tribunal shall be final and no suit shall lie in any civil court in respect of the matter decided by the Tribunal.

(2) Every such request shall be deemed to be a submission to arbitration within the meaning of the Arbitration Act, 1940.

Pension, Provident Fund and Insurance Fund

28. (1) The University shall institute for the benefit of its officers, teachers and other employees such pension, provident fund and insurance fund as it may deem fit.

(2) Where any provident fund and insurance fund has been so constituted the provisions of the Provident Fund Act, 1925, shall be applicable to it as it were a Government Provident Fund.

Vacancy not to invalidate proceedings

29. No act done, or proceeding taken, under this Act by any authority or other body of the University shall be invalid merely on the ground—

- (a) of any vacancy or defect in the constitution of the authority or body; or
- (b) of any defect or irregularity in election, nomination or appointment of a person acting as a member thereof; or
- (c) of any defect or irregularity in such act or proceeding, not affecting the merits of the case.

Certain disputes to be referred to Chancellor

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

Powers to remove difficulties

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

Protection of action taken in good faith

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

Mode of Proof of University record

33. Notwithstanding anything to the contrary contained in the Indian Evidence Act, 1872 or in any other law for the time being in force, a copy of any receipt, application, notice, order, proceedings, resolution of any authority or committee of the University, or other documents in possession of the University, or any entry in any register duly maintained by the University, if certified by the Registrar, shall be received as evidence of such receipt, application, notice order, proceedings, resolution, document or the existence of entry in the register and shall be admitted as evidence of the matters and transactions therein where the original thereof would, if produced, have been admissible in evidence.

Repeal and savings

34. The Kurukshetra University Act, 1956 and Statutes made thereunder are hereby repealed :

Provided that the repeal shall not affect—

- (a) the previous operation of the Act so repealed or anything duly done or suffered thereunder; or

- (b) any right, privilege, obligation or liability acquired, accrued or incurred under the Act so repealed; or
- (c) any penalty, forfeiture or punishment incurred in respect of any offence committed against the Act so repealed; or
- (d) any investigation, legal proceeding or remedy in respect of any such right, privilege, obligation, liability, penalty, forfeiture or punishment as aforesaid; and any such investigation, legal proceedings or remedy may be instituted, continued or enforced, and any such penalty, forfeiture or punishment may be imposed as if this Act had not been passed.

THE SCHEDULE**(Statutes of Kurukshetra University under Section 21)****Powers and Duties of the Vice-Chancellor**

1. (1) The Vice-Chancellor shall be *ex-officio* Chairman of the Executive Council, the Academic Council and the Finance Committee, and shall, in the absence of the Chancellor, preside over the convocations of the University held for conferring degrees and over the meetings of the Court. The Vice-Chancellor shall be entitled to be present at, and to address, any meeting of any authority or other body of the University but shall not be entitled to vote thereat, unless he is a member of such authority or body.

(2) It shall be the duty of the Vice-Chancellor to see that the provisions of the Act, the Statutes, the Ordinances and the Regulations are duly observed and he shall take all necessary steps to ensure such observance.

(3) The Vice-Chancellor shall have the power to convene or cause to be convened meetings of the Court, the Executive Council, the Academic Council and the Finance Committee and any other authority or body of the University.

(4) The Vice-Chancellor shall exercise general control over the affairs of the University and shall give effect to the decisions of the authorities of the University.

(5) The decision of the Vice-Chancellor regarding seniority for nomination to the various authorities or bodies of the University, shall be final.

Power and duties of the Pro-Vice-Chancellor

1. (A) (1) The Pro-Vice-Chancellor shall be *ex-officio* Vice-Chairman of the Executive Council, the Academic Council, the Finance Committee, the Selection Committees, in the absence of the Vice-Chancellor, preside over the meetings of the Executive Council, the Academic Council, the Finance Committee and the Selection Committees.

(2) It shall be the duty of the Pro-Vice-Chancellor to see, in the absence of the Vice-Chancellor, that the provisions of the Act, the Statutes, the Ordinances and the Regulations are duly observed and shall take all necessary steps to ensure such observance.

(3) The Pro-Vice-Chancellor, in the absence of the Vice-Chancellor shall have the power to convene or cause to be convened meetings of the Court, the Executive Council, the Academic Council and the Finance Committee and any other authority or body of the University.

(4) The Pro-Vice-Chancellor shall exercise general control over the affairs of those branches of the University administration that are assigned to him by the Vice-Chancellor and shall give effect in those branches to the decisions of the authorities of the University.

Registrar

2. (1) The Registrar shall be *ex-officio* Secretary of the Executive Council and Faculties but shall not be deemed to be a member of any of these authorities. He shall be *ex-officio* Member-Secretary of the Court and the Academic Council.

(2) When the office of the Registrar is vacant or when the Registrar is by reason of illness, or any other cause is unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint temporarily for the purpose till regular appointment is made by the Chancellor on the advice of Government.

(3) It shall be the duty of the Registrar—

- (a) to be the custodian of the records, common seal and such other property of the University as the Vice-Chancellor shall commit to his charge;
- (b) to issue all notices convening meetings of the Court, the Executive Council, the Academic Council, the Faculties and of any committee appointed by any authority of the University;
- (c) to keep the minutes of all meetings of the Court, the Executive Council, the Academic Council, the Faculties and any committee appointed by the authorities of the University;
- (d) to conduct the official correspondence of the Court, the Executive Council, the Academic Council and the Faculties;
- (e) to supply to the Chancellor copies of the agenda, the minutes of the meetings of the authorities of the University as soon as they are issued;
- (f) to file written statements, suits and/or make appeal in the various Courts of Law on behalf of the University;
- (g) to perform such other duties as may, from time to time, be assigned to him by the Vice-Chancellor.

(4) The Registrar shall be the authorised officer to enter into agreements, sign documents and authenticate records on behalf of the University and he shall act in such capacity when the appropriate authority of the University has taken a decision in the matter. He

shall also exercise such other powers and perform such other duties as may be prescribed by the Statutes or the Ordinances.

Other officers of the University

3. The following persons in the service of the University are also declared to be the officers of the University, namely :-

- (a) Proctor;
- (b) Chief Wardens (one each for boys and girls Hostels separately);
- (c) Dean of Students' Welfare, if any;
- (d) Dean Academic Affairs;
- (e) Dean of Colleges;
- (f) Librarian;
- (g) Controller of Examinations.

Proctor, Chief Wardens, Dean of Students' Welfare, Dean Academic Affairs, Dean, Research and Development

4 The Proctor, the Chief Wardens, the Dean of the Students' Welfare, the Dean Academic Affairs, the Dean, Research and Development, if any, shall be appointed by the Executive Council, on the recommendations of the Vice-Chancellor, from amongst the teachers of the University, who shall not be below the rank of Professor, on such terms and conditions as the Vice-Chancellor may recommend to the Executive Council.

Provided that the term of Dean Academic Affairs and Dean, Research and Development shall be two years extendable by another one year, if deemed proper, by the Executive Council, on the recommendations of the Vice-Chancellor.

Dean of Colleges

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

Controller of Examinations

6. (1) The Controller of Examinations, shall be whole-time salaried officer of the University and shall be appointed by the Executive Council, on the recommendations of the Establishment Committee, on such terms and conditions as may be prescribed by the Executive Council.

(2) It shall be the duty of the Controller of Examinations :-

- (a) to conduct examinations in a disciplined and efficient manner;
- (b) to arrange for the setting of papers with strict regard to secrecy;
- (c) to arrange for the examinations of answer-sheets in accordance with the planned time schedule for results;
- (d) to constantly review the system of examinations in order to enhance the level of impartiality and objectivity with a view to make it better instrument for assessing the attainments of students;
- (e) any other matter connected with examinations which may, from time to time, be assigned to him by the Vice-Chancellor.

Librarian

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

Court and its Constitution

8. (1) The Court shall consist of the following members, namely :-

- (a) *Ex-officio* Members—
 - (i) the Chancellor;
 - (ii) the Vice-Chancellor;
 - (ii-a) the Pro-Vice-Chancellor.
 - (iii) the Secretary to Government, Haryana, Education Department, or in his absence, his nominee not below the rank of Joint Secretary;
 - (iv) the Secretary to Government, Haryana, Finance Department, or in his absence, his nominee not below the rank of Joint Secretary;
 - (v) the Higher Education Commissioner, Haryana, or in his absence, Joint Director (Colleges), Haryana;
 - (vi) the Deans of Faculties;
 - (vii) the Registrar;
 - (viii) the Dean of Students' Welfare, if any;
 - (ix) the Dean Academic Affairs;
 - (x) the Dean of Colleges;
 - (xi) the Controller of Examinations;
 - (xii) the Librarian.

