

उच्च शिक्षा विभाग
मंत्रालय, वल्लभ भवन, भोपाल

भोपाल दिनांक 29 फरवरी, 2020

क्रमांक आर-287-सीसी-2019-अड़तीस.- मध्यप्रदेश निजी विश्वविद्यालय (स्थापना एवं संचालन) अधिनियम, 2007 की धारा 26 (1) के अनुक्रम में संजीव अग्रवाल ग्लोबल एजुकेशनल निजी विश्वविद्यालय, भोपाल के प्रथम परिनियम क्र. 01 से 55 राज्य शासन के निर्देशों के अनुसार अधिनियम, 2007 की धारा 35 अनुसार प्रकाशित किया जाता है. संस्था के उक्त परिनियम प्रकाशित होने की तारीख से प्रवृत्त होंगे.

प्रथम परिनियम क्र0 1 से 55

मध्यप्रदेश के राज्यपाल के नाम से तथा आदेशानुसार,
वीरन सिंह भलावी, अवर सचिव.

STATUTE -1

Short Title, Commencement and Jurisdiction

1. The "Statutes" means the Statutes of the Sanjeev Agrawal Global Educational University, Bhopal, Madhya Pradesh. Hereafter, the University means Sanjeev Agrawal Global Educational University.
2. These Statutes shall come into force with effect from the date of the approval by the Higher Education Dept Govt of Madhya Pradesh/M.P. Private university regulatory commission.
3. These Statutes are prepared in the light of the provisions of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhinium 2007 and the amendments thereafter. If there be any difference in the provisions of the Act, Statutes, Ordinances and Rules and Regulations, the provisions of the Act shall prevail.
4. Nothing in these Statutes shall debar the University from amending these Statutes and / or providing subsequent Statues according to the provision of Section 26 of the Act. The amended/subsequent statucs, if any shall bc applicable with immediate or retrospective or prospective effect, from such a date as prescribed in the notification.

The Jurisdiction for Legal Matters

All matters pertaining to any act/law shall be the subject of the jurisdiction of Bhopal, Madhya Pradesh.

STATUTE –2**Definitions**

In these Statutes unless the context otherwise requires:

1. 'Act' means the "Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007", as amended from time to time.
2. 'Academic Council' means the Academic Council of Sanjeev Agrawal Global Educational University Bhopal.
3. 'Academic Year' means a period of twelve months, devoted to completion of requirements specified in the scheme and curriculum of the concerned course(s) and apportioned into "terms" as stipulated in the Ordinance.
4. 'Administrative Officer'(AO) means an officer looking after the day-to-day administrative work of the Sanjeev Agrawal Global Educational University
5. 'Board' means, the Board of Management of the Sanjeev Agrawal Global Educational University.
6. 'Board of Studies' Means the Board of Studies of the subject in faculties.
7. 'Chancellor' means Chancellor of Sanjeev Agrawal Global Educational University.
8. 'Pro Chancellor' means Pro Chancellor of Sanjeev Agrawal Global Educational University.
9. 'Vice - Chancellor' means the Vice - Chancellor of Sanjeev Agrawal Global Educational University.
10. 'Chief Finance and Account Officer' means the Chief Finance and Account Officer of Sanjeev Agrawal Global Educational University.
11. 'Convocation' means the convocation of the University.
12. 'Course(s)' means prescribed area(s) or course(s) of study or programme(s) and/or any other components(s) leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the University.
13. 'Dean of Faculty' means the academic head of the Faculty.
14. 'Decided by the University / University may decide / Decision of the University' means as decided by the Vice-chancellor with the approval of appropriate authority.
15. 'Department' means Department of Studies / School of Studies / Centre of Studies of Sanjeev Agrawal Global Educational University.
16. 'Employee' means any person working on the payroll of the University.
17. 'Endowment Fund' means Endowment fund of university an investment fund set up by University / Individual / Group of persons / Body for the purpose of establishing the Chair, award of fellowships etc. as laid down in the respective Statutes/Ordinances/ Regulations.
18. 'Faculty' means the Faculty of the University headed by the Dean where course(s) of study of similar nature or programme(s) and / or any other component(s) are taught

leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the University.

19. 'Fee' means the collection made by Sanjeev Agrawal Global Educational University from the students by whatever means it may be called.
20. 'Governing Body' means the Governing Body of the Sanjeev Agrawal Global Educational University constituted as per act.
21. 'Higher Education' means study of curriculum or course for knowledge beyond 10+2 level.
22. 'National Assessment and Accreditation Council' means an statutory body of autonomous institution of the University Grants Commission, situated at Bangalore.
23. 'Ordinances' means Ordinances of Sanjeev Agrawal Global Educational University, Bhopal.
24. 'Other Backward Classes' means, the communities, castes and tribes notified by the State Government from time to time.
25. 'Pro-Vice-Chancellor' means, Pro-Vice-Chancellor of Sanjeev Agrawal Global Educational University.
26. 'Qualification' means Degree or Diploma or any other qualification awarded by Sanjeev Agrawal Global Educational University, Bhopal.
27. 'Registrar' means the Registrar of Sanjeev Agrawal Global Educational University, Bhopal.
28. 'Regulatory Commission' – means the Madhya Pradesh Private University Regulatory Commission established under the section 36 of the Madhya Pradesh Act, 2007.
29. 'Regulatory Council' - means the All India Council of Technical Education established under the All India Council of Technical Education Act, 1987 (52 of 1987), the Bar Council of India constituted under Section 4 of the Advocates Act, 1961 (25 of 1961), the Council of Architects established under the Architects Act, 1972 (20 of 1972), the Pharmacy Council of India constituted under the Pharmacy Act, 1948. (8 of 1948), the National Council of Teachers Education established under the National Council of Teachers Education Act, 1993 (3 of 1993), Government of India, the Indian Council of Agriculture Research established as a registered society under the Department of Agriculture, Research and Education, Ministry of Agriculture, Government of India or any other Central or State Government for laying down norms and conditions for ensuring standards of higher education from time to time as the case may be.
30. 'Regular Education' means and includes delivering instruction, teaching, learning, education, and related activities directly by the teacher synchronously to students in the classes supported by teaching, learning and related activities on line from the campus to the regular students of the University.
31. 'Rules and Regulations' means the Rules and Regulations framed by the Board of Management of the University for its Governance.
32. 'Scheme and Curriculum' means and includes nature, duration, pedagogy, syllabus, eligibility and such other related details (by whatever name it may be called) for the concerned course(s) of the University.

33. 'Scheduled Caste' means the Scheduled Castes notified under Article 341 of the Constitution of India.
34. 'Scheduled Tribes' means the Scheduled Tribes notified under Article 342 of the Constitution of India.
35. 'School of Studies' means an institution maintained by Sanjeev Agrawal Global Educational University as a place of higher learning and research in the campus.
36. 'Sponsoring Body' in relation to Sanjeev Agrawal Global Educational University means Truba Education Society, Bhopal, a Registered Society under Madhya Pradesh Public Trust Act, 1951.
37. 'State Government' shall mean, the Government of the State of Madhya Pradesh.
38. 'Teacher' means, teaching member of the University as defined by the UGC.
39. 'The Act' means, the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Act 2007 (Madhya Pradesh Act 17 of 2007) and as amended time to time.
40. 'The University' means Sanjeev Agrawal Global Educational University established and incorporated by under State Act.
41. The terms 'he', 'him' and 'his' include the feminine gender also.
42. 'UGC' means University Grants Commission, a statutory body set up by the Government of India through an Act of Parliament for the coordination, determination and maintenance of standards of Higher education in India, established in November 1956.
43. 'Visitor' as prescribed in the Act 2007, means the Visitor of Sanjeev Agrawal Global Educational University, i.e. His Excellency, the Governor of the State of Madhya Pradesh.
44. Words and expressions used but not defined in the Statutes shall have the meaning assigned to them in the Act.

STATUTE -3

Seal of the University

1. The University shall have a common seal to be used for the purpose of the University and the design of the seal shall be as decided by the University, subject to further change or amendment as deemed necessary from time to time.
2. The University shall have the right to adopt its Flag, Anthem, Emblem, Insignia, Vehicle Flag and other symbolic or graphic expressions, abbreviations or likewise, for such purposes as deemed necessary from time to time, provided these are not prohibited by the State or the Central Government.
3. It provides recognition to university documents as authenticated by university for various purposes in different Government/private organization.

STATUTE-4**The Objectives of the University**

The University shall have the following objectives in addition to those described in Section 3 of the Act:

1. To provide quality teaching, training and instructions in the perspective of Higher Education and make necessary provisions for advancements, research and dissemination of knowledge.
2. To create highest degree of intellectuals that contribute to the development through their skills and abilities.
3. To establish State of the Art facilities for high quality education and training.
4. To develop advanced and holistic environment for teaching and research.
5. To develop programmes that offer continuing education for the inmate students, faculty, working professional and community at large.
6. To establish Schools of Excellence and, modern research centers in some selected new and emerging disciplines. To become a Centre of Excellence for higher education, research, consultancy and provide sharing of knowledge and applications.
7. To establish a pro-active and dynamic governing structure incorporating the best practices of the excellent Universities of the world and also the norms suggested by UGC / AICTE / State and Central Government and similar organizations.
8. To impart education at diploma, graduate, post graduate, doctoral and post-doctoral levels along with excellent certification and academic distinctions in the University.
9. To comply with regulations, acts and recommendations made by various authorities including that of State and Central Governments.
10. To provide opportunities in placement and entrepreneurial schemes proposed by other institutions, government sections and industries.
11. To collaborate with renowned Indian and Foreign Universities and facilitate exchange programmes.
12. To establish 'Chair of Excellence' at least in five major discipline by bringing world's top scholars to the University.
13. To award 'SANJEEV AGRAWAL GLOBAL EDUCATIONAL prize' every year to the top most researcher of the world.

STATUTE-5**Structural Hierarchy and Positions**

1. Sponsoring Body
2. Chancellor
3. Pro Chancellor
4. Governing Body
5. Vice Chancellor
6. Board of Management
7. Pro Vice Chancellor
8. Academic Council
9. Standing Committee of Academic Council
10. Dean of Faculty
11. Registrar
12. Chief Finance and Account Officer
13. Board of Studies
14. Dean Student Welfare
15. Director/ Head of Teaching department/Centre of studies

STATUTE-6**Appointment, Terms and Conditions and Powers of the Chancellor**

The Chancellor shall be the Head of the University and by virtue of his office shall be the Chairperson of the Governing Body. In the absence of the Visitor, the Chancellor shall preside over the convocation of the University for Conferring Degrees, Diplomas and other Academic Distinctions.

1. Appointment of the Chancellor

In accordance with the Act of the Private Universities, the Chancellor shall be appointed by the Sponsoring Body with the approval of the Visitor.