(b) Other Members—

- (i) two persons to be elected by the Haryana Vidhan Sabha from amongst its members out of which at least one should be woman;
- (ii) professors of the University not exceeding ten, on the basis of seniority by rotation;
- (iii) five teachers to be elected from amongst associate professors/readers and assistant professors of the University of whom at least two shall be associate Professors/readers. Out of the aforementioned five elected teachers at least one should be woman.
- (iv) (a) one principal and three teachers to be elected from amongst themselves by the principals and teachers respectively, holding their posts in a substantive capacity in Government Colleges of Arts, Science/Commerce, included in each of the two zones to be demarcated by the Vice-Chancellor.
(b) one principal and three teachers to be elected from amongst themselves by the principals and teachers respectively, holding their posts in a substantive capacity in Non-govt. colleges of Arts, Science/Commerce, included in each of the four zones to be demarcated by the Vice-Chancellor.
(c) one principal and three teachers to be elected from amongst themselves by the principals and teachers respectively, holding their posts in a substantive capacity in Colleges/Institutes of Education.
(d) one principal and three teachers to be elected from amongst themselves by the principals and teachers respectively, holding their posts in a substantive capacity in other professional colleges.
Provided that not more than one teacher elected from a zone shall belong to any one college, and out of the three elected teachers from a zone at least one shall be a woman.
- (v) Secretary, Kurukshetra University Students' Union and two Secretaries to be elected from amongst themselves by secretaries of the Students' Union in Colleges for the period from the date of election till 31st May of the academic year;
- (vi) fifteen representatives (ten from amongst eminent academicians and five representatives from industry,

commerce, medicine, engineering etc.) to be nominated by the Chancellor, for a term of three years; Out of the aforementioned fifteen representatives at least five should be women;

- (vii) four persons elected from amongst themselves by the representatives of the managements of colleges, as mentioned below:
 - (a) two persons elected from managements of Non-professional colleges, i.e. Arts, Science/Commerce colleges;
 - (b) two persons from managements of professional colleges.
 - (c) The Registrar shall be the Member-Secretary of the Court.

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

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

(2) Save as otherwise expressly provided, the members of the Court, other than *ex-officio* members, shall hold office for a term of two years.

(3) At all meetings of the Court two-fifth of the members shall form a quorum.

(4) If the required number of members for purposes of quorum is not present within half-an-hour after the appointed time of the meeting, the meeting shall not be held and the Registrar shall make a record of that fact.

(5) The method of election shall be by simple majority voting by ballot and the elections shall be conducted in accordance with the rules framed by the Vice-Chancellor.

Meetings of the Court

9. (1) The Court shall meet thrice or after each four months in a year on a date to be fixed by the Vice-Chancellor.

(2) A special meeting of the Court may be convened at any time, by the Vice-Chancellor himself or on a written request by one-third of its members.

Executive Council and its Constitution

10. (1) The Executive Council shall consist of the following persons, namely :—

I. Ex-Officio Members—

- (i) the Vice-Chancellor;
- (ii) the Pro-Vice-Chancellor.
- (ii) the Secretary to Government, Haryana, Higher Education Department or in his absence, Director Higher Education, Haryana or an officer not below the rank of Deputy Director;
- (iii) the Secretary to Government, Haryana, Finance Department, or in his absence, his nominee not below the rank of Deputy Secretary;

II. Other Members—

- (a) five Deans of the Faculties one from each of the following categories :-
 - (i) Dean, Faculty of Life Sciences and Sciences, by rotation.
 - (ii) Dean, Faculty of Commerce and Management and Social Sciences, by rotation;
 - (iii) Dean, Faculty of Arts and Languages and Law, by rotation;
 - (iv) Dean, Faculty of Indic Studies and Education, by rotation;
 - (v) Dean, Faculties of Engineering and Technology, Ayurvedic Medicines, Medical, Dental Sciences and Pharmaceutical Sciences, by rotation.
- (b) two principals (other than the Deans of the Faculties) of colleges, out of whom one shall be from a women's college, by rotation for one year, on the basis of seniority of experience as Principal;
- (c) one teacher (other than a principal) of a college to be elected by the members of the Court from amongst themselves;
- (d) one out of the professors of the University Teaching Departments/Institutes/Schools excluding Institute of Integrated & Honors Studies; Institute of Teacher Training & Research, Directorate of Distance Education and Institute of Sanskrit & Indological Studies, other than Deans under

Sub-Clause (a), by rotation for one year, on the basis of seniority;

- (e) two teachers of the University Teaching Departments/ Institutes/Schools excluding Institute of Integrated & Honors Studies; Institute of Teacher Training & Research, Directorate of Distance Education and Institute of Sanskrit & Indological Studies other than Professors, to be elected from amongst themselves out of whom at least one shall be an associate professor/reader;
- (f) One teacher of the Institute of Integrated & Honors Studies; Institute of Teacher Training & Research, Directorate of Distance Education and Institute of Sanskrit & Indological Studies to be elected from amongst themselves.
- (g) four persons as the Chancellor's nominee from amongst distinguished educationists of national or international eminence or distinguished servicing/ retired civil servants out of aforesaid four persons at least one should be a woman;
- (h) one out of the non-teaching employees of the University, by rotation for one year, on the basis of seniority. 'Seniority' for the purpose be counted by length of service;

III. The Registrar will be the *ex-officio* Secretary of the Executive Council.

(2) Two-fifth of the members will form a quorum.

(3) Save as otherwise expressly provided, the members of the Executive Council, other than *ex-officio* members shall hold office for a term of two years.

(4) The method of election shall be by simple majority voting by ballot and the elections shall be conducted in accordance with the rules framed by the Vice-Chancellor.

Decision of Executive Council

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

Powers of Executive Council

11. The Executive Council shall exercise the following powers, namely :-

- (a) to hold, control and administer the revenue, property and funds of the University;

- (b) to create teaching and academic posts, to determine the number and emoluments of such posts and to define the duties and conditions of service of professors, associate professors/readers and assistant professors and other academic staff and principals of colleges and institutions maintained by the University

Provided that in respect of the number, qualifications and the emoluments of teachers and academic staff, the Executive Council shall take action after consideration of the recommendations of the Academic Council and the Finance Committee;

- (c) to appoint professors, associate professors, assistant professor, other academic staff and principals of colleges and institutions maintained by the University, on the recommendation of the Selection Committee constituted for the purpose and to fill up temporary vacancies therein;
- (d) to create administrative, ministerial and other posts and to make appointments thereto, in the manner prescribed by the Statutes;
- (e) to manage and regulate the finances, accounts, investments, property, business and all other administrative affairs of the University and for that purpose to appoint such agents as it may think fit;
- (f) to invest any money belonging to the University including any unapplied income in such stocks, funds, shares or securities as it shall, from time to time, think fit or in the purchase of immovable property in India, with the like powers of varying such investments from time to time;
- (g) to transfer or accept transfer of any movable and immovable property on behalf of the University;
- (h) to provide buildings, premises, furniture and apparatus and other means needed, for carrying on the work of the University;
- (i) to select a common seal for the University;
- (j) to delegate any of its powers to the Vice-Chancellor, the Registrar or such other employee or authority of the University or to a committee appointed by it, as it may deem fit;

- (k) to enter into, vary, carry out or cancel contracts on behalf of the University;
- (l) to make, amend or repeal the Statutes;
- (m) to make decisions regarding maintenance of discipline among students;
- (n) to exercise such other powers and perform such other duties as may be conferred or imposed on the Executive Council by the Act or the Statutes or the Ordinances; and
- (o) to exercise all powers of the University not otherwise provided for by the Act, the Statutes, or the Ordinances.

Academic Council and its Constitution

12. (1) The Academic Council shall consist of the following persons, namely :—

I. Ex-officio Members —

- (i) the Vice-Chancellor;
- (i-a) the Pro-Vice-Chancellor.
- (ii) the Higher Education Commissioner, Haryana, or the Joint Director (Colleges), Haryana or any nominee of Higher Education Commissioner not below the rank of Deputy Director (Colleges);
- (iii) the Registrar;
- (iv) the Deans of Faculties;
- (v) the Deans of the Students' Welfare, if any;
- (vi) the Dean Academic Affairs;
- (vii) the Dean of Colleges;
- (viii) the Chairpersons/Directors/Principals of the University Teaching Departments/Institutes/Schools;
- (ix) the Chief Warden of University Hostels;
- (x) the Principal, Shri Krishna Government Ayurvedic College, Kurukshetra;
- (xi) the Proctor;
- (xii) the Controller of Examinations, if any;
- (xiii) the Librarian of the University Library;
- (xiv) the Curator of the University Museum;

- (xv) one out of the principals (other than Dean) of the Dental Colleges affiliated to this University, by rotation;
- (xvi) professor(s) Emeritus appointed by the University/Emeritus Fellow appointed by the U.G.C. (but without having right to vote or seek election);
- (xvii) Director, Institute of Sanskrit & Indological Studies;

II. Other Members :-

- (i) one professor appointed by the University from each University Teaching Department/Institute/School, by rotation, on the basis of seniority;
- (ii) one University associate professor/ readers from each faculty, by rotation, on the basis of seniority;
- (iii) one University assistant Professor from each faculty, by rotation, on the basis of seniority;
- (iv)(a) one principal and three teachers to be elected from amongst themselves by the principals and teachers respectively, holding their posts in a substantive capacity in Government Colleges of Arts, Science/ Commerce, included in each of the two zones to be demarcated by the Vice-Chancellor.
- (b) one principal and three teachers to be elected from amongst themselves by the principals and teachers respectively, holding their posts in a substantive capacity in Non-govt. colleges of Arts, Science/ Commerce, included in each of the four zones to be demarcated by the Vice-Chancellor.
- (c) one principal and three teachers to be elected from amongst themselves by the principals and teachers respectively, holding their posts in a substantive capacity in Colleges/Institutes of Education.
- (d) one principal and three teachers to be elected from amongst themselves by the principals and teachers respectively, holding their posts in a substantive capacity in other professional colleges.

Provided that not more than one teacher elected from a zone shall belong to any one college, and out of the three elected teachers from a zone at least one shall be a woman.

- (v) five educationists of national or international eminence to be nominated by the Vice-Chancellor,

from outside the University; provided that not more than one of them shall be from the same field;

- (vi) three persons elected by the Court from amongst its own members;
- (vii) president, Kurukshetra University Students' Union and two presidents to be elected from amongst themselves by the presidents of the Students' Unions in the Colleges for the period from the date of election till 31st May of the Academic Year.

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

- III. (1) The Registrar shall be the Member-Secretary of the Academic Council.
- (2) Two-fifth of the members will form a quorum.
- (3) Save as otherwise expressly provided, the members of the Academic Council, other than *ex-officio* members, shall hold office for a term of two years.
- (4) The method of election shall be by simple majority voting by ballot and the elections shall be conducted in accordance with the rules framed by the Vice-Chancellor.

Powers of Academic Council

13. (1) The Academic Council shall exercise the following powers, namely :-

- (a) to exercise general supervision over the academic policies of the University and to give directions regarding methods of instruction, co-operative teaching among colleges and institutions, evaluation of research or improvements in academic standards;
- (b) to consider matters of general academic interest either on its own initiative or on a reference by the Chancellor, the Vice-Chancellor, the Executive Council or a Faculty and to take appropriate action thereon;
- (c) to recommend to the Executive Council, the creation and abolition of teaching posts;
- (d) to prescribe syllabi and courses of study for various examinations on the recommendations of the faculties;
- (e) to frame such regulations consistent with the Statutes and Ordinances regarding the academic functions of the University, discipline, residence, admissions,

awards of fellowships, studentships, scholarships, medals and prizes, fee concessions, corporate life and attendance; and

- (f) to exercise such other powers and perform such other duties as may be conferred or imposed on the Academic Council by the Act, the Statutes, or the Ordinances.

(2) All the decisions of the Academic Council as regards syllabi and courses of studies and conducting of examinations in so far as they are not provided for by the Statutes and Ordinances, shall be final.

Composition of Finance Committee

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

I. *Ex-officio members :*

- (a) the Vice-Chancellor (Chairman);
 (a-i) the Pro-Vice-Chancellor.
 (b) the Secretary to Government, Haryana, Finance Department or in his absence, his nominee not below the rank of Joint Secretary;
 (c) the Secretary to Government, Haryana, Education Department or in his absence, Higher Education Commissioner, Haryana;

II. *Other members :-*

- (a) one member nominated by the Chancellor;
 (b) two Deans of Faculties to be nominated by the Vice-Chancellor;
 (2) the Registrar will be the Secretary of the Committee.
 (3) Nominated members of the Finance Committee; shall hold office for a term of two years
 (4) Three members, out of whom at least one member shall be from amongst (b) or (c) of clause (1) above, shall form the quorum.

Functions and Powers of Finance Committee

15. (1) The Finance Committee shall examine the accounts and scrutinize the proposals for expenditure and shall submit the annual budget to the Executive Council for approval.

(2) It shall examine and recommend to the Executive Council the creation of teaching and other posts.

(3) It shall fix limits for the total recurring expenditure and the total non-recurring expenditure for the year based on the resources and income of the University. No expenditure shall be incurred by the University in excess of the limits so fixed. No expenditure other than that provided in the budget shall be incurred by the University without prior approval of the Finance Committee.

(4) The annual account and the official estimates of the University shall be laid before the Finance Committee for its consideration and comments thereon and thereafter submitted to the Executive Council for approval.

Faculties of the University

16. There shall be the following Faculties:-

- (1) Faculty of Arts and Languages.
- (2) Faculty of Social Sciences.
- (3) Faculty of Life Sciences
- (4) Faculty of Sciences.
- (5) Faculty of Education.
- (6) Faculty of Indic Studies.
- (7) Faculty of Engineering and Technology.
- (8) Faculty of Law.
- (9) Faculty of Commerce and Management.
- (10) Faculty of Ayurvedic Medicine.
- (11) Faculty of Medical and Dental Sciences.
- (12) Faculty of Pharmaceutical Sciences.
- (13) Such other Faculties as the Executive Council, on the recommendation of the Academic Council, may institute.

Constitution of Faculties

17. (1) Each Faculty shall consist of-

- (i) Dean of the Faculty.
- (ii) Chairpersons/Directors/Principals of the University Teaching Departments/Institutes/Schools included in that Faculty.
- (iii) All the Professors appointed/recognized by the University in the subjects included in the Faculty.
- (iv) Two associate professors/readers and one assistant professor appointed or recognized by the University in

the subject included in the Faculty, nominated by the Vice-Chancellor by rotation according to seniority.

- (v) Two persons from amongst the senior teachers of the Post-graduate Departments in the subjects concerned with at least 10 years' teaching experience in the colleges admitted to the privileges of the University, nominated by the Vice-Chancellor.

Provided that not more than one such person shall be from the same college and no person will be nominated for two consecutive terms.

- (vi) Eight teachers (including principals) of the colleges admitted to the privileges of the University, teaching under-graduate classes in the concerned subjects, to be nominated by the Vice-Chancellor ensuring that in so far as practicable all the subjects are suitably represented and there is not more than one such member from any one college, and that they belong to different areas.

Provided that no teacher shall be nominated for two consecutive terms.

- (vii) Such other outside persons as may be nominated to the Faculty by the Academic Council on account of their expert knowledge of the subject(s) comprising the Faculty as under :-
- (a) Not exceeding a total of five experts, if the number of Post-graduate Departments in the Faculty is five or less.
- (b) Not exceeding the number of Departments, if the number of Post-graduate Departments in the Faculty is more than five.

- (2) Members nominated shall hold office for two years.

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

- (3) The Registrar will be the Secretary of every Faculty.

- (4) Two-fifth of the members in each Faculty shall form a quorum.

Deans of Faculties

18. (1) There shall be a Dean of each Faculty who shall be appointed by the Vice-Chancellor. The Dean shall be appointed in rotation on the basis of seniority from amongst the professors in various Departments comprising the Faculty; provided that a

Professor appointed as Dean, will get his next turn after all the Professors in the Faculty, have been appointed as Dean in order of their seniority. Provided further that in case there is no Professor in the Faculty, the Dean shall be appointed from amongst the readers in the concerned Departments.

Provided that the Principal, Shri Krishna Govt. Ayurvedic College, Kurukshetra shall be *ex-officio* Dean of the Faculty of Ayurvedic Medicine.

Provided further that in the case of Faculty of Engineering and Technology, the Dean shall be appointed by the Vice-Chancellor in rotation between the Director, University Institute of Engg. and Technology and the Director of the Institute of Instrumentation Engineering.

Provided still further that in the case of Faculty of Medical & Dental Sciences, the Dean shall be appointed by the Vice-Chancellor in rotation from amongst the Principals of affiliated Dental Colleges.

(2) No remuneration shall be attached to the office of the Dean who shall hold office for three years only.

(3) The Dean shall convene the meetings of his Faculty and will preside over them.

(4) The Dean shall be responsible for the co-ordination of teaching therein and the execution of the decisions of the Faculty.

(5) He shall have the right to be present and to take part in discussion at any meeting of any committee of the Faculty.

Powers of Faculties

19. Subject to the control of the Academic Council, the powers of the Faculty shall be—

- (a) to co-ordinate the teaching and research work of the University in the subjects assigned to the Faculty;
- (b) to recommend to the Academic Council courses of studies and syllabi for the different examinations after necessary report from the Board of Studies;
- (c) to receive the reports from the Departments for the creation and abolition of posts and to forward them to the Academic Council with such recommendations as it thinks fit;
- (d) to discuss and suggest to the Academic Council schemes for the Advancement in the standards of teaching and examinations; and

- (e) to deal with any other matter that may be referred to it by the Academic Council or the Vice-Chancellor or the Dean of Faculty.

Chairpersons/Directors/Principals of the University Teaching Departments/Institutes/Schools.

20.(1) Each University Teaching Department/Institute/ School except Institute of Integrated & Honors Studies and Institute of Teacher Training and Research shall have a Chairperson/Director who shall be appointed by the Vice-Chancellor for a period of three years by rotation as per seniority.

Provided that—

- (a) if a Department has two or more professors, the Chairmanship shall rotate by seniority only among professors.

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

- (b) if a Department has only one professor, the chairpersonship shall rotate between the professor and the senior-most associate professor/reader;
- (c) if a Department has no professor, the chairpersonship shall rotate between the two senior-most associate professors/readers;
- (d) if a Department has only (i) one Professor and no Associate Professor or (ii) only one Associate Professor and no Professor, then, the Vice-Chancellor, under special circumstances, if he deems fit, may appoint the senior most Assistant Professor (in AGP Rs.8000/-) having atleast 9 years experience in the Department as Chairperson, and report the matter to the Executive Council in its next meeting.
- (e) the Vice-Chancellor, if he considers it necessary for any administrative reason, may deviate from the principle of seniority, in which case he will report the matter to the Executive Council at its next meeting.