The name of the proposed Chancellor shall be finalized in the meeting of the Sponsoring Body of the University by simple majority. Further, the finalized name along with the copy of resolution and the credentials of the proposed Chancellor shall be submitted to the Government of Madhya Pradesh, for the approval of the Visitor. Once the approval of the Visitor is received, the Sponsoring Body will appoint the Chancellor of the University.

2. The Powers and Functions

The Chancellor shall be the Head of the University and by virtue of his office shall be the Chairperson of the Governing Body and shall exercise powers as specified in Section 16 of the Act. Some of the important powers and functions are mentioned below:

i. It shall be duty of the Chancellor to ensure that the Act, the Rules, the Statutes, the Ordinances and the Regulations are faithfully observed.

ii. To appoint and remove the Vice - Chancellor.

iii. To call for any information or record.

iv. Such other powers as may be conferred by the Statutes.

3. The Resignation / Removal

The Chancellor may submit his/her resignation to the Visitor in writing through the Sponsoring Body. In this case, the Sponsoring Body shall recommend to the Visitor, a new name for the office of the Chancellor as per clause (1) of this statute.

4. Tenure – Tenure of the Chancellor will be of 5 years from the date of appointment however sponsoring body may recommend the same name for further tenures.

STATUTE-7**Appointment, Terms and Conditions and Powers of the Pro Chancellor**

The Pro Chancellor shall be the principal executive of Administrative officers in the University. In the absence of the Chancellor, he shall be able to take the administrative decisions in the University.

1. Appointment of the Pro Chancellor

The Pro Chancellor shall be appointed by the Sponsoring Body with the approval of the Chancellor. The name of the proposed Pro Chancellor shall be finalized in the meeting of the Sponsoring Body of the University by simple majority. Further, the finalized name along with the copy of resolution and the credentials of the proposed Pro Chancellor shall be signed by the Chancellor of the University for his approval.

2. The Powers and Functions

The Pro Chancellor shall be the Head of the Administrative Officers and Pro Chancellor will act as Chancellor in his absence and this function will work in routine working also.

3. The Resignation / Removal

(i) The Pro Chancellor may submit his/her resignation to the Chancellor in writing through the Sponsoring Body.

i. If for certain reasons Chancellor decides the act of Pro Chancellor are not in favor of University and against Act/Statutes/ Ordinance and Regulations. He may issue removal of Pro Chancellor after giving a chance of hearing. The matter should be reported to Sponsoring Body. He will appoint the new Pro Chancellor as per clause (1) of this statute.

ii. In both the above cases, the Sponsoring Body shall recommend to the Chancellor, a new name for the office of the Pro Chancellor as per clause (1) of this statute.

STATUTE-8**Appointment, Terms and Conditions and Powers of the Vice – Chancellor**

The Vice - Chancellor shall be the Principal Executive and Academic Officer of the University and shall exercise general superintendence and control over the affairs of the University and shall execute the decisions of various authorities of the University.

1. Appointment of the Vice - Chancellor

- i. The Vice - Chancellor shall be appointed by the Chancellor from the panel of at least three eminent persons (written in the alphabetical order) recommended by the Selection Committee constituted under Section 17 of the Act. The selected person should fulfill the norms as prescribed by the UGC from time to time;
- ii. The Selection Committee, while preparing a panel shall give due considerations to the academic excellence, exposure to higher education system in the Country and abroad, and adequate experience in academic and administrative governance of the candidates.
- iii. The Selection Committee shall be constituted by the Chancellor as per Section 17 (2) of the Act and accordingly following shall be the members:
 1. Two eminent academicians nominated by the Sponsoring Body.
 2. One eminent person nominated by the State Government.
 3. The Chancellor shall appoint one of the members of the Selection Committee as Chairman.
- iv. The Selection Committee shall submit a panel of at least three eminent persons for the appointment of the Vice -Chancellor.
- v. If the Chancellor does not approve the recommendations of the Selection Committee, the Selection Committee shall be requested for fresh recommendations.
- vi. Not with standing anything contained in the foregoing sub sections, the Chancellor may appoint the first Vice - Chancellor for a period of two years to conduct the affairs of the newly established University; provided that the appointed person fulfills the eligibility criterion as prescribed by the UGC.
- vii. Provided further that, on the expiry of his term, the Vice- Chancellor shall be eligible for reappointment for one more term. The proposal for reappointment of the Vice-Chancellor shall be considered by the Governing Body at least three months before the expiry of his term, and if approved by the Governing body, the proposal shall be sent to the Chancellor for his approval. After Chancellor's approval, the Vice-Chancellor will be reappointment by the Chancellor for another term.

2. The Tenure

The tenure of the founder Vice - Chancellor shall be of Two (2) years and that of the subsequent Vice - Chancellors shall be of Four (4) years as defined in the Section 17(6) of the Act. However, the Vice - Chancellor may continue to hold office for a period of additional six months till a new Vice - Chancellor joins, whichever is earlier.

- i. Under unavoidable circumstances, if the post of the Vice - Chancellor falls vacant, the Chancellor shall appoint the Vice - Chancellor for an interim period of maximum six months and he shall exercise all the powers vested with the Vice - Chancellor. During this period, the new Vice - Chancellor shall be appointed, adopting the procedure as laid down above.
 - ii. The conditions of services and age of retirement of the Vice-Chancellor shall be as prescribed in the Acts and in conformity with the Regulations of the UGC. Provided that, he shall not hold the office after attaining the age of 70 years.
3. The Powers and Functions of the Vice - Chancellor
- The Vice - Chancellor shall be the ex-officio Chairman of the Board of Management, the Planning Board and the Finance Committee; and ex-officio Chairman of the Academic Council and the Board of Affiliation. It shall be the duty of the Vice - Chancellor to administer the University according to the Act, the Statutes, the Ordinances and the Regulations, for which following powers are vested with him to perform various functions.
- i. Shall preside over the convocation of the University in the absence of the Visitor and the Chancellor.
 - ii. May be present at, and address, any meeting of any other authority or any other body of the University but shall not be entitled to vote there at unless he is a member of such authority or body.
 - iii. If in the opinion of the Vice - Chancellor, the decision of any authority of the University is not in conformity with the powers conferred by the Act, Statutes, Ordinances or Regulations made there under or is likely to be prejudicial to the interests of the University, he shall request the concerned authority to revise such decisions wholly or partly or fails to take any decision within fifteen days, then such matters shall be decided by the Chancellor.
 - iv. If in the opinion of the Vice - Chancellor it is necessary to take immediate action on any matter for which the powers are conferred on any other authority by or under the Act, he may take such action as he deems necessary, and shall at earliest opportunity thereafter report his action to such officer or authority as would have in the ordinary course dealt with the matter.
 - v. Provided that if in the opinion of the concerned officer or authority, such action should not have been taken by the Vice - Chancellor, then case shall be referred to the Chancellor, whose decision thereon shall be final.
 - vi. Provided further that where any action taken by the Vice-Chancellor affects any person in the service of the University, such person shall be entitled to prefer, within three months from the date on which such action was communicated to him, an appeal to the Governing Body and the decision of the Governing Body shall be communicated to the person concerned within three months from the date of appeal.

STATUTE -9

The Pro Vice - Chancellor

The Pro Vice - Chancellor shall be the Deputy to the Vice - Chancellor and act on the instructions of the Vice - Chancellor.

The Pro Vice - Chancellor shall act on behalf of the Vice - Chancellor during the period of his absence (Vice - Chancellor) from the University.

1. Appointment of the Pro Vice - Chancellor

- i. The Pro Vice - Chancellor shall be appointed by the Board of Management on the recommendation of the Vice - Chancellor, provided, that if the recommendation of the Vice - Chancellor is not accepted by the Board of Management, the matter shall be referred to the Chancellor who may either appoint the person recommended by the Vice - Chancellor or request the Vice - Chancellor to recommend another person for consideration of the Board of Management.
2. Subject to the control of the Vice - Chancellor, the Pro Vice - Chancellor of a University shall exercise such powers and perform such duties as may be assigned to him by the Vice-Chancellor from time to time and as may be prescribed by the Statutes and the Regulations.

STATUTE -10**Appointment, Functions, Duties and Powers of the Registrar**

The Registrar shall be the Custodian of the University and shall carry out the orders/instructions given by the Vice - Chancellor and administer the University as per rules and regulations.

1. Selection and Appointment of the Registrar

The appointment of the Registrar shall be made by the Governing Body on the recommendation of the expert committee constituted for the purpose. However, the first Registrar shall be appointed by the Sponsoring Body as per clause 18(1) of the Act. Subsequent Registrars shall be appointed by the Governing Body on the recommendation of the Expert Committee, consisting of the following:

- (i) The Chancellor -Chairperson;
- (ii) Nominee of the Chancellor(Pro-Chancellor);
- (iii) Vice Chancellor and
- (iv) Two expert members approved by the Board of Management

The University shall follow the following procedure for the selection of the Registrar:

- i. Shall invite applications in the prescribed form, for the post through the process of an advertisement which includes the web portal of the University.
- ii. A summary of the candidates applied for the post shall be prepared by the office of the Vice - Chancellor or by the person(s) deputed by him.
- iii. The date of meeting of the Selection Committee shall be fixed and a notice to this effect will be given to the short listed candidates, at least seven days in advance.
- iv. The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Board of Management. However, the appointment shall be made after getting the approval of the Governing Body / the Chancellor.
- v. The Registrar shall receive pay and other allowances as decided by the Board of Management. The age of retirement of the Registrar shall be seventy (70) years or otherwise as decided by the Governing Body.
- vi. If a suitable candidate is not found in the first advertisement, subsequent advertisements shall be issued.

2. The Resignation/Removal

- i. When the office of the Registrar falls vacant on account of one reason or the other such as long illness or long absence or resignation, the Vice - Chancellor may appoint an

- officiating Registrar after taking the approval from the Chancellor.
- ii. If at any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance of the Registrar is not in the interest of the University, the Vice - Chancellor may request the Chancellor, in writing stating the reasons therein, for the removal of the Registrar. Before taking such action, the Registrar shall be given an opportunity of being heard. The Chancellor shall put up the matter for the consideration of the Governing Body whose decision shall be final.
3. Functions and Duties of the Registrar shall include the following:
- i. All documents such as records etc. shall be authenticated by the Registrar on behalf of the University. Further, all contracts will also be signed by him.
 - ii. The Registrar will be responsible for answering in the Court of Laws in legal proceedings against the University or any of its Officers which relates to discharge of official duties in the University.
 - iii. Maintaining the records, the common property and any such other property of the University as the Governing Body may decide.
 - iv. To conduct the official correspondence of the Governing Body, Board of Management, Academic Council and of any other such bodies / committees. The Registrar shall be the Member - Secretary in all such bodies / committees but shall not have the right to vote.
 - v. The Registrar shall convene the meetings of the University Authorities by informing venue, date and time of the meeting to the members and related persons as directed by the Vice - Chancellor and make necessary arrangements for the same. Further, it shall be the duty of the Registrar to circulate agenda of the proposed meeting and the minutes of the previous meeting.
 - vi. Registrar shall send to Chancellor; agenda of the proposed meeting and minutes of the previous meeting to the authorities of the University as early as possible.
 - vii. The Registrar shall have the powers to take action against non-teaching employees in consultation with Vice Chancellor. However, if the act is of gross indiscipline or otherwise misconduct, the departmental enquiry may be constituted and if the serious action is warranted, the matter must be reported to the Board of Management in writing along with the charges labeled and detailed proceedings and findings of the Enquiry Officer.
 - viii. The Board of Management / the Vice - Chancellor may authorize the Registrar to participate in some other committees either as a Chairman or member. He will be required to keep the minutes of such meetings.