(2) In the case of a Department where no teacher is eligible for appointment as Chairperson or for such Departments where instruction is imparted only up to the Under-graduate level in the colleges, the Dean of the concerned Faculty shall be the Chairperson.

(3) In case a senior person is on long leave, the next eligible person will be appointed as Chairperson of the Department and he will

continue as such till the completion of his term, even if the senior person returns from leave during that period. However, the senior person will be eligible for appointment as Chairperson after the expiry of the term of the present incumbent.

(4) In case the Chairperson of a Department, by reason of illness, absence or any other cause, is unable to perform the duties of his office, the duties of the office shall be performed by the next eligible person, unless, the Vice-Chancellor orders otherwise.

(5) In case a person refuses to accept the offer of appointment as Chairperson or resigns on his own, he will not be eligible for appointment as Chairperson of the Department till his turn comes again after the completion of the rotation circle among the eligible teachers.

(6) If the Vice-Chancellor deems it necessary, he may appoint the next eligible person as Chairperson irrespective of the fact that the term of the present Chairperson has not yet expired, in which case he will report the matter to the Executive Council at its next meeting.

(7) The Directors/Principals of the Institutes/Schools included under Statute 26 shall be appointed as per provision of Statute 21. However, the Vice-Chancellor may appoint a Director/ Principal till a regular appointment as per seniority is made and report the matter to the Executive Council.

Appointments

21. (1) All appointments to teaching posts shall be made by the Executive Council on the recommendations of the Selection Committee.

(2) Appointments to Class-A posts (non teaching/technical) shall be made by the Executive Council on the recommendation of the Establishment Committee/Selection Committee.

(3) Appointments to posts other than Class-A shall be made by the Vice-Chancellor after complying with the due procedure laid down in the rules or orders.

(4) Notwithstanding anything contained in Clauses (1), (2) and (3) above, the Vice-Chancellor may, where he considers necessary, make an ad-hoc or temporary appointment for a period not exceeding six months, at a time, if it is not possible or desirable to make regular appointment. Where the appointing authority is the Executive Council, the decision taken by the Vice-Chancellor shall be reported to the Executive Council in its next meeting.

(5) Notwithstanding anything contained in Statutes, the Executive Council based on the recommendations of the appropriate Selection Committee may invite a person of High Academic distinction and professional attainments to accept a post of Professor

in the University, on such terms and conditions as it deems fit, and on the person agreeing to do so, appoint him to the post.

(6) The appointing authorities mentioned in Clauses (2) and (3) above may make temporary appointments by promotion in excess of six months to fill vacancies created by persons going on leave on any grounds specified in the rules or on deputation under the Foreign Service Rules, after complying with the due procedures laid down in the rules or orders, without prejudices to the reversion of persons so appointed on temporary basis to their permanent grades on the return of persons on leave or deputation.

Selection Committees

22.(1)(a) The Selection Committee for the appointment/ promotion to the post of Professor (direct recruitment/Career Advancement Scheme) shall have the following composition:

1. Vice-Chancellor or Acting Vice-Chancellor to be the Chairperson of the Selection Committee;
2. An academician nominated by the Chancellor;
3. Dean of the faculty, wherever applicable;
4. Chairperson of the Department/ School/Director of the Institute;
5. Three experts in the concerned subject/field nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the University.

Provided that the Vice-Chancellor may add more names to the panel in special circumstances and report these names to the Executive Council at its next sitting

6. An academician representing SC/ST/OBC/Minority/ Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the Selection Committee do not belong to that category.

At least four members including two outside subject experts, shall constitute the quorum.

(b) The Selection Committee for the appointment/promotion to the post of Associate Professor(direct recruitment/Career Advancement Scheme) shall have the following composition:

1. Vice-Chancellor or Acting Vice-Chancellor to be the Chairperson of the Selection Committee.
2. An academician nominated by the Chancellor.
3. Dean of the faculty, wherever applicable.

4. Chairperson of the Department/ School/ Director of the Institute/Principal of the College concerned. (if an appointment/promotion is to be made exclusively for teaching in the Institute/College);
5. Three experts in the concerned subject/field nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the University;

Provided that the Vice-Chancellor may add more names to the panel in special circumstances and report these names to the Executive Council at its next sitting.

6. An academician representing SC/ST/OBC/ Minority/ Women/ Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the Selection Committee do not belong to that category.

At least four members including two outside subject experts, shall constitute the quorum.

(c) Selection Committee for the appointment to the post of Assistant Professor shall have the following composition:

1. The Vice-Chancellor or Acting Vice-Chancellor to be the Chairperson of the Selection Committee;
2. An academician nominated by the Chancellor;
3. Dean of the concerned Faculty, wherever applicable;
4. Chairperson of the Department/School, Director of the Institute or Principal of the College concerned. (if an appointment is to be made exclusively for teaching in the Institute/College);
5. Three experts in the concerned subject nominated by the Vice-Chancellor or Acting Vice-Chancellor out of the panel of names approved by the relevant statutory body of the University;

Provided that the Vice-Chancellor may add more names to the panel in special circumstances and report these names to the Executive Council at its next sitting.

6. An academician representing SC/ST/OBC/Minority/ Women/ Differently-abled categories to be nominated by the Vice-Chancellor or Acting Vice-Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the selection committee do not belong to that category.

At least four members including two outside subject experts, shall constitute the quorum.

- (d) Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education and Sports, Librarians, Deputy Librarians and Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor, respectively, except that the concerned expert in Physical Education and Sports or Sports Administration or Library, practicing Librarian/Physical Director, as the case may be, shall be associated with the Selection Committee as one of the subject expert.
- (2) The Vice-Chancellor or Acting Vice-Chancellor shall preside at the meetings of the Selection Committee and Registrar shall act as its Secretary. The meeting of a Selection Committee shall be convened by, or under the directions of the Vice-Chancellor or Acting Vice-Chancellor.
- (3) The Selection Committee shall consider and submit to the Executive Council recommendations as to the appointment referred to it. If the Executive Council is unable to accept the recommendation made by the Committee, it shall record its reasons and submit the case to the Chancellor for final orders.

Selection Procedures for both direct recruitment and Career Advancement Scheme promotions:

1. The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on weightage given to the performance of the candidate in different relevant dimensions and his/her performance on a scoring system proforma, based on the Academic Performance Indicators (API) as provided Tables I to IX of Appendix IV and prescribed by the State Government from time to time. In order to make the system more credible, the Selection Committees may assess the ability for teaching and/ or research aptitude through a seminar or lecture in a class room situation or discussion on the capacity to use latest technology in teaching and research at the interview stage. These procedures can be followed for both direct recruitment and CAS promotions wherever selection committees are prescribed.

2. In all the Selection Committees of direct recruitment of teachers and other academic staff in Universities and maintained colleges provided herein, an academician representing Scheduled Caste/Scheduled Tribe/OBC/ Minority/Women/ Differently-abled categories, if any of candidates representing these categories is the

applicant and if any of the members of the selection committee do not belong to that category, shall be nominated by the Vice-Chancellor or Acting Vice-Chancellor. The academician, so nominated for this purpose, shall be one level above the cadre level of the applicant, and such nominee shall ensure that the norms of the State Government, in relation to the categories mentioned above, are strictly followed during the selection process.

3. Beside the indexed publications documented by various discipline-specific databases, the University concerned shall draw through committee(s) of subject experts and ISBN/ISSN experts: (a) a comprehensive list of National/ Regional level journals of quality in the concerned subject(s); and (b) a comprehensive list of Indian language journals/ periodicals/ official publication volumes of language bodies and upload them on the University website which are to be updated periodically.

4. In respect of Indian language publications, equivalence in quality shall be prescribed for Universities located in a State by a Co-ordination Committee of experts.

5. At the time of assessing the quality of publications of the candidates during their appointments/ promotions, the selection committees shall have to be provided with the above two lists which could be considered by the selection committees alongwith the other discipline-specific databases.

6. The process of selection of Associate Professor should involve inviting the bio-data with the duly filled Performance Based Appraisal System (PBAS) proforma developed by the university based on the API criteria and template provided in this Regulation. Without prejudice, and in addition, to the requirements provided for selection of Associate Professor, the prescription of research publications for promotion from the post of Assistant Professor to Associate Professor in maintained colleges shall be, during the period of service as Assistant Professor, on a graded scale is as follows:-

- a. for those who possess a Ph.D Degree, one publication made during the period of service as Assistant Professor, in addition to the Ph.D thesis;
- b. for those with a M.Phil Degree, 2 publications made during the period of service as Assistant Professor, in addition to the M.Phil thesis; and
- c. for those without Ph.D or M.Phil qualification, at least 3 publications during the period of service as Assistant Professor.

Provided that in so far as teachers in Universities are concerned, three publications shall be required to be submitted for all the three categories mentioned above for consideration of promotion from Assistant Professor to Associate Professor.

Provided further that such publications shall be provided to the subject experts for assessment before the interview and the evaluation score of the publications provided by the experts shall be factored into the weightage scores while finalizing the outcome of selection by the selection committee.

7. The process of selection of Professor shall involve inviting the bio-data with duly filled Performance Based Appraisal System (PBAS) proforma developed by the university based on the API criteria based PBAS set out and reprints of five major publications of the candidates.

Provided that such publications submitted by the candidate shall have been published subsequent to the period from which the teacher was placed in the Assistant Professor Stage-II.

Provided further that such publications shall be provided to the subject experts for assessment before the interview and the evaluation of the publications by the experts shall be factored into the weightage scores while finalizing the outcome of selection.

The Academic Performance Indicator (API) scoring system in the process of selection of Principal shall also involve the following:

- a. Assessment of aptitude for teaching, research and administration;
- b. Ability to communicate clearly and effectively;
- c. Ability to plan, analyse and discuss curriculum development, research problems and college development/ administration;
- d. Ability to deliver lecture programmes to be assessed by requiring the candidate to participate in a group discussion or exposure to a class room situation by a lecture; and
- e. Analysis of the merits and credentials of the candidates on the basis of the Performance Based Appraisal System (PBAS) proforma.

8. In the selection process for posts involving different nature of responsibilities in certain disciplines/ areas, such as Music and Fine Arts, Visual Arts and Performing arts, Physical education and Library, greater emphasis may be laid on the nature of deliverables indicated against each of the posts which need to be taken up by the concerned institution as per API based PBAS proforma for both direct recruitment and CAS promotions.

9. The minimum norms of Selection Committees and Selection Procedures as well as API score requirements for the above cadres, either through direct recruitment or through Career Advancement Schemes Regulation, shall be similar.

Establishment Committee

23. The Constitution of the Establishment Committee shall be as determined by the Ordinances.

Constitution and functions of Academic Planning Board

24. (1) The Academic Planning Board shall consist of :-

- (a) Vice-Chancellor;
- (b) not more than seven persons of high academic standing who shall be appointed by the Chancellor for a term of two years;
- (c) the Registrar who shall also be the Secretary to the Board.

(2) The recommendations of the Board shall be implemented after they are approved by appropriate authorities of the University.

(3) It shall advise on the planning and development of the University particularly in respect of the standard of education and research in the University.

Convocation

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

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

Departments/Institutes/Schools

26. There shall be the following University Teaching Departments/Institutes/Schools :—

- (1) Department of Ancient Indian History, Culture and Archaeology.
- (2) Department of Anthropology.
- (3) Department of Applied Sciences
- (4) Department of Humanities
- (5) Department of Ayurveda.
- (6) Department of Botany.

- (7) Department of Bio-Chemistry.
- (8) Department of Chemistry.
- (9) Department of Civil Engineering.
- (10) Department of Commerce.
- (11) Department of Computer Science and Applications.
- (12) Department of Computer Science and Engineering.
- (13) Department of Chemical Engineering.
- (14) Department of English.
- (15) Department of Economics
- (16) Department of Education.
- (17) Department of Electrical Engineering.
- (18) Department of Electronics & Communication Engineering.
- (19) Department of Food Technology.
- (20) Department of Fine Arts.
- (21) Department of Geography.
- (22) Department of Geology.
- (23) Department of Geophysics
- (24) Department of Hindi.
- (25) Department of History.
- (26) Department of Home Science.
- (27) Department of Information Technology.
- (28) Department of Library and Information Science.
- (29) Department of Law.
- (30) Department of Mathematics.
- (31) University School of Management.
- (32) Department of Mechanical Engineering.
- (33) Department of Music and Dance.
- (34) Department of Foreign Languages.
- (35) Department of Military Science.
- (36) Department of Panjabi.
- (37) Department of Philosophy.
- (38) Department of Psychology.
- (39) Department of Physical Education.
- (40) Department of Physics.
- (41) Department of Political Science.
- (42) Department of Public Administration.
- (43) Department of Sociology.
- (44) Department of Social Work.

- (45) Department of Sanskrit, Pali and Prakrit.
- (46) Department of Statistics and Operational Research.
- (47) Department of Tamil.
- (48) Department of Urdu & Persian.
- (49) Department of Zoology.
- (50) Department of Tourism and Hotel Management.
- (51) Department of Electronic Science.
- (52) Department of Dental Sciences.
- (53) Institute of Pharmaceutical Sciences.
- (54) Institute of Mass Communication and Media Technology.
- (55) Department of Microbiology.
- (56) Department of Instrumentation.
- (57) Department of Bio-technology.
- (58) Department of Bio-technology and Engineering.
- (59) Department of Industrial Chemistry.
- (60) University Institute of Engineering & Technology.
- (61) Institute of Law.
- (62) Institute of Environmental Studies.
- (63) Institute of Management Studies.
- (64) Institute of Integrated and Honors Studies.
- (65) Institute of Teacher Training & Research.

Assignment of Department/Institute/School of Studies to Faculties

27. The following shall be the University Teaching Department/ Institute/School of Studies assigned to various Faculties :-

(1) Arts and Languages —

- (i) English
- (ii) Hindi
- (iii) Library and Information Science
- (iv) Foreign Languages
- (v) Panjabi
- (vi) Tamil
- (vii) Urdu and Persian

(2) Social Sciences —

- (i) Anthropology
- (ii) Economics
- (iii) History

- (iv) Political Science
 - (v) Psychology
 - (vi) Public Administration
 - (vii) Sociology
 - (viii) Social Work
- (3) Life Sciences —**
- (i) Bio-Chemistry
 - (ii) Bio-Technology
 - (iii) Botany
 - (iv) Home Science
 - (v) Microbiology
 - (vi) Zoology
 - (vii) Institute of Environmental Studies
- (4) Sciences —**
- (i) Chemistry
 - (ii) Computer Science & Applications
 - (iii) Electronic Science
 - (iv) Geography
 - (v) Geology
 - (vi) Geophysics
 - (vii) Industrial Chemistry
 - (viii) Mathematics
 - (ix) Physics
 - (x) Statistics & Operational Research
 - (xi) Instrumentation
- (5) Education—**
- (i) Education
 - (ii) Military Science
 - (iii) Physical Education
 - (iv) Institute of Integrated & Honors Studies.
 - (v) Institute of Teacher Training & Research.
- (6) Indic Studies—**
- (i) Ancient Indian History, Culture and Archaeology
 - (ii) Fine Arts
 - (iii) Music and Dance
 - (iv) Philosophy
 - (v) Sanskrit, Pali and Prakrit

(7) Engineering & Technology —

- (i) Applied Sciences
- (ii) Bio-Technology and Engineering
- (iii) Civil Engineering
- (iv) Computer Science and Engineering
- (v) Chemical Engineering
- (vi) Electronics and Communication Engineering
- (vii) Electrical Engineering
- (viii) Food Technology
- (ix) Information Technology
- (x) Humanities
- (xi) Mechanical Engineering

(8) Law —

- (i) Law
- (ii) Institute of Law

(9) Commerce and Management—

- (i) Commerce
- (ii) University School of Management
- (iii) Tourism and Hotel Management
- (iv) Institute of Mass Communication and Media Technology
- (v) Institute of Management Studies

(10) Ayurvedic Medicine —

- (i) Ayurveda

(11) Medical and Dental Sciences —

- (i) Dental Sciences

(12) Pharmaceutical Sciences —

- (i) Institute of Pharmaceutical Sciences

Boards of Studies

28. (1) Every University Teaching Department/Institute/School except Institute of Integrated & Honors Studies and Institute of Teacher Training & Research, included in a Faculty, other than in the Faculties of Law, Engineering and Technology, Ayurvedic Medicine and Medical and Dental Sciences shall have two Boards of Studies, one for Under-Graduate Studies and the other for Post-Graduate Studies.

(2) The Departments/Institutes/Schools in the Faculties of Law, Engineering and Technology, Ayurvedic Medicine and Medical and Dental Sciences shall have only one Board of Studies, which shall be governed by Clauses (6) to (9).

- (3) The Board of Under-graduate Studies shall consist of—
- (i) The Chairperson/Director of the University Teaching Department/Institute/School.
 - (ii) One professor appointed or recognized by the University in the subject, to be nominated by the Vice-Chancellor, by rotation, according to seniority.
 - (iii) Principals of the Institute of Integrated & Honors Studies and Institute of Teacher Training & Research (for Board of Under-graduate Studies in Education only).
 - (iv) One teacher of the Institute of Teacher Training & Research to be nominated by the Vice-Chancellor by rotation according to seniority (for Board of Under-graduate Studies in Education.)
 - (v) one associate professor/reader and one assistant professor appointed or recognized by the University in the subject to be nominated by the Vice-Chancellor, by rotation, according to seniority.
 - (vi) One teacher from the Institute of Integrated & Honors Studies in each subject concerned running in the Institute to be nominated by the Vice-Chancellor by rotation according to seniority (for the concerned Board of Under-graduate Studies).
 - (vii) Six teachers (including Principals) of Under-graduate Classes from the Colleges including the Directorate of Distance Education, in the subject concerned to be nominated by the Vice-Chancellor by rotation, according to seniority, to be determined by the length of Under-graduate teaching experience ensuring that there is not more than one such member from anyone college and that there is at least one member from each of the four zones to be demarcated by the Vice-Chancellor.
 - (viii) Two teachers (including Principals) of Sanskrit Institutions (Vidyalayas) to be nominated by the Vice-Chancellor by rotation in order of seniority.