STATUTE -11**Appointment, Functions, Duties and Powers of the
Chief Finance and Account Officer (CFAO)**

The University shall appoint a Chief Finance and Account Officer (CFAO) to manage its finances. The Board of Management shall constitute a Selection Committee for the appointment of the Chief Finance and Account Officer (CFAO).

1. Selection and Appointment of the CFAO

The Chief Finance and Account Officer shall be appointed by the Chancellor as mentioned in Act 19(1).

The University shall follow the following procedure for the selection of the CFAO.

- i. The University shall invite application for the post through the process of an advertisement with wider publicity and through Web portal of the University.
- ii. A summary of the candidates applied for the post shall be prepared by the office of the Vice - Chancellor or by the person(s) deputed by him.
- iii. The date of meeting of the Selection Committee will be fixed and a notice to this effect shall be given to the short listed candidates at least seven (7) days in advance.
- iv. The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Board of Management.
- v. Board of Management will produce their selections to the Chancellor, then Chancellor/ Representative of Chancellor (Pro-Chancellor) will finalize their selection accordingly.
- vi. If a suitable candidate is not found in the first advertisement, subsequent applications shall be invited through the process as written above.
- vii. The CFAO shall receive pay and other allowances as decided by the Board of Management. The age of retirement of the CFAO shall be seventy (70) years or otherwise as decided by the Governing Body.

2. The Resignation / Removal of the CFAO

- i. When the office of the CFAO falls vacant on account of one reason or the other such as long illness or long absence or resignation, the Vice - Chancellor may appoint an officiating CFAO after taking the approval from the Chancellor.
- ii. If at any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance of the CFAO is not in the interest of the University, the Vice - Chancellor may request the Chancellor, in writing stating the reasons therein, for the removal of the CFAO. Before taking such action, the CFAO shall be given an opportunity of being heard.

The Chancellor shall put up the matter for the consideration of the Governing Body whose decision shall be final.

3. Functions and Duties of CFAO

The functions and duties of the CFAO shall include the following:

- i. To exercise general supervision over the funds of the University and advice about the financial policies. Further, CFAO shall be responsible to get the accounts audited regularly as instructed by Governing Body time to time.
- ii. To perform such other financial functions as may be assigned to him by the Board of Management or as may be prescribed by the Statutes or the Ordinances.
- iii. Subject to the control of the Vice-Chancellor and the Board of Management, the CFAO shall hold and manage the properties and investments of the University, including that of Trust and immovable properties, for fulfilling the objectives of the University.
- iv. To see that the limits fixed by the Finance Committee for recurring and non-recurring expenditure for a year are not exceeded and the money is expended or spent for the purposes for which it was granted or allotted.
- v. To be responsible for the preparation of the annual accounts and the budget of the University and their presentation to the Governing Body after due approval by the Finance Committee.
- vi. To keep a constant watch on the cash and bank balances and investments.
- vii. To watch the progress of collection of revenue and advice on the methods of collection applied.
- viii. To ensure that the registers of properties of the University are maintained properly and that stock checking is conducted of the equipment and other material in the offices, Library, laboratories and University Departments / Institutions.
- ix. To bring to the notice of the Vice - Chancellor any unauthorized expenditure or any other financial irregularity and suggest appropriate action against person at fault.
- x. To call from any office of the University, including colleges and institutions maintained by the University, any information or report that he may consider necessary for the performance of his functions.
- xi. Any receipt given by the CFAO or by the person or persons on his behalf, duly authorized by the Board of Management shall be the sufficient proof for the collection of money by the University.

STATUTE -12**The Governing Body**

The Governing Body shall be the supreme authority of the University, and shall have the power to review the actions of the Board of Management and Academic Council, and shall exercise all the powers of the University not otherwise provided in the Act, the Statutes, and the Ordinances. It is the highest policy making body of the University and shall be responsible for the general supervision, direction and control of the work of the University so that the University fulfills its objectives.

1. Constitution

The Governing Body of the Sanjeev Agrawal Global Educational University shall consist of the following members, namely:

- i. The Chancellor an ex -officio Chairperson;
- ii. The Vice - Chancellor;
- iii. Three eminent persons nominated by the Sponsoring Body out of whom at least one shall be an eminent educationist;
- iv. Three distinguished persons nominated by the Visitor out of a panel of six names submitted by the State Government;
- v. One representative of the State Government not below the rank of Deputy Secretary; and
- vi. The Registrar - Member Secretary

The Registrar shall not take part in discussions and shall not participate in voting if required.

2. Tenure

The term of a nominated member of the Governing Body except those who are ex officio shall be of three (3) years and shall not hold the office for more than two consecutive terms.

3. Powers and Functions

The Governing Body shall be the supreme authority of the University and shall have full powers with regard to all movable and immovable properties of the University. Besides above, it shall have the following powers:

- i. To control functioning of the University by using all such powers as are provided by the Act, the Statutes, the Ordinances and the Regulations made there under.
- ii. To review the decision of other authorities of the University in case they are not in conformity with the provisions of the Acts, the Statutes, the Ordinances and the Regulations made there under.
- iii. To approve the budget and annual report of the University.
- iv. To lay down the policies to be followed by the University;
- v. To recommend to the Sponsoring Body the liquidation of the University, provided a situation arises when the functioning of the University is not possible;
- vi. Shall direct, supervise and control the 'endowment fund' and also general fund account and get them audited through CFAO, as per the Act.
- vii. Shall be the final authority to approve the recommendation of the Board of Management

- for conferment of honorary, degree and other distinctions and awards.
- viii. To create teaching and other academic posts and to define the functions and conditions of service of the Professors, Associate Professors, Assistant Professors, other teachers and the academic staff employed by the University after taking into consideration the recommendations of the Academic Council.
 - ix. To create administrative, ministerial and other necessary posts after taking into account the recommendations of the Finance Committee and to specify the manner of appointment thereof.
 - x. Shall frame rules/regulations for the conduct of its business.
 - xi. Such other powers as may be prescribed by the Statutes, as per the provision of the Act 2007 amended from time to time.
4. Meetings and Quorum
- i. A meeting of the Governing Body shall ordinarily be called three times in a calendar year.
 - ii. Meeting of the Governing Body shall be called under the directions of the Chancellor and in his absence by the Vice - Chancellor.
 - iii. The Chancellor may, on his own or on the advice of the Sponsoring Body, call a Special Meeting as and when required in the interest of the University.
 - iv. At least seven (7) days clear notice shall be served to the members to conduct meetings. However, during emergency this period may be reduced by the Chairperson.
 - v. Five (5) members of the Governing Body shall form the Quorum. However, for the adjourned meeting three (3) members will form the quorum
5. Vacancies
- i. Any member of the Governing Body may resign his office. The letter of resignation in writing shall be sent to the Chancellor. Such resignation shall take effect immediately on its acceptance and shall be communicated to the concerned member.
 - ii. Any member of the Governing Body, who has been nominated to other body, shall not continue to be a member of that body after his removal or the acceptance of his resignation.
 - iii. A member of the Governing Body of the University shall automatically cease to be member on his being convicted by a Court of law for any offence including moral turpitude.
 - iv. Vacancy of a member arising by reason of death, resignation, and removal or otherwise shall be filled as soon as possible by the Sponsoring Body and the member so nominated shall be a member for the un-expired portion of the term.

STATUTE-13**The Board of Management****1. Constitution**

There shall be a Board of Management of the University, duly constituted under Section 23(1) of the Act. It shall consist of the following:

- i. The Vice - Chancellor - Chairperson;
- ii. Two representatives nominated by the Sponsoring Body;
- iii. Two representatives nominated by the State Government;
- iv. Two senior most Professors of the University by rotation;
- v. Two senior most Teachers of the University other than Professors as mentioned above in clause (iv), by rotation;
- vi. Registrar - Member Secretary.

The Registrar shall not take part in discussions and shall not participate in voting.

2. Tenure

- i. The Members of the Board of Management, except those who are ex-officio, shall hold office for a period of three (3) years from the date of their nomination.
- ii. The Chairperson of the Board of Management, whose decision in the matter shall be the final; shall decide any dispute or question with regard to membership or tenure of a member.
- iii. The Vice - Chancellor and the Registrar shall be the ex-officio Chairperson and Member Secretary of the Board of Management, respectively.

3. Vacancies

- i. Any Member of the Board of Management may resign from his office. The letter of resignation in writing shall be sent to the Chairperson of the Board of Management. Such resignation shall take effect immediately on its acceptance and communicated to the member concerned.
- ii. Any member of the Board of Management, who is nominated to another Body in his capacity as a member of the Board shall not continue to be a member of that Body or hold the post after the acceptance of his resignation.
- iii. A member of the Board of Management of the University shall automatically cease to be member on his being convicted by a Court of law for any offence including moral turpitude.
- iv. Vacancy of a member arising by reason of death, resignation, and removal or otherwise shall be filled as soon as feasible, and the member so nominated shall be a Member for the un-expired portion of the term.

4. Meetings and Quorum

- i. The Board of Management shall meet at least once in every two months. The Vice - Chancellor may, in case of urgency, convene a special Meeting.