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

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

- (ix) Two outside experts to be nominated by the Vice-Chancellor in consultation with the Chairperson of the Department.

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

(4) The Board of Post-graduate Studies shall consist of—

- (i) The Chairperson/Director of the Department/Institute.
- (ii) All the professors appointed or recognized by the University in the subject.
- (iii) Two associate professors/readers and two assistant professors appointed or recognized by the University in the subject to be nominated by the Vice-Chancellor, by rotation, according to seniority.
- (iv) Two teachers (including the Heads of the Post-graduate Departments in Colleges admitted to the privileges of the University in the subject concerned with at least 10 years teaching experience, out of which 5 years shall be as a Post-graduate Degree teacher, to be nominated by the Vice-Chancellor, by rotation according to seniority to be determined by the length of Post-graduate Teaching experience.

Provided that if the number of Colleges having Post-graduate Departments is more than six then one more teacher of the subject concerned will be nominated but not more than one such member shall be from the same college.

- (v) Two teachers including Principals of Sanskrit Institution (Vidyalayas) with at least 10 years teaching experience, out of which 5 years shall be as a teacher of Acharya Classes to be nominated by the Vice-Chancellor by rotation according to seniority to be determined by the length of teaching experience of Acharya Classes ensuring that not more than one such member shall be from the same institution (for Board of Post-graduate Studies in Sanskrit).
- (vi) Two outside experts to be nominated by the Vice-Chancellor, in consultation with the Chairperson of the Department.

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

(5) (i) The Board of Under-graduate Studies shall recommend to the Academic Council, through the Faculty concerned, courses and syllabuses of studies and text-books for the various subjects for under-graduate classes and the Board of Post-graduate Studies shall make such recommendations in respect of the subjects for Post-graduate classes and Research degrees.

(ii) The Boards of Studies shall also make recommendations to the Academic Council, regarding the appointment of Paper-setters and Examiners for the under-graduate or the post-graduate courses as the case may be.

(iii) The Boards of Studies shall deal with any other matter that may be referred to them by the Faculty. The Chairperson of the Department shall be the Chairperson of the Board. Members, other than *ex-officio* members, shall hold office for two years.

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

(6) The Board of Studies in Law shall consist of—

- (i) The Chairperson/Director of the Department/Institute.
- (ii) All the professors in the Department of Law.
- (iii) Two associate professors/readers and two assistant professors from the Department of Law, to be nominated by the Vice-Chancellor by rotation according to seniority.
- (iv) Two outside experts to be nominated by the Vice-Chancellor in consultation with the Chairperson of the Department.

Provided that the Court, on the recommendation of the Academic Council, may increase the number of members of the Board of Studies in Law under sub-clause (iv) above.

(7) The Board of Studies of each Department in the Faculty of Engineering and Technology shall consist of—

- (i) Dean of the Faculty (where there is ...Chairman of
no Chairperson of the Department/ Board of
Director of the Institute) Studies

- (ii) Chairperson of the Department/ ...Chairman of
Director of the Institute Board of
Studies.
- (iii) All the Professors in the Department.
- (iv) Two associate professors/readers and two assistant professors from the Department to be nominated by the Vice-Chancellor, by rotation, according to seniority.
- (v) Six teachers (including Principals) of Under-graduate classes from the colleges in the subject concerned to be nominated by the Vice-Chancellor, by rotation, according to seniority to be determined by the length of Under-graduate teaching experience ensuring that there is not more than one such member from anyone college.
- (vi) Two teachers including the Heads of the Post-graduate Departments in Colleges admitted to the privileges of the University in the subject concerned with at least 10 years teaching experience, out of which 5 years shall be as a Post-graduate Degree teacher, to be nominated by the Vice-Chancellor, by rotation according to seniority to be determined by the length of Post-graduate teaching experience ensuring that there is not more than one such member from the same college.
- (vii) Two outside experts to be nominated by the Vice-Chancellor from the panel recommended by the Chairperson of the Department.

Provided that the Executive Council on the recommendations of the Academic Council, may increase the number of members of the Board of Studies under sub-Clause (vii) above.

(8) The Board of Studies in the subjects of Medical and Dental Sciences/Ayurveda shall consist of :-

- (i) Chairperson/Director of the Department/Institute, will be Chairman of Board of Studies.

Where there is no Chairperson/ Director of the Department/Institute, Dean of the Faculty concerned will be Chairman of the Board of Studies.

- (ii) Principal(s) of the College(s) affiliated to the University.

- (iii) All the Professors of the Colleges affiliated to the University.
- (iv) One reader/assistant professor and one lecturer of the affiliated colleges, to be nominated by the Vice-Chancellor, by rotation according to seniority.
- (v) Two outside experts to be nominated by the Vice-Chancellor in consultation with the Chairman of the Board.

Provided that the Executive Council on the recommendations of the Academic Council, may increase the number of members of the Board of Studies under sub-clause (v) above.

(9) The Boards of studies in Law, Medical and Dental Sciences, Ayurveda, and all the Boards in the Faculty of Engineering and Technology shall –

- (i) recommend to the Academic Council through the Faculty of Law; Medical and Dental Sciences; Ayurvedic Medicine and Engineering & Technology the courses and syllabuses of studies and text books for the various courses and research degrees;
- (ii) make recommendations to the Academic Council regarding the appointment of Paper-setters and Examiners; and
- (iii) deal with any other matter that may be referred to it by the Faculty.

Members, other than ex-officio members, shall hold the office for two years.

Withdrawal of Degrees/Diploma, etc.

29. A degree, diploma, certificate or other academic distinctions may be withdrawn by the University —

- (a) if the candidature of the person concerned has been cancelled or result quashed in accordance with the manner laid down by the Ordinance; or
- (b) if the candidate has misbehaved at a convocation of the University; provided that the question whether a person has misbehaved in terms of this Statute shall be finally decided by the Vice-Chancellor; or
- (c) when sufficient evidence is laid before the Academic Council showing that any person on whom a degree or

diploma etc. was conferred by the University has been convicted of what is in their opinion a serious offence, the Academic Council may recommend to the Executive Council that such a degree or diploma be cancelled.

Provident Fund

30. (1) There shall be a Provident Fund for the benefit of the officers, teachers, clerical staff and other employees of the University.

(2)(i) Every person in permanent whole time service or a person appointed as whole time employee for a period of not less than four years, shall as a condition of his service be required to subscribe to the Provident Fund. The Executive Council may allow, as a special case, any employee working on temporary, part time or officiating basis, to become a subscriber to the Fund. However, officials of the University holding tenure posts and entitled according to the conditions of their appointment to the benefit of the Contributory Provident Fund will be entitled to the University contribution even if they leave the service of University without completing the period of tenure.

(ii) No employee of the University shall be entitled to the benefit of the Provident Fund whose service in the University entitles him to a Pension or on whose account the University contributes towards his pension or who has been appointed by the University on a consolidated salary or on special terms.

Provided that persons appointed in the University on probation or in any temporary capacity, in the regular time scale of the post concerned, if at a later stage confirmed after the expiry of at least one year of their continuous service, will be entitled to Contributory Provident Fund of the University from the date of appointment and on confirmation the University shall add its Contribution with retrospective effect.

Provided further that no person will be entitled to the University contribution for any period beyond one year before the date of his confirmation and that no other person had been earning the University Contribution against that very post, during the same very period of one year.

(iii) The Vice-Chancellor may, in case of a person appointed to a substantive post, permit the transfer to the Provident Fund of any money standing to his credit in any recognized Provident Fund to which he was a subscriber immediately before his appointment in the University and may with his consent, make such arrangement with the authority of that other Provident Fund for the purpose of its

transfer, whether in the form of cash or of securities or of both, as may be convenient.

(3) The rate of subscription to the Fund shall be ten percent of the monthly salary calculated to the nearest whole rupee and the amount, thus calculated, shall be deducted from the monthly pay of the employee.

Provided that no subscription or contribution shall be made to the Provident Fund by an employee who is on leave without pay.

Note:- The word 'Salary' shall include the emoluments defined as 'Pay' in Clause 2.44(a) of Haryana Civil Service Rules, Volume-I, Part-I as under :-

Pay means the amount drawn monthly by an employee as—

- (i) the pay, other than special pay or pay granted in view of his personal qualifications, which has been sanctioned for a post held by him substantively or in an officiating capacity or to which he is entitled by reason of his position in a cadre; and
- (ii) overseas pay, special pay and personal pay; and
- (iii) any other emoluments which may be specially classed as pay by the competent authority.

Provided further that persons in University service who were not eligible to contribute towards University Provident Fund under Clauses (2) (i) and (ii) above shall be eligible to do so, to any extent towards Provident Fund but without the benefit of University matching contribution.

Provided further that persons, already contributing under the relevant provisions, shall also be eligible to contribute additional amounts towards Provident Fund but without the benefit of the University's matching contribution.

(4) Every month the University shall in the case of each employee contribute a sum equal to the amount subscribed to the Fund during that month not exceeding ten percent of the salary and place it to the credit of the subscriber.

(5) Interest at the rate fixed for the purpose by the Executive Council from time to time shall be credited to each subscriber's account half yearly. The amount of interest will be calculated to the nearest whole rupee.

(6) The Executive Council may from time to time, make rules consistent with this Statute and with the provisions of the Provident Funds Act, 1925 for –

- (a) the conduct of the business of the fund; and

- (b) any matter relating to the fund or its management or the investment of sums at credit of the fund, or the privileges of the subscribers not herein expressly provided for and may add to vary or cancel any rule so made.

(7) Every subscriber shall be required to sign a written declaration, in the prescribed form, stating the name or names of the persons to whom he wishes the balance at his credit to be paid in the event of his death. This declaration shall be handed in for registration in the University office. Such nominations may, at any time, be revoked by the subscriber or be replaced by a fresh nomination.

(8) A subscriber at the termination of his service, shall be entitled to receive the amount which accumulates to his credit provided that if the subscriber leaves the service within one year of the commencement of the Fund, he shall not be entitled to receive any part or share in any sums contributed by the University to the Fund and any interest and increment which has accrued thereon, unless he has established to the satisfaction of the University, that his retirement is necessitated by incapacity for further service.

(9) On the subscriber's death, the amount at the credit of the subscriber shall be paid to the person, or persons duly nominated by him or when no such nomination is made to his legal heir.

(10) The amount at the credit of the subscriber shall not be subject to any deduction even to cover loss or damage sustained by the University through the subscriber's misconduct or negligence.

Provided that when a sum becomes payable under clauses (8) and (9) above, the University will be entitled to deduct therefrom any amount due under any liability incurred by the subscriber to the University, but not exceeding in any case the total amount of any contribution credited to the account of the subscriber by the University and of any interest which has accrued on such contributions.

(11) (i) Except as provided for in Para (iii) below, no final withdrawal shall be allowed until the termination of the subscriber's service or death. But in case of necessity, the Registrar or Deputy Registrar (Accounts) may allow a subscriber a temporary advance of a sum not exceeding the total amount of his subscription at the rate of interest at which interest is credited to the subscriber.

(ii) Recoveries towards the amount so advanced shall be made in such equal monthly instalments not exceeding thirty and interest be recovered thereafter in such instalments as may be deemed appropriate by the Registrar or Finance Officer commencing from the

First payment of a full month's salary after the advance is granted. But no recovery be made from a subscriber when he is on leave, otherwise than on full pay.

(iii) The Vice-Chancellor may, for the purposes mentioned below, sanction non-refundable advances out of the Provident Fund subscription to an employee who has completed 20 years of service (including broken period of service, if any), or within 10 years before the date of his retirement on superannuation whichever is earlier :-

- (a) For meeting the cost of higher education of himself or of children actually dependent upon him in the following types of cases :-
 - (1) for education outside India beyond the High School stage, whether for an academic, technical, professional or vocational courses; and
 - (2) for medical, engineering and other technical or specialized course in India beyond the High School stage, provided that the course of study is not less than three year's duration
- (b) For meeting the expenditure in connection with the marriage of the subscriber's daughter(s) and if he has no daughter(s) of any other female relation dependent upon him.
- (c) For meeting the expenditure in connection with the marriage of subscriber's son(s).
- (d) For the purchase of a house or construction of a house and/or a site therefor.
- (e) For the purchase of a car.

(iv) In addition to the amount of loan admissible under sub-clause (iii), the Vice-Chancellor, may, for the purchase or construction of a house, sanction non-refundable advance up to 75% of the amount of University contribution to an employee who has completed 10 years service (including broken period of service, if any), or within 10 years before the date of his retirement on superannuation, whichever is earlier subject to the following conditions :

- (a) The advance shall be paid in three instalments, the first instalment immediately on sanction and subsequent instalments on suitable interval on the production of a certificate from the University Executive Engineer, or any other authority to the satisfaction of the Vice-Chancellor, that the previous advance has been spent, more or less in full, on the construction of the house. In the case of

purchase of house, the employee shall submit the title deed, for the house so purchased within three months of the date of advance.

- (b) A person applying for advance for the construction or purchase of a house shall have to declare if he has received a loan from any other source for the purpose or not. In case he has received any such loan, he shall declare the amount of the loan sanctioned/received, indicating its source.

(v) The amount of the withdrawal for the purpose mentioned in sub-clause (iii) (a) above shall be limited to 6 months pay of the subscriber or the amount actually subscribed by him alongwith interest thereon standing at his credit in his Provident Fund Account whichever is less. In the remaining cases where an employee has put in service for 20 years or more (including broken period of service if any) or within 10 years before the date of his retirement on superannuation whichever is earlier, can be granted non-refundable advance not exceeding the amount actually subscribed by him alongwith interest thereon standing to his credit in his Provident Fund Account.

(vi) The withdrawal for the purpose mentioned in sub-clause (iii) (a) above will be permissible once every six months i.e. twice in any financial year and a withdrawal will not ordinarily be allowed before the expiry of six months from the date of previous withdrawal. A second withdrawal for any other purpose shall not be allowed until after the expiry of one year from the date of the previous withdrawal.

Provided that subscriber who has been given an advance under the sub-clause shall, unless specified otherwise have to satisfy the Vice-Chancellor within a period of six months from the date of drawing the money that it has been utilized for the purpose for which it was intended, failing which the whole amount of withdrawal together with interest thereon will be liable to recovery in one lump sum.

Provided further that while sanctioning non-refundable advances the temporary advances outstanding against him if any will not be taken into account. A subscriber may also be permitted by the Vice-Chancellor to convert the balance of any refundable advance outstanding against him into a non-refundable advance on his satisfying the condition laid down for such advances.

(12) In a written application from subscriber to the Provident Fund and with the approval of the Vice-Chancellor, the University may allow premia on the life insurance policy of the subscriber to be paid out of the subscriber's share in his Provident Fund. In all such

cases the life insurance policy for which the premia are so paid shall be assigned in favour of the University. On the retirement of the subscriber from the service of the University the policy shall be re-assigned to him by the University.

(13) In case of maturity of the policy during the service of the subscriber in the University the full amount of the policy shall be credited to the Provident Fund of the subscriber. In the case of the death of the subscriber, during the service of the University the full amount of the policy shall be paid to the person or persons entitled to the Provident Fund.

(14) The Registrar shall cause to be maintained proper accounts relating to the fund, showing the amount, for the time being at the credit of each depositor and the general state of the Fund, in such form as the Executive Council may, from time to time prescribe. Each depositor shall be supplied with a pass book which shall show the amounts for the time being at the credit of the depositor and which shall be in such form as the Executive Council may from time to time, prescribe.

Explanation: The word 'subscription' wherever it occurs in this Statute means the amount paid by the subscriber and for the purpose of advance includes the interest accrued thereon, if any. The word 'contribution' wherever it occurs in this Statute means the amount contributed by the University and, for the purpose of advance, includes the interest accrued thereon, if any.

Note: The University shall settle the accounts of Provident Fund immediately even before formal retirement of an employee, soon after he proceeds on leave preparatory to retirement.

Death-cum-Retirement, Gratuity, Ex-gratia grant etc.

31. (1) An employee or his family (in the event of death of an employee) shall be entitled to the grant of gratuity on the pattern of Haryana Govt. rules regarding Death-cum-Retirement Gratuity as per (Appendix-A):-

Appendix-'A'

6.16-A (1) An officer who has become eligible for pension or gratuity under the rules applicable to him and has completed five years qualifying service, may, on his retirement from service, be granted an additional gratuity not exceeding the amount specified in sub-rule (3).

(2)(a) If an officer, who has completed five years' qualifying service, dies while in service, a gratuity, not exceeding the amount specified in sub-rule(3) may be paid to the person or persons on whom the right to receive the gratuity is conferred under rule 6.16-B

or if there is no such person, it shall be paid in equal shares to those surviving members of a government servant's family as detailed in rule 6.16-B who belongs to categories (i) to (iv) mentioned therein except widowed daughters. Where there are no such surviving members, but there is/are surviving widowed daughters and/or one or more members of the family of the government servant who belongs to categories (v) to (ix) mentioned in rule 6.16-B, the gratuity may be paid to all such persons in equal shares. In cases where the qualifying service is less than the prescribed minimum (viz., 5 years) the deficiency should not be condoned.

(b) The family of a pensionable employee who dies before completing five years qualifying service shall also be eligible for the gratuity equal to six months' emoluments of a Government employee at the time of his death except in cases in which death occurs in the first year of service where the gratuity admissible shall be equal to two months emoluments.

(3) In the case of government employee retiring in accordance with the provisions of these rules, the amount of gratuity shall be one fourth of the emoluments of the Government employee for each completed six monthly period of qualifying service subject to maximum to 16½ times the emoluments in the case of Class-I, II & III and 17½ times the emoluments in the case of Class-IV employees. In the event of the death of a Government employee while in service, the gratuity shall be subject to a minimum of 12 times the "emoluments" of a Government employee at the time of his death, provided that in no case shall it exceed Rs.36,000/-. Limit of DCRG raised to Rs.1,00,000/- w.e.f. 1-1-1986.

(4) If an officer who has become eligible for pension or gratuity under the rules applicable to him, dies after he has retired from service, and the sum actually received by him at the time of death on account of such gratuity or pension together with the gratuity granted under sub-rule (1) and the commuted value of any portion of pension commuted by him are less than the amount equal to 12 times his "emoluments" a gratuity equal to the deficiency may be granted to the person or persons specified in sub-rule (2).