- ii. The meeting shall be convened under the direction of the Vice - Chancellor.
 - iii. Five members shall constitute the quorum.
 - iv. Adjourned meeting quorum should be three members.
5. Powers and Functions of the Board of Management
- i. The Board of Management shall be the Principal Executive Body of the University and have all the powers to manage and administer the University inclusive of the management of properties and revenues as per the Statutes and Ordinances. Further, it shall exercise all the powers of the University otherwise provided by the Act, Statutes, Ordinances or the Regulations for the fulfillment of the objectives of the University.
 - ii. In order to manage and administer, the functioning of the University in a smooth and efficient manner, the Board of Management shall have the powers to make Statutes, Ordinances and Regulations, either on its own or on the recommendation of any Authority or Officer of the University, subject to the conditions laid down in the Act.
 - iii. In addition to the aforesaid powers vested in it by and under the Statutes, have the following additional powers:
 - iv. To prescribe qualifications and other conditions of eligibility for teachers and other academic staff after taking into account the recommendations of the Academic Council.
 - v. To make appointments of Professors, Associate Professors, Assistant Professors, other teachers and such academic staff as may be necessary, on the recommendations of the Selection Committees constituted for the purpose.
 - vi. To specify the manner and appoint academic staff against the temporary vacancies.
 - vii. To follow and monitor the budget for expenditure as approved by the Governing Body.
 - viii. To recommend the appointment of the Visiting Professors, Artists and Writers and determine the terms and conditions of such appointments to Chancellor.
 - ix. To manage and regulate the finances, accounts, investments and properties of the University and all other affairs of the University and to appoint such consultants as may be considered fit by it.
 - x. To invest any money belonging to the University in such stocks, funds, shares or securities as it thinks fit or in the purchase of immovable property in India with the like power of varying such investment from time to time. However, no action under this clause shall be taken without consulting the Finance Committee. Further, no such investment shall be done without the approval of the Sponsoring Body.
 - xi. To regulate and enforce discipline amongst the employees in accordance with the Statutes and the Ordinances / Regulations.
 - xii. To make recommendations to the Governing Body to transfer or accept transfers of any immovable or movable property of the University.
 - xiii. To entertain, adjudicate upon or redress the grievances of the employees and the students of the University who may, for any reason, feel aggrieved.
 - xiv. To consider the recommendations made by the Finance Committee about the remuneration to be paid to examiners and invigilators and to decide the same.
 - xv. To delegate any of its powers to the Vice - Chancellor, and on the recommendations of the Vice - Chancellor to the Pro Vice - Chancellor, the Registrar, the CFAO or any other officer, employee or authority of the University or to a Committee appointed by it.
 - xvi. To institute and award fellowships, scholarships, studentships etc.
 - xvii. To consider the recommendations of the Academic Council regarding the improvement in teaching, research and development and enhancement in the facilities such as laboratories and equipment thereof library and other facilities.
 - xviii. To exercise the power to create or designate Departments of the University or affiliated colleges or institutions as laid down by the Statutes/Organizations.
 - xix. To consider the annual Internal Quality Assurance Cell (IQAC) report of all the University Departments, Centers and Cells and forwarding the same to the NAAC as per UGC guidelines.
 - xx. The Board of Management shall be the appellate authority in case of any question or dispute between a student or an employee on the one hand and any Authority or Officer of the University / Faculty / Study Centre on the other hand.

STATUTE -14**The Academic Council**

The Academic Council shall be the statutory body of the University on all academic matters. It shall have the control and general supervision and be responsible for the maintenance of standards of instructions, research, education and examination within the University.

It shall exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Act, Statutes and Ordinances and shall have the right to advise the Board of Management on all academic matters.

1. Constitution

The Vice - Chancellor shall be the Chairperson of the Academic Council. The council shall consist of the following members, namely:

- i. The Vice -Chancellor - Chairperson;
- ii. Deans of the Faculties;
- iii. Chairman Board of Studies
- iv. HOD of the Department regular or in-charge
- v. Two experts co-opted by the Academic Council who possesses special attainments in particular fields of study and are not employees of the University.

2. Tenure

The members of the Academic Council, other than the ex-officio members, shall hold office for a term of three years from the date of their appointment or co-option, as the case may be or as specified otherwise.

3. Meetings and Quorum

- i. As a routine, the Academic Council shall normally meet twice a year on the dates as fixed by the Vice - Chancellor. However, the Vice - Chancellor may call a special meeting of the Academic Council, if required. The Registrar shall, under the direction of the Vice - Chancellor, give not less than twenty days clear notice for a routine meeting and seven days for a special meeting.
- ii. The agenda and proceedings of each meeting of the Academic Council shall be prepared by the Registrar and shall be approved by the Vice - Chancellor.
- iii. The Registrar shall send by electronic media or post, a copy of the proceedings of that meeting so signed by the Chairperson, to each member of the Academic Council, the Governing Body, the Board of Management, the Finance Committee, the Dean of the Faculties and the Board of Studies within six weeks after a meeting.
- iv. A copy of the minutes shall be submitted to the Chancellor also.
- v. Approval of the resolutions shall be by simple majority of the Members present.
- vi. One third members of the Academic Council shall form the quorum for a meeting.

4. Powers and Functions of the Academic Council

Subject to the relevant provisions of the Act, the Statutes and the Ordinances, the Academic Council shall, in addition have the following powers:

- i. To exercise general supervision over the academic policies of the University and to give directions regarding methods of instruction, evaluation, research and improvement in academic standards.
- ii. To consider matters of general academic interest either on its own initiative or on a reference from the Planning and Development Board or a Faculty of Studies or the Board of Management and to take appropriate action thereon.
- iii. To frame such regulations as are consistent with the Statutes and the Ordinances regarding the academic functioning of the University including discipline, admissions, award of fellowships and studentships, fee and other academic requirements.
- iv. To take measures for Quality Education and Accreditation of the University.
- v. To make recommendations to the Governing Body for the conferment of degrees, honorary degrees or any such other distinctions or honor of the University.
- vi. To recommend the new courses of studies.
- vii. To recommend the Regulations for the methodology, schemes, and modalities of University Examinations and allotment of marks / credits for individual subjects in all the courses.
- viii. To take up the matters for periodical review of functioning and co - ordination between all the constituent Institutions and /departments and recommend to the Board of Management, the ways and means of improvement.
- ix. To consider other academic or student welfare matters referred to it.
- x. Shall ensure that while framing rules, syllabus and curriculum norms of the Regulatory Councils from time to time, are adhered to.

5. Academic Council shall, in addition to all other powers vested in Council, have the powers to make recommendations to the Board of Management keeping in view the guidelines of National Regulatory Bodies such as UGC, AICTE etc. with regard to the creation or abolition of teaching posts in the University.

In addition to above, the Council shall recommend to the Board of Management the following:

- i. The classification of the posts according to the requirements and their duties attached thereto.
- ii. Laying down qualifications and specializations for the recruitment of teachers in any subject and the emoluments to be paid to them.
- iii. To formulate and modify or revise the schemes for the organization of Faculties and to assign to such Faculties their respective subjects and also to report to the Governing Body as to the expediency of the abolition or sub-division of any Faculty or the combination / merger of one Faculty with another.
- iv. To recommend the creation of New Departments, Cells and Centers.

STATUTE -15

The Finance Committee

The Finance Committee shall be one of the statutory bodies of the University to deal with all the financial matters. It shall have the control and general supervision and be responsible for the management of finances such as income, expenditure, budgets, auditing etc. of the University. It shall exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Act, Statutes, Ordinances and regulations and shall have the right to advise the Board of Management on all financial matters.

1. Constitution

The Finance Committee shall consist of the following:

- i. The Chancellor - Chairperson
- ii. The Pro-Chancellor-Vice Chairperson
- iii. The Vice Chancellor
- iv. The Registrar
- v. One person to be nominated by the Board of Management
- vi. Two persons to be nominated by the Chancellor
- vii. The Chief Finance and Account Officer (CFAO) -Member Secretary

2. Tenure

The tenure of the nominated members shall be three (3) years from the date of notification.

3. Meetings and Quorum

- i. Three members other than the Chancellor of the Finance Committee shall form a quorum for a meeting of the Committee.
- ii. The Finance Committee shall meet at least twice a year to present the budget, examine the accounts and scrutinize the expenditure statement prepared by the CFAO.

4. Powers and Functions

The Finance Committee shall perform the following functions namely:

- i. All proposals relating to revision of grades, up-gradation of the pay- scales and those items which are not included in the budget, shall be examined by the Finance Committee before they are considered by the Board of Management. Chairman is Vice Chancellor while F.C. is chaired by Chancellor.
- ii. The annual accounts and the financial estimates of the University prepared by the CFAO shall be presented to the Finance Committee for approval and thereafter submitted to the Board of Management.
- iii. The Finance Committee shall fix the limits for the total recurring and non-recurring expenditure for the year, based on income and resources of the University, and no expenditure shall be incurred by the University in excess of the limits so fixed, without the approval of the Finance Committee.
- iv. To conduct a scrutiny of accounts of the University, whenever called upon by the Board of Management.
- v. To review the concurrent and the yearly Audit Reports and make recommendations there upon.
- vi. To approve the Regulations for the policies and guidelines for purchase / procurements in the University.
- vii. In case of urgency, any expenditure in excess or absence of the budget provisions incurred by the Vice-Chancellor with the approval of the Chancellor for the reasons to be recorded in writing should be reported in the next meeting of the Finance Committee.
- viii. Where the votes on any subject considered by the Finance committee are equally divided, the Chancellor shall have the casting vote.

STATUTE -16**Standing Committee**

The Academic Council may constitute Standing Committee to look after the routine matters of academic nature on its behalf. The committee shall have the following constitution.

1. Constitution
 - i. The Vice - Chancellor - Chairperson
 - ii. All deans of faculty
 - iii. The Registrar - Member Secretary.
2. Powers and Functions

Standing Committee shall consider all those matters which have been assigned to it by the Academic Council. Further, the Vice - Chancellor may call the meeting of the Standing Committee to decide some of the urgent academic matters and report them to the Academic Council for rectification.

STATUTE - 17**Examination Committee**

There shall be an Examination Committee for each subject. This Committee shall consist of following:

- i. The Vice - Chancellor – Chairperson.
- ii. Dean of the Faculty concerned.
- iii. The Head of the Department-Convener.
- iv. Two senior most teachers of the Department to be appointed by rotation.

STATUTE -18**Schools of the University****1. The University shall consist of following Schools:**

1. Engineering & Technology
2. Management
3. Science
4. Commerce
5. Arts, Humanities & Social Sciences
6. Journalism & Mass Communication
7. Architecture Planning and Design
8. Agriculture
9. Education
10. Pharmaceutical Sciences
11. Law & Legal Studies
12. Library Science
13. Hotel Management
14. Performing Arts
15. Medical Health & Allied Science
16. Computer Application
17. Vocational Studies
18. Computer Technology

Two or more courses of different institutes may be grouped together to make one course under one institute and / or new institute may be constituted according to the need as per UGC guidelines.

Some of the schools may offer some of the programmes from different academic years as per the need and approval of academic council from time to time and also new schools may be established after the approval of the Academic Council, and other relevant bodies of the University with the approval of MPPURC.

The curriculum of the programme, minimum teaching hours, examination, evaluation schemes, passing marks and award of divisions etc. shall be decided by the various competitive bodies of the University including that of Academic Council in accordance with the respective regularity bodies.

STATUTE - 19
Dean of the Faculty

The Dean shall be the Head of a Faculty of Studies.

- i. The Dean shall be appointed by the Vice - Chancellor in order of seniority amongst the Professors of the various Departments of the Faculty. The tenure of the Dean shall be for a period of three years up to the date of superannuation, whichever is earlier. However, he may be considered for reappointment but shall not serve more than six (6) years in continuation.
- ii. If at any time, there is no Professor in the department, the Vice - Chancellor may appoint Associate Professor / Dean of Sister Faculty as Dean for the period of absence of the Professor.
- iii. The Dean shall be the Head of the Faculty of Studies and shall be responsible for the conduct and maintenance of the standards of teaching and research in the Faculty.
- iv. The Dean shall have the right to be present and to speak in any meeting of the Departmental Council(s), but shall not have the right to vote unless he is a member thereof.
- v. The Dean shall perform such other functions as may be prescribed by the statute.

STATUTE -20

Constitution of Faculty

The Faculty shall be the principal coordinating and administrative body amongst the departments of the Faculty and shall be constituted for each Faculty separately.

1. Each Faculty shall consist of the following members, namely:
 - i. The Dean of the Faculty who shall be the Chairperson.
 - ii. The nominee of the Vice – Chancellor.
 - iii. All Heads of the departments constituting the faculty.
 - iv. Chairman Board of Studies
 - v. Two experts co-opted by the Faculty who possess special attainments in particular fields of study and are not teachers of the University since last three years.
2. The members of the Faculty, other than the ex-officio members, shall hold the office for a term of three years from the date of their appointment or co- option, as the case may be or as specified otherwise.
3. Powers and Functions of the Faculty
 - i. The Faculty shall consider and approve such administrative matters which are common amongst constituent departments of the Faculty of Studies.
 - ii. The Faculty shall have such powers and shall perform such duties as given in the Ordinances I Regulations.
 - iii. The functions of the Faculty shall be as follows:
 - i. Subject to the control of the Academic Council, to organize teaching and research work in the department of studies assigned to the Faculty.
 - ii. To recommend to the Academic Council, the conditions for the award of degrees, diplomas and other academic distinctions.
 - iii. To coordinate work in subjects assigned to the Faculty.
 - iv. To secure coordination in research, whenever applicable.
 - v. The Faculty shall also consider and make such recommendations to the Academic Council on any question pertaining to their respective spheres of work as may appear to them necessary or on any matter referred to them by the Academic Council.
4. The Dean may call a joint meeting of the Board of Studies and Faculty to resolve the matter of academic and administrative nature.

STATUTE -21

Board of Studies

The Board of Studies shall be the principal academic body of the Subject / Subjects and therefore, shall be constituted for each subject. It shall be a statutory body and shall consider all the academic matters of the Subjects and make the appropriate recommendations to the Faculty for its considerations and approval. Further, it shall have the control and general supervision and be responsible for the maintenance of academic standards inclusive of examinations in the departments of the concerned Subject(s).

1. Formation of the Board of Studies

The Senior most Professor shall be the Chairperson of the first Board of Studies which will be by rotation amongst other Professors (if any) and shall have the following as members, namely:

- i. Head of the teaching departments of the Subjects/department(s).
- ii. One Professor and the Associate Professors of the Subjects by rotation.
- iii. One Professor from other Faculty as a nominee of the Vice – Chancellor.
- iv. Two experts co-opted by the Board of Studies who possesses special attainments in particular fields of study and are not employees of the University.

The members of the Board of Studies, other than the ex-officio members, shall hold the office for a term of three years from the date of their appointment or co-option, as the case may be or as specified otherwise.

2. Meetings and Quorum

- i. As a routine, the Board of Studies shall normally meet once a year on the dates as fixed by the Dean of the Faculty. However, the Dean may call a special meeting of the Board of Studies if required, by serving at least three days clear notice for the same.
- ii. The agenda and proceedings of each meeting of the Board of Studies shall be prepared by the Chairperson in consultation of Vice Chancellor and shall be sent to each member of the Board with a copy to the Vice - Chancellor for information and necessary action.
- iii. One third members of the Board of Studies shall form the quorum for a meeting.

3. Powers and Functions

Subject to the relevant provisions of the Act, the Statutes and the Ordinances, the Board of Studies shall consider all the academic matters of the faculty members and recommend to the Academic Council for approval. Powers and Functions include the following:

- i. To exercise general supervision over the academic policies of the Faculty members and to give directions regarding methods of instruction, evaluation, research and the improvement in the academic standards.
- ii. To recommend to the Dean regarding the courses of studies and curricula for each examination after considering the recommendations of the Departmental Councils.

- iii. To recommend to the Dean the combination and sub- division of the Departments or the Faculties, if required.
 - iv. To consider and make recommendations to the Dean on the matters of general academic interest either on its own initiative or on the directives received from the Planning and Development Board or the Board of Management.
 - v. To frame such regulations as are consistent with the Statutes and the Ordinances regarding the academic functioning of the Subjects, including discipline, admissions, award of fellowships and studentships, fee and other academic requirements concerning the Subjects.
 - vi. To take measures for Quality Education and Accreditation of the Departments of Studies.
4. The Dean may call a joint meeting of the Boards of Studies and Faculty to resolve the matter of academic and administrative nature.

STATUTE -22

Students Council

1. The Students Council shall mainly function as a forum of the students. This forum mainly gives the feedback and suggestions on the academic matters, environment and activities to be carried out by the University in order to improve students' employability, to the Dean of the Students.
2. Under the control of the Dean of Students Welfare, the Council may organize extension lectures of the renowned personalities and also extra-curricular activities in the University.
3. The University shall define other functions in the Rules and Regulations according to the guidelines of the University Grants Commission (UGC), New Delhi.

STATUTE -23**Appointment of the Teachers in the University**

The Teachers (Faculty) in the University shall be appointed according to the rules, regulations and guidelines as prescribed by the UGC, AICTE and / or other Regulatory Councils for the courses offered by the University.

1. Eligibility for Appointment

- i. A person will be appointed on an academic position according to the qualifications as prescribed by the UGC, AICTE and other competent bodies according to the courses offered by the University.
- ii. Under the special circumstances, the persons may be appointed from the industries, research laboratories, educational institutions or universities by relaxing the qualifications duly approved by the Board of Management and the Chancellor.
- iii. Wide publicity will be given for the vacancies to be filled in through portal of the University.

2. Constitution of Selection Committee

- i. Selection committees shall be constituted for making recommendations to the Board of Management for appointments or promotions to the posts of Professors, Associate Professors, Assistant Professors and other academic staff and Heads of Institutions / Centers maintained by the University.
- ii. The Selection Committee under the Chairmanship of the Vice - Chancellor or his nominee will constitute:
 1. One member of the Board of Management
 2. The Dean of the concerned Faculty of Studies
 3. The Head of the concerned department (For the post of Professor, the Head should be a duly selected Professor of the University)
 4. Three experts not below the level of Professor of University not connected with the University to be nominated by the Chancellor; from a panel of not less than seven (7) names approved by the Academic Council for each subject

One observer not connected with the University in any manner, to be nominated by the Chairman, M.P. University Regulatory Commission.

Four members of the selection committee (who shall include at least two experts) shall form a quorum for a meeting of the selection committee constituted under clause (ii) above.

3. Screening Committee

A Screening Committee consisting of three members, appointed by the Vice -Chancellor shall screen all the applications received in response to wide publicity. The Committee will prepare a summary of candidates to be called for an interview taking into account the Academic Performance Indices (APIs) merit as per UGC prescribed guidelines. Also a list of candidates rejected and not to be called for the interview shall be made separately giving reasons for the rejection, including limiting the candidates up to certain cutoff APIs for interviews in case of excessive number of applications received.

4. Recommendations of Selection Committee

The Selection Committee shall recommend to the Board of Management the names arranged in order of merit, if any, of the persons who it considers suitable for the appointments and after the approval of the Board of Management, the appointment or promotion letters shall be issued to the candidate by the Registrar. The committee may reject all the candidates with justification.

5. Fixed period / Part-time / Contractual Faculty

In addition to full-time teachers, the Board of Management / the Vice - Chancellor may also decide to engage teachers for a fixed period, part time, or on contractual basis along with terms and conditions such as honorarium, TA / DA, if any, conveyance charges etc. of such engagements, from time to time.

6. Adjunct / Visiting Professors

- i. The Vice - Chancellor on the recommendations of the Head of the Department and the Dean of the Faculty may appoint the Adjunct / Visiting Professor after having a consultations with the Chancellor. All such appointments shall be reported to the Board of Management for ratification at the earliest opportunity. The tenure of all such appointments shall not exceed a period of three years.
- ii. For the appointment in these categories, the Vice - Chancellor may on his own consider and recommend appointment of distinguished scholars, scientists, writers or artists by relaxing qualifications and eligibility criterion, provided the Board of Management and the Chancellor approves such appointments.

STATUTE -24

Categories of the Non-Teaching Employees

1. Following types of non-teaching employees will be employed by the University

- i. Permanent / Probationary Employees
- ii. Contractual Employees
- iii. Casual Employees

2. Permanent employee shall be appointed against a clear vacancy and shall be kept on probation for a period of one year. The services could be terminated or the probation period be extended by serving notice, if the performance is found unsatisfactory in a working period of eleven (11) months or less.

3. Contractual employee means an employee who is appointed on contract basis for a specified period.

4. Casual Employee means an employee who is engaged on the basis of a Muster Roll.

5. The service conditions for all the above types of employees shall be prescribed in Rules and Regulations.

STATUTE - 25**Other Officers of the University**

1. Following shall be the other Officers of the University:

- i. The Controller of Examinations
- ii. The Deputy and the Assistant Registrars
- iii. The Chief, the Deputy and the Assistant Librarians
- iv. The Director and the Assistant Director of Physical Education
- v. The Director Corporate Relations
- vi. Chief Proctor
- vii. Proctor
- viii. Dean Student Welfare
- ix. Warden

2. The Controller of Examinations

- i. Shall be an officer of the University and shall be appointed by the Vice - Chancellor from the Faculty / Administrative Officers having sufficient experience and well versed with the examination and evaluation procedures of the University.
- ii. Shall be vested with all the powers and responsibilities as specified in the Regulations. Further, he shall be responsible to make all the necessary arrangements for the conduction of examinations as per the Ordinances and Regulations.

When the office of the Controller of Examination falls vacant by one reason or the other, the duties of the office shall be performed by such person as the Vice - Chancellor may appoint for the purpose.

3. Other officers as stated above from (1) (ii) to (1) (vi) shall be whole-time salaried officers appointed by the Board of Management on the recommendation of a selection committee constituted for the purpose, and shall possess such qualifications as prescribed by the University Grants Commission / Regulatory Councils and exercise such powers to perform such duties, as may be determined by the Board of Management and provided in the Regulations of the University.