Note:- 1. The residuary Gratuity mentioned in sub-rule (4) is admissible only if the death of the Government servant takes place within five years, from the death of his retirement.

2. The words "sums actually received" under this rule will also include the amount of temporary increase in pension for determining the amount of residuary gratuity payable

to the nominee or legal heirs of the deceased Government servant.

(5) The emoluments' for the purpose of this section shall be subject to a maximum of Rs.2500/- per mensem and these shall be reckoned in accordance with the rule 6.19(C) of these rules; Provided that if the 'emoluments' of Government employee have been reduced during the last ten months of his service, otherwise than as a penalty average emoluments as defined in rule 6.24 of these rules shall be treated as emoluments.

Note:- In the case of Government employee who during the currency of the leave preparatory to retirement upto 180 days on full pay, or earned leave not exceeding 120 days; or first 120 days of any periods of earned leave on full pay exceeding 120 days, earns an increment which is not withheld, he is entitled to count the pay which he would have drawn had he remained on duty, as 'emoluments' for the purpose of death-cum-retirement gratuity under this sub rule, even though the increase in pay is not actually drawn leave.

(6) The Government will have the right to effect recoveries from the gratuity sanctioned under this rule, in the same circumstances as recovery can be effected from an ordinary pension under 2.2 (b).

(7) No gratuity may be granted under this rule, if the officer was dismissed or removed for misconduct, insolvency or inefficiency. Compassionate grants may, however, be made under this rule in accordance with rule 2.5.

(8) A gratuity can be sanctioned under this rule after giving due regard to the provision of rule 6.4. The existing rules, which applies to the grant of an ordinary pension, will also apply in respect of a gratuity that may be sanctioned under this rule in so far as such rules are not inconsistent with the provision of rule 6.16-A and 6.16-B.

6.16-B(1) For the purpose of this rule :

- (a) "family" shall include the following relatives of the Govt. employee :-
- (i) wife or wives including judicially separated wife or wives, in the case of male Government employee;
 - (ii) husband including judicially separated husband in the case of female Government employee;

- (iii) sons;
 - (iv) unmarried and widowed daughters;
 - (v) brothers below the age of 18 years and unmarried and widowed sisters, including step brothers and sisters;
 - (vi) father;
 - (vii) mother;
 - (viii) married daughters; and
 - (ix) children of a predeceased son.
- } (including step-children and adopted childrens);
- } (including adoptive parents in case of individual whose personal law permits adoption);

- (b) “persons” for the purpose of this rule shall include any company or association or body of individuals, whether incorporated or not.

(2) An officer shall, at any time after confirmation, make a nomination conferring on one or more persons, the right to receive any gratuity that may be sanctioned under sub-rule (2) & (4) of rule 6.16-A and any gratuity which having become admissible to him under sub-rule (1) of that rule and rule 6.16 has not been paid to him before death;

Provided that if, at the time of making nomination, the officer has a family, the nomination shall not be in favour of any person or persons other than the members of his family.

(3) If an officer nominates more than one person under sub-rule (2) he shall specify in the nomination the amount of share payable to each of the nominees, in such manner as to cover the whole amount of the gratuity.

(4) An officer may provide in a nomination—

- (a) in respect of any specified nominee, that in the event of his predeceasing the officer the right conferred upon that nominee shall pass to such other persons as may be specified in the nomination; provided that if at the time of making the nomination the officer has a family consisting of more than one member, the person so specified shall not be person other than a member of his family;
- (b) that the nomination shall become invalid in the event of the happening of the contingency specified therein.

(5) The nomination made by an officer who has no family at the time of making it, or a provision made in nomination under Clause

(a) of sub-rule(4) by an officer whose family consists, at the date of making the nomination of only one member, shall become invalid in the event of the officer subsequently acquiring a family, or an additional member in the family, as the case may be.

(6) (a) Every nomination shall be in such one of the forms Pen-1-C to Pen-1-F as may be appropriate in the circumstances of the case.

Note : The forms provided for only one alternate nominee and it is not open to a government servant to nominate more than one alternate nominee against any original nominee.

(b) An officer may at any time cancel a nomination by sending a notice in writing to the appropriate authority; provided that the officer shall, alongwith such notice, send a fresh nomination made in accordance with this rule.

(7) Immediately on the death of a nominee, in respect of whom no special provision has been made in the nomination under Clause (a) of sub-rule (4), or on the occurrence of any event, by reason of which the nomination becomes invalid, in pursuance of Clause (b) of that sub-rule or sub-rule(5), the officer shall send to the appropriate authority a notice in writing formally cancelling the nomination, together with a fresh nomination made in accordance with this rule.

(8) (i) Every nomination made, and every notice of cancellation given, by an officer under this rule, shall be sent by him to the Accountant General, Haryana, in the case of a gazetted officer, and to the Head of his office in the case of non-gazetted officer. Immediately on receipt of a nomination from a non gazetted officer the Head of the office shall countersign it, indicating the date of receipt, and keep it in safe custody.

Provided that the Head of office may authorise his subordinate gazetted officers to countersign nomination forms of non-gazetted Govt. employees.

(ii) Suitable entry regarding receipt of nomination shall be made in the service book of the government employee concerned.

(9) Every nomination made, and every notice of cancellation given, by an officer shall, to the extent that it is valid, take effect on the date on which it is received by the authority mentioned in sub-rule (8).

6.16-BB Debarring a person from receiving gratuity :

(1) If a person, who in the event of death of a government employee while in service, is eligible to receive gratuity in terms of

rule 6.16-B is charged with the offence of murdering the Government employee or for abetting in the commission of such an offence his claim to receive his share of gratuity shall remain suspended till the conclusion of the criminal proceedings instituted against him.

(2) If on the conclusion of the criminal proceedings referred to in sub-rule (1), the person concerned :-

- (a) is convicted for the murder or abetting in the murder of the government employee, he shall be debarred from receiving, his share of gratuity which shall be payable to other eligible members of the family, if any.
- (b) is acquitted of the charge of murdering or abetting in the murder of the government employee, his share of gratuity shall be payable to him.

(3) The provision of sub-rules (1) and (2) shall also apply to the undisbursed gratuity admissible under rule 6.16-A, if a government employee dies after retirement without receiving the gratuity.

Note :- While a nomination as also any change therein will normally be made by an officer during his service, he may be allowed to make a fresh nomination after retirement if such a contingency arises.

6.16-C In chapter VI, in section III, for Part C, the following part shall be substituted namely :-

C-Terminal gratuity for Temporary servant, (1) w.e.f the 7th June, 1961, a temporary government servant who is discharged on account of retrenchment will be eligible for a gratuity at the rate of 1/3rd of a month's pay for each completed year of service, provided he has completed not less than 5 years continuous service at the time of discharge.

- (2) (a) for the purpose of sub-rule(1) the term 'pay' means basic pay and dearness pay only or the date of his discharge from service. It will not include special pay, personal pay, and other emoluments classed as "pay". In case the person concerned was on leave with or without allowance immediately before discharge pay for the purpose will be the pay which he drew before proceeding on such leave, provided that the benefit of increase in such pay not actually drawn due to increment or promotion to a post carrying a higher rate of pay falling during leave not exceeding 120 days of earned leave or the first 120 days of such earned leave exceeding 120 days only will also be taken in account.

(b) "Government service" means temporary service under the Government of Haryana and includes temporary service rendered in composite Punjab and in the erstwhile Pepsu before its merger with Punjab.

(c) "A temporary service" means service in a temporary post and officiating service in a permanent post.

(3) The grant of gratuity under this rule shall be subject to the service rendered by the government employee concerned being held by the authority competent to appoint him to be approved and satisfactory. No gratuity shall be admissible :-

(a) in case where the government servant concerned resigns his post or is removed or dismissed from public service;

(b) to a probationer or other government servant discharged from failure to pass the prescribed test or examination;

(c) to re-employed pensioner.

In case the amount of gratuity payable under this rule remains undrawn on account of death of a government servant, it will be payable to his family in the order of preference given below :-

1. Eldest surviving widow in the case of a male Government servant.
2. Husband in the case of female Government servant.
3. Eldest surviving son.
4. Eldest surviving unmarried daughter.
5. Eldest widow daughter.
6. Father.
7. Mother.
8. Eldest surviving brother below the age of 18 years.
9. Eldest surviving unmarried sister.
10. Eldest surviving widowed sister.

(2) If an employee dies before the age of retirement *ex-gratia* grant and other facilities shall be granted to the family of the deceased employee, as per rules framed by the Executive Council for the purpose.

Fellowships, scholarships, medals and prizes

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

Limitation of term of membership

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

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

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

Termination of membership etc.

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

Disqualification for membership

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

Delegation of Administrative and financial powers to the officers/teachers/ employees of the University

36. (1) The officers, teachers and other employees of the University may exercise, subject to the control of the Vice-Chancellor and the superior officers concerned such administrative and/or financial powers, as the Executive Council may

delegate through Ordinances or Rules and Regulations or by resolutions adopted by it.

(2) The Vice-Chancellor or the Registrar, with the approval of the Vice-Chancellor, may delegate to an officer, teacher or any other employee of the University such powers as he considers necessary which have been vested in them by the Statutes, Ordinances and Regulations.