4. The appointment of officers mentioned at (1)(iii) and (1)(iv) above shall be made following the procedure as laid down in the Statute 24 for the appointment of Teachers and that of others mentioned at 1(ii), 1(v) and 1(vi) shall be made according to the procedure laid down for non-teaching staff.

— 5. The powers and responsibilities of other officers shall be as specified in the respective Regulations.

STATUTE - 26**Conferment of Honorary Degrees and Academic Distinctions**

University may confer Honorary Degree of D.Sc. or D. Lit. or other distinctions to the renowned and deserving personalities who have contributed in the areas of Education, Science, Fine Arts, Social Sciences, Technology, Drama, Games and Sports, Industries etc. in accordance with the following procedure:

1. All proposals for the conferment of Honorary Degrees shall be made by the Academic Council to the Board of Management and shall require the aconsent of the Governing Body before submission to the Chancellor for conferring the honor. However, in case of urgency, the Chancellor may act on the recommendation of the Board of Management and later on take the consent of the Governing Body.
2. If at the later stage, it is found that the honorary degree has been conferred to the non-deserving person by the University, then the same may be withdrawn by the University through the resolution passed by the two - third majority of the members of the Governing Body and the approval of the Chancellor.

STATUTE -27**Provision Regarding Fee to be charged from the Students**

1. The tuition fee payable by the student shall be such as may be fixed by the University from time to time subject to directive(s) as received from the Government of India / State Government / Regulatory Commission / UGC thereon. The fee structure and payment schedules shall be as declared in the Regulations after approval from regulatory commission.
2. Other charges and fee shall be payable by the student as decided by the University from time to time. It shall include the following:
 - i. Students' Alumni Association Fee
 - ii. Examination Fee for each semester
 - iii. Internet Fee
 - iv. Library Fee
 - v. Sports Fee
 - vi. Training and Placement Fee
 - vii. Hostel and / or Bus Fee
 - viii. Caution Money
 - ix. Issue of duplicate documents such as mark sheets, migration certificate, degree certificates, character certificate etc. However, the duplicate certificates will be issued as per the regulations laid down by the University.
 - x. Fee for the Health Services
 - xi. Counseling Fee
 - xii. Cultural Activities Fee
 - xiii. Fee for attending additional classes for improvement of grades or additional courses
 - xiv. Transcripts Fee
 - xv. Innovation and Invocation Cells, Skill Set Aptitude and Personality Development etc.
 - xvi. Group Insurance Premium.
 - xvii. Degree verification Fee
 - xviii. Any other fee provided and approved by competent authorities of the University.
3. Tuition fee and other charges levied on the students shall be at the rates approved by the University from time to time and laid down in the ordinances, provided that where the statutory recognizing authority has prescribed a formula for determining the tuition fee and other charges, they shall be levied accordingly.
4. Other fee such as enrolment, migration transfer etc. shall be charged at the rates approved by the University from time to time as laid down in the concerned Regulation.
5. Policies and directives of Central/State Regulatory bodies as applicable for the Private Universities established under the Act regarding the provisions for the fee to be charged from the students of Below Poverty Line family, Scheduled Castes, Schedule Tribes, Other Backward Classes, Physically Handicapped and other categories shall be applicable to the University.

STATUTE -28**Administration of Endowment Funds for the Award of Fellowships,****Scholarships, Medals and Prizes in the University**

1. The Board of Management may accept donations for creation of endowment fund in the University for the award of Fellowships, Scholarships, Stipends, Medals and Prizes of the recurring nature.
2. The Board of Management shall administer all the donations / endowments received.
3. The award shall be made out of the annual income accruing from the endowment.
4. Organization or the individuals intending to sponsor a fellowship, Scholarship / stipend or award / prize in the name of organization / individual, will be required to deposit an endowment with the University, whose annual Income shall be utilized for the payment of fellowships, scholarships, awards /prizes etc.
5. The Board of Management shall prescribe the conditions of depositing the endowment funds in secured instruments.
6. The value of endowment necessary for instituting an award shall be prescribed by the Board of Management.
7. The detailed terms and conditions for fellowships, scholarships, awards / prizes shall be laid down in the M.O.U. for each case.
8. In case, any endowment is accepted by the Board of Management, the Board shall make a regulation for it, giving such details as the name of the donor, name of endowment, initial value and the purposes of the endowment etc.
9. Approval of awardees of fellowships, scholarships, medals and prizes as per the specific Regulation (s) / Ordinance (s).
10. Approval for carrying the literary, science, research, fine arts or similar activities can also be granted from the endowment fund and shall be as laid down in the Regulations.

STATUTE - 29**Convocation**

1. The Visitor and in his absence the Chancellor shall preside over the convocation function of the University. In the absence of both, the Vice - Chancellor shall preside over the convocation function.
2. The University Convocation will be normally held every year for the award of the Degrees, Diplomas and other Distinctions.
3. The Convocation shall normally be held in the main campus of the University or at such other place as may be approved by the Governing Body.
4. The Academic Council shall frame University Regulations relating to the format of the Degree and Diploma, Documents, Certificates and Citations, their text, issuance of these documents in absentia, duplicate degree and the procedural details for conduct and holding the Convocation.
5. In case of awarding Honorary D. Sc. / D.Litt. degree to a top international dignitary special convocation may be held following the same procedure maximum two times in an academic year.

STATUTE -30
Admission of Students

1. Admissions

- i. The admissions in the courses offered by the University shall be open to all the candidates who fulfill the eligibility criteria and be made strictly according to the eligibility criteria / rules as per government norms and respective regularity body. The admission procedure will be completed before the commencement of the academic session or the last date of the admission decided by the Academic Council.
- ii. Eligibility criteria for admissions shall be based upon the merit of the qualifying examinations / admission tests conducted by the University or by the National Bodies as decided by the University from time to time and eligibility as per provisions of respective regularity body will be followed. The Academic Council will consider the eligibility criteria, determination of the merit, concessions etc. and will decide / approve as the case may be, by the Regulations for Admission. The criteria will be notified in the Prospectus / Information Brochure / Electronic Media of that Academic Session before the commencement of the admission procedure.

2. Admission Committee

- i. The Dean of the Faculty in consultations with the Head of the Departments of that Faculty shall appoint the admission committees duly approved by the Vice - Chancellor for making the admissions in under graduate and post graduate courses offered by the various departments.
- ii. Each committee shall comprise of:
 1. The Head of the Department
 2. PG Coordinator of the Department
 3. Senior most Professor / Associate Professor / Assistant Professor in the Department
 4. One member from outside the Department nominated by the Vice - Chancellor.
- iii. Reservation of Seats, Students below; Poverty Line, Scheduled Castes, Schedule Tribes, Other Backward Classes, Physically Handicapped and other Categories.
 1. Policies and directives of Central / State regulatory bodies as applicable for the Private Universities established under the Act regarding admission including the regulation of reservation of seats, especially for the students of Below Poverty line family, Scheduled Castes, Schedule Tribes, Other Back ward Classes, Physically Handicapped and other categories shall be applicable to the University.
 2. Seats for admission in the university for the students belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes, Women, Physically Handicapped Students, Children of Defense Personnel and other specified categories shall be reserved primarily as per the policy of state government and as prescribed in the Act 2007 and as amended from time to time.

3. Number of seats in different programs of study in the University, including reserved category seats if any, shall be approved by the Board of Management from time to time in accordance to the guide lines / approval given by the AICTE / concerned National Bodies / State Government as the case may be. Further, 15% supernumerary seats shall be made available for the candidates belonging to foreign nationals / non-resident Indians.
4. If the candidates belonging to any reserved categories are not sufficient in numbers on the specified date for admissions, the vacant seats will be offered to the candidates in the general category according to the eligibility criterion.

STATUTE -31 **Annual Report**

1. The Annual Report of the University shall be prepared by the Registrar for the consideration and approval of the Board of Management.
2. The Annual Report shall consist of two (2) parts (i) Activity Report highlighting the steps taken by the University for the Fulfillment of its objectives for which the Registrar shall be responsible and (ii) the Chief Finance and Account Officer (CFAO) shall prepare the financial report for the financial year.
3. The Report along with Audited Accounts shall be placed for approval of the Governing body once approved by the Board of Management.
4. A copy of the Annual Report shall be presented to the Visitor, the Sponsoring Body, the Chancellor and the Regulatory Commission by the Registrar with University seal and signatures.
5. The Annual Report is a public document and shall be available on the website of the University, after the presentation to the Visitor.

STATUTE -32

Resignation

Any resignation rendered by any employee shall be processed as per the Regulations prescribed (Three Month / One Month Prior Notice as decided by committee) for the purpose.

STATUTE -33**Action against Teachers**

Whenever, there is a complaint of misconduct against the Faculty member, the Vice- Chancellor shall constitute a fact finding committee and if necessary, based upon the recommendations of this committee, may institute an Enquiry Committee to enquire the whole matter.

1. Based upon the Enquiry Committee's report, the Vice - Chancellor may decide the course of action including suspension depending upon the severity of the misconduct. However, for taking action to the extent of termination of the teacher concerned, the Vice-Chancellor shall further report the matter to the Board of Management and the Chancellor to do so. The decision so taken shall be the final.
2. An appeal against any action can be made to the Chancellor within 30 days from the date of receiving of the communication of such order.

STATUTE -34**Action against Non-Teaching Employees**

1. Where there is an allegation of misconduct against a non-teaching employee, the Registrar shall constitute a fact finding committee and if necessary, based on the fact finding Committee's recommendations, may institute an Enquiry Committee for the purpose.
2. Based on the Enquiry Committee's report, the Registrar may decide the course of action including suspension depending on the severity of the misconduct. However, for taking action to the extent of termination, Registrar shall report the matter to the Vice - Chancellor whose decision will be final.
3. An appeal against any action can be made to the-Chancellor within 30 days from the date of passing such order.

STATUTE -35**Appointment of Examiners**

The Vice - Chancellor shall appoint examiners for holding examinations in theory, practical, dissertation, etc. as required other than Ph.D., on the recommendation of Examination Committees.

1. The Departmental Council constituted as per Statute - 39, shall prepare and submit a panel of examiners to the Examination Committee for theory papers, practical and dissertation examinations, to be held in different courses of study offered by the Department, during each semester.
2. Ordinarily no person will be appointed as an examiner in the University unless his name is approved and included in the panel of examiners by the Departmental Council.
3. The Departmental Council shall prescribe qualifications for the inclusion of names in the panel of examiners and other norms for appointment of examiners in the University.
4. Moderators when felt necessary will be appointed by the Vice -Chancellor.
5. The Vice - Chancellor will also approve the appointment of tabulators and checkers for each academic year.
6. The Vice - Chancellor shall declare results of various examinations conducted by the University on the advice of the Results Committee. The Committee shall consist of following members:
 - i. Dean of the faculty
 - ii. Head of the department
 - iii. Chairman Board of studies
 - iv. One senior professor of the subject
 - v. One professor nominated by the Vice Chancellor
7. A separate ordinance shall provide the rules and regulations to examine the M.E. / M.Tech. Dissertations and Ph.D. Thesis, and also the rates of honorarium to be paid to the Examiners for the same.
8. Conditions of Appointment as Examiner
 - i. No person shall act as paper setter or examiner either in the theory or viva-voce or practical examination if any of his relations is appearing in the concerned examination.
 - ii. No person shall act as a moderator or tabulator for any examination if any of his relation is appearing / has appeared at that examination.

STATUTE - 36**The Proctorial Board**

1. There shall be a Proctorial Board to maintain the discipline amongst the students of the University. The Board shall consist of the following members:
 - i. The Chief-Proctor Chairperson
 - ii. A Professor nominated by the Vice - Chancellor
 - iii. Dean Student Welfare convener
 - iv. All Proctors;
 - v. All Wardens of the Hostels and
 - vi. One student nominated by the Vice - Chancellor from the Students Council.
2. The Chief Proctor and the Proctors shall be appointed by the Vice - Chancellor from the list of the teachers of the University.
3. The number of Proctors shall be determined by the Vice – Chancellor depending upon the enrollment of the student in the University.
4. The term of above appointments shall be that of three (3) years. However, it could be reduced by the Vice - Chancellor if the duties performed by an individual are found unsatisfactory.
5. Following shall be the Powers of the Proctorial Board:
 - i. The Proctorial Board shall ensure that the students observe the Code of Conduct as laid down in the Rules and Regulations of the University.
 - ii. Any violation of the Code of Conduct or breach of Rules or Regulations of the University by the student shall be treated as indiscipline and shall make the student liable for disciplinary action against him.
 - iii. If a student commits a serious act of indiscipline, the Proctorial Board may recommend to the Vice - Chancellor for fine/warning letter his suspension for a period of one week or one or more semesters or the expulsion from the University
6. The Duties of Chief Proctor :
 - i. To bring all the matters in the notice of the Vice - Chancellor before the consideration of the Proctorial Board.
 - ii. To carry duties of maintaining the discipline among the students as laid down in the Regulations.

STATUTE -37**Dean of Students Welfare**

1. The Dean of Students Welfare (DSW) shall be appointed from the group of Professors from the University for a period of three (3) years by the Board of Management on the recommendation of the Vice - Chancellor.
2. The details of the Duties and Functions of Dean of Students Welfare (DSW) shall be as prescribed in the Regulations. However, if the performance of the so appointed Deans is not found satisfactory, his term may be reduced by the Vice - Chancellor.

STATUTE - 38**Creation of New Authorities**

1. Subject to the provisions of this Statute, the constitution, powers and duties of the authorities of the University, other than the Governing Body, Board of Management and the Academic Council are provided.
2. The constitution, composition, powers and functions of the new authorities so created may as such be stated and recommended to the Governing Body, Board of Management, Academic Council and other statutory bodies for approval according to the need.
3. The procedure for nomination, election and continuance in the office of the members of the constituted authorities, including the filling of vacancies of the members and all such matters as may be deemed necessary, be provided in the Statutes and ordinances.

STATUTE - 39**Other Committees**

1. Any authority of the University may appoint as many standing or special committees as it may deem fit and may appoint on such committees such persons as are not members of such authority.
2. Any committee appointed under clause (1) may deal with any subject delegated to it and before taking action, if any, shall seek confirmation of it from the authority appointing it.
3. Where any authority of the University is given power by the Act or Statutes to appoint committees, such committees shall, save as otherwise provided, consist of members of the authority concerned and of such other persons (if any) as the authority in each case as may think fit.
4. Anti ragging committee will be formed as per the UGC guidelines.
5. Woman's Grievances Cell shall be formed as per the UGC guidelines.
6. SC/ST/OBC Grievances Cell shall be formed as per the UGC guidelines.

STATUTE -40**Departmental Council, Composition, Functions and Actions**

Each Department shall have a Departmental Council. The Departmental Council shall be a statutory authority.

1. Composition

The Departmental Council shall comprise of all Professors, Associate Professors and Assistant Professors of the Department.

2. Meetings

The Head of the Department shall preside over the meetings of the Departmental Council and in his absence the senior most Professor/ Associate Professor of the Department shall preside over the meetings.

The Departmental Council shall meet at least twice in a year and one-third of the total members of the council shall constitute the quorum.

3. Duties and Functions

The Departmental Council without prejudice to the powers conferred on other authorities shall consider the matters concerning to teaching and research work in the Department. The function and duties of the council shall be as follows:

- i. Shall constitute an equivalence committee in the beginning of the academic year to consider the admission of the students of other institutions / Universities, who wish to take the admission in the second or higher years of the study of courses offered by the Departments. The members of the committee shall be as follows:
 - (a) The Head of the Department - Chairperson
 - (b) Two senior most teachers of the Department
 - (c) One nominee of the Dean of the Faculty
- ii. The recommendations of the equivalence committee shall be placed for the approval of the Dean and the Vice - Chancellor before such admissions.
- iii. Departmental Council shall recommend to the Board of Studies the courses and curriculum for its consideration.
- iv. Shall prepare and submit the recommendations to the Examination Committee, a panel of examiners for appointment as examiners by the University.
- v. Shall recommend the purchase of books and journals for the Central and Departmental Library.
- vi. Shall submit a list of names of experts for consideration of the Academic Council to prepare a panel of experts as provided in the Statutes.
- vii. Shall submit such proposal as it may deem fit for the development of teaching, opening of special papers, starting / strengthening the Research Laboratories and for creation of new teaching positions in the Department to the Academic Council.
- viii. The Departmental Council shall assign and arrange the resources and Faculty to execute as per UGC / NBA / NAAC following guidelines:

1. Defining the Departmental Program Educational Objectives (PEOs), their monitoring and redefining after every 4 years.
2. Defining the Departmental Program Outcomes (POs) and their monitoring and redefining at regular intervals.
3. Defining the Course Objectives at the beginning of a course, and their monitoring and redefining after every 4 years through Monitoring Committees.
4. Arranging Students Counseling regularly and allotment of Faculty counselors.
5. Arranging departmental level Invocation and Induction Courses for Students.
6. Arranging departmental level Induction Programs for New Faculty and Employees.
7. Arranging yearly academic and administrative reports.
- ix. Undertake necessary steps on recommendations of Departmental Research Committee set up as per UGC regulations related to PhD; other PG courses after B.Tech. / B.E. / and after M.Sc. / M.A.,
- x. Prepare syllabi for Ph.D. course work as per the guidelines provided by the regulations
- xi. Shall consider and recommend the posting of teachers in other Departments for teaching, to the Head of the Department.
- xii. Shall give its opinion / frame guidelines on ensuring quality education and all other academic and administrative matters not already covered above and other matters referred to it by the Vice - Chancellor / the Dean of the Faculty concerned.
- xiii. Shall appoint Departmental Internal Quality Audit Committee, and other Committees, and also the in-charges / coordinators to help the Head of the Department in implementing the decisions on all policy matters as provided above.

The decision of the Council will be by majority. In case of tie, the presiding officer shall have the casting vote.

Where the Head of the Department finds difficulty in implementing the decisions of the Departmental Council, he shall refer the matter to the Vice - Chancellor with reasons, and the decision of the Vice - Chancellor shall be final.

STATUTE - 41

The Planning and Development Board

1. The Planning and Development Board shall consist of the Vice - Chancellor and not more than four members to be nominated by the- Board of Management. The Vice - Chancellor shall be the Chairperson of the Board.
2. All the members of the Planning Board, other than the Vice - Chancellor, shall hold office for a term of three years.
3. The Planning and Development Board shall formulate and recommend appropriate plans for the development and expansion of the University, and in addition, it shall have the right to advise the Board of Management and the Academic Council on any matter which it may deem necessary for the fulfillment of the objectives of the University.
4. The board may constitute such committees as may be necessary for planning and monitoring the programmes of the University.
5. The Planning Board shall meet at such intervals as it deems fit to expedite the execution of the duly approved plans. However, it shall be necessary to meet at least twice in a year.
6. The recommendations of the Planning and Development board shall be presented in the Academic Council for necessary action.

STATUTE - 42**The Board of Affiliation**

1. The Board of Affiliation shall consist of the Vice-Chancellor and not more than five members to be nominated by the Board of Management. The Vice-Chancellor shall be the Chairperson of the Board.
2. A member of the Board of Affiliation other than the Vice-Chancellor shall hold office for a term of three years from the date on which he / she becomes a member of the Board.
3. Three members, exclusive of the Vice-Chancellor shall form a quorum for a meeting of the Board.
4. The procedure for considering proposals for affiliation shall be as per the provisions made under the act of MPPURC and as per UGC guidelines.

STATUTE - 43**Recognition Committee, Constitution and Functions**

The University shall constitute a Recognition Committee consisting of following members to consider and recognize the certificates, degrees and other academic distinctions awarded by other Universities.

1. Constitution

- i. The Vice-Chancellor shall be the Chairperson
- ii. All the Deans of the Faculties
- iii. All the Head of Departments
- iv. Two Professors of the Faculty of the University

2. Functions

The committee constituted to recognize other Universities shall consider the criterion as stated below:

- i. Normally, the University will recognize the Certificates, Diplomas, Degrees and Ph.D. awarded by other Universities which are being recognized by the UGC and are the members of the Association of the Universities. However, the requirement of recognition will not be applicable in case of the Degrees issued by the Institutes of the National Importance such as IITs, IIMs, NITs, IISC Bangalore etc.
- ii. In no case, any other University which does not satisfy above criterion shall be recognized including that of black listed Universities, by the UGC.
- iii. If any of the Universities does fall in one of the above categories and there is some doubt, the matter may be referred to the UGC. Such Universities shall not be recognized until and unless the UGC clearly states in writing the status of such doubtful Universities.

As far as the Foreign Universities are concerned, if not covered above, the guide lines issued by the UGC / Government of India shall be followed.

STATUTE - 44**Representation of Female Faculty in the Board of Management**

Board of Management may adopt one female Faculty member as representatives in the Management for a maximum period of three (3) years by rotation as per seniority who has served the University for period of 10 years or more.

STATUTE -45**Creation of Centers, Cells and Committees for Quality Education and Accreditation Processes**

The University, for imparting the Quality Education and Accreditation shall create the following Boards, Cells, Centers, Committees as per UGC/NAAC/NBA Guidelines

1. Training, Placement and Industrial Interactions Cell
2. Collaborations and MOUs Development Cell
3. Research and Innovations Development and Promotional Centre.
4. Information Technology and Knowledge Management Centre
5. Values and Ethics Development Cell
6. NSS and Community Services Centre
7. Internal Quality Assurance Cell (IQAC),
8. Environmental Consciousness and Green Audit Committee
9. University Academic and Administrative Yearly Audit Committee
10. University Academic Calendar Preparation and Monitoring Cell.
11. Publication Centre for Journal, Web and e-Contents, University magazine, Prospectus, Handbook, and Departmental wall magazines,
12. Equal Opportunity Cell
13. Gender Sensitization Cell
14. Health Centre
15. Daycare Centre
16. Women and Students Grievances Committee
17. Anti-Ragging Committee
18. Staff Welfare Committee
19. Entrepreneur Development Cell

STATUTE - 46**Creation of Chairs**

1. Establishment of the Professorial / Research Chairs for Creating Focused Seats / Institutions of Higher Learning
 - i. A Chair may be established by the Government, Public Sector Undertakings, Autonomous Organizations, Universities, Trusts, Societies, Memorial Committees or similar organizations or an individual or a group of individuals for the furtherance of the objectives of the University.
 - ii. The organizations or individual or group of individuals intending to establish the Chair may do so in the name of any person of eminence at the national and / or international level in the field of education, science, social sciences, arts, literature, religion, sports or any other field who has contributed to human progress and happiness.
 - iii. The establishment of the Chair and the name in which it is proposed to be established will require the approval of the Board of Management.
2. In furtherance of the objective of the establishment of a Chair, the University
 - i. Shall appoint a Professor in the appropriate discipline in the manner and terms and conditions laid in the M.O.U. approved while establishing the Chair.
 - ii. Provided further that the appointment of the professor occupying the Chair would be on the basis of a contract for a period to be specified at the time of appointment, but not exceeding three years in the first instance.
 - iii. May institute in the relevant areas of studies pertaining to the objectives of the establishment of the Chair, specified research fellowships, at the time of establishment of the Chair.
 - iv. May establish and / or augment laboratory and library facilities depending upon the requirements of research studies associated with the establishment of the Chair.
 - v. May also engage supporting staff essentially required for realizing the objectives of the establishment of the Chair.
 - vi. May also procure essential raw material and consumables in furtherance of the objectives of establishment of the Chair, provided that substantial funds are available for the purpose out of the interest earned from the donated amount, up to the limit specified in this statute. The staff so appointed shall help the University in other activities such as teaching and other duties, as applicable, as per the decision of the Vice-Chancellor.
 - vii. The establishment of the Chair shall require one time donation amounting to at least Rs. 2.0 crore or as decided by the Board of Management, by the donor, which can be supplemented subsequently at his / their discretion.
 - viii. The donation shall be deposited in the University Endowment Fund and the amount of interest earned annually shall be utilized to compensate the expenditure to be incurred to the extent possible as per provisions given in act 2007.

STATUTE - 47**Selection Committees for Non- Teaching Positions**

1. Each of the Selection Committee for appointment to the posts of various categories of staff, other than the academic staff, shall consist of the following members:
 - i. The Registrar - Chairman
 - ii. Nominee of Vice-Chancellor from among the Professor of the University
2. For the posts such as Deputy /Assistant Registrars, Librarian, Deputy / Assistant Librarian etc. or their equivalents, two outside experts may be nominated by the Vice-Chancellor.
3. The quorum for a meeting of a selection committee constituted under clause (b) shall be three.
4. The procedures to be followed by the selection committees constituted under this statute shall, in making recommendations, be such as laid down in the Regulations.
5. If the Board of Management is unable to accept a recommendation made by a selection committee, it shall record the reasons for such non-acceptance and submit the case to the Chancellor whose decision in the matter shall be final.

STATUTE -48**Procedure of Appointment**

1. The suitability of the persons for appointments shall be assessed by scrutiny committee & the Experts in Selection Committee, if any.
2. The committee shall regulate its own procedure and submit its recommendations to the Vice-Chancellor in a sealed envelope who will place it before the Board of Management.
3. Under the special mode of appointment, a person may be appointed on contract basis on terms and conditions to be specified by Board of Management in each case, or on regular basis or taken on deputation.
4. Subject to completion of the satisfactory service by the person, if taken on deputation in the University, the Vice-Chancellor, with the prior approval of the Board of Management may offer the person concerned regular appointment in the University.

STATUTE -49**Conditions of Service of Employees**

1. The University shall enter into a written contract of service with every employee of the University appointed on regular basis or otherwise and the terms and conditions of the contract shall not be in consistent with the provisions of this Act, the Statutes and the Ordinances.
2. A copy of the contract referred to in the Clause (1) shall be lodged with the University and a copy thereof shall also be furnished to the employee concerned.

STATUTE - 50**Terms and Conditions of Service and Code of Ethics for the Teachers and Other Academic Staff of the University**

1. All the employees of the University shall be governed by the service rules and the code of conduct and ethics as specified by the Statutes, Ordinances and the Regulations.
2. Each Teacher when joining the University Service has also to sign a Code of Conduct and Ethics specified in the Regulations which includes the UGC regulations for the Code of Conduct and ethics for the University Teachers.

STATUTE - 51**Tribunal Arbitration**

1. Any dispute arising out of a contract of employment referred to in Statute 49 and Regulations, between the University and the employee shall be referred to a Tribunal of Arbitration which shall consist of one member nominated by the Board of Management, one member nominated by the employee concerned and an umpire to be nominated by the Chancellor.
2. Every such reference shall be deemed to be a submission to arbitration on the terms of this section within the meaning of the Law of Arbitration as in force, and all the provisions of that Law shall apply accordingly.
3. The procedure for regulating the work of the Tribunal of Arbitration shall be such as may be prescribed in the Regulations of the University.
4. The decision of the Tribunal of Arbitration shall be final and binding on the parties, and no suit shall lie in any court in respect of any matter decided by the Tribunal.

STATUTE - 52**Naming of the Institutions, Buildings or Academic Blocks etc.**

1. The organizations or individual intending to name a laboratory, library, workshop or a computer centre etc. could propose the name of any person of eminence at the national and / or international levels in the field of education, science, social science, arts, literature, sports or any other field, who in the opinion of the Board of Management has contributed or may contribute to human progress and happiness.
2. The value of the benefactions made, shall however commensurate with the total worth of the Asset proposed to be named and shall not be below Rs. 2.0 crore, one time or as decided by the Board of Management.

STATUTE - 53**University Fund**

1. The University Fund shall be kept in several accounts as may be approved by the Board of Management. Some of them are as follows:
 - i. Sanjeev Agrawal Global Educational University Contributory Provident Fund
 - ii. Sanjeev Agrawal Global Educational University Local Fund Account
 - iii. Sanjeev Agrawal Global Educational University Student's Aid and welfare Fund Account
 - iv. Sanjeev Agrawal Global Educational University Capital Works Account
 - v. Sanjeev Agrawal Global Educational University Debt and Deposit Account
 - vi. Sanjeev Agrawal Global Educational University Teachers Welfare Fund Account
 - vii. Sanjeev Agrawal Global Educational University Gratuity Fund Account
 - viii. Sanjeev Agrawal Global Educational University Alumni Fund Account
 - ix. Sanjeev Agrawal Global Educational University Research and Development Account
2. The Vice-Chancellor shall nominate an officer and / or the CFAO who shall have authority to operate the account of the University Fund with the permission of Chancellor.
3. All necessary expenditure will be permitted by Chancellor and Pro Chancellor subject to provisions of the Act and the Statutes.
4. There shall be detailed running audit or otherwise of the accounts of the University by the auditors appointed by the Chancellor in accordance with the provisions of the Act.
5. The Board of Management shall take all steps to submit the Annual Accounts and balance sheet of the University, duly audited in the manner prescribed by the Act and the Statutes, to the Governing Body and other bodies as required, at least four weeks before the date fixed for the annual meeting of the Governing Body.
6. The Board of Management shall take all the steps to have the Annual Report without Annual Accounts as stated above in Section (e), of the University prepared under its directions as provided in the Act and the Statutes for submission to the required bodies at least four weeks before the date fixed for the annual meeting of the Governing Body.
7. After auditing, the accounts shall be printed in prescribed format. True copies of such accounts together with the copies of audit report shall be submitted by the Board of Management to the Governing Body.
8. Financial Estimates

The Board of Management shall prepare the financial estimates for the ensuing year at least eight weeks before the date fixed for the annual meeting of the Governing Body and shall as soon as possible send a copy of the financial estimates thus prepared to the address of each member of the Governing Body and the Chancellor.

STATUTE - 54**Employee Provident Fund (EPF)**

1. There shall be a EPF for the benefit of the permanent employees of the University. Also, there shall be a EPF Committee, whose composition is given hereinafter, for the purpose of advising the Governing Body in matters relating to investment, payments and all other matters in respect of EPF.
2. The management of the EPF shall vest in the Board of Management which may, from time to time, make regulations or issue such general or special directions as may be consistent with the Statutes as to (a) the conduct of business of the Fund and (b) any matter relating to the Fund or its management or the privileges of the depositors not herein expressly provided for, or vary or cancel any regulations made or directions given.
3. Every Full time employee of the University holding a permanent substantive appointment, shall be entitled and required to subscribe to the EPF.
4. Persons appointed on probation to substantive appointments will be entitled to subscribe to the EPF, but if their services are terminated due to disciplinary action before their confirmation or before the five years of continue service, then they shall not be entitled to receive any portion of the University contribution or the interest accruing thereon.
5. No employee of the University shall be entitled to the benefits of the EPF, whose services in the University entitle him to a pension or on whose account the University contributes to his pension or who has been appointed by the University on special terms.
6. Every employee of the University shall be entitled to the benefits of the EPF and shall be required to sign a written declaration in the prescribed form that he has read this Statute and agrees to abide by it, and shall submit the same for the registration in the University office with the name of the nominee, his / her photograph and ID proof to whom he / she wishes to pass on the balances at his / her credit in the event of his / her death.
7. All other benefits and regulations be applicable as in the service rules of the employees of the University and decided upon by the EPF Committee under the chairmanship of the Vice – Chancellor.

STATUTE - 55**Gratuity Fund**

1. The rules for the Payment of the Gratuity to the University employees shall be applicable as per the service rules of the employees of the University.
2. It shall be lawful for the Governing Body to recover the money from the Gratuity Fund of the person who has spent or misappropriated or authorized the expenditure of funds in excess of amounts provided in the budget or in violation of any provision of the Act, the Statutes or the Ordinances, to reimburse the amount so spent or misappropriated and the Governing Body may take all such steps as may be deemed necessary to effect the recovery thereof and steps so taken shall be without prejudice to any other action which may be taken under any other law, provided that the Governing Body shall, before requiring any person as aforesaid, give him a reasonable opportunity of making a representation.