

IN pursuance of the provisions of clause (3) of Article 348 of the Constitution of India, the Governor is pleased to order the publication of the following English translation of notification no. 1281/IV-2025-4095-2023, dated April 15, 2025:

No. 1281/IV-2025-4095-2023

Dated Lucknow, April 15, 2025

IN exercise of the powers under section 46 read with section 45 of the Bhatkhande Sanskriti Vishwavidyalaya Act, 2022 (U.P. Act no. 2 of 2022), the Governor is pleased to make the following First Statutes for the Bhatkhande Sanskriti Vishwavidyalaya.

The Bhatkhande Sanskriti Vishwavidyalaya First Statutes, 2025

CHAPTER I

	1.(1) These Statutes may be called the Bhatkhande Sanskriti Vishwavidyalaya First Statutes, 2025.	Short Title and Commencement
	(2) They shall be deemed to have come into force with effect from April 15, 2025.	
Section 45	2. (1) In these Statutes, unless the context otherwise requires, -	Definitions
	(a) 'Act' means the Bhatkhande Sanskriti Vishwavidyalaya Act, 2022 (Act no. 2 of 2022);	
	(b) "affiliation" together with its grammatical variations, includes, in relation to a college with, and admission of such college to the privileges of Bhatkhande Sanskriti University;	
	(c) 'clause' means a clause of the statute in which that expression occurs;	
	(d) "college" means any institution, whether known as such or by any other name which provides for a programme of study beyond 12 year of schooling for obtaining any qualification from the university and which in accordance with the rules and regulations of the university, is recognized by the university as competent to provide for such programme of study;	
	(e) "course" means one of the units which comprise a programme of study;	
	(f) "grant-in-aid college" means a 'college' receiving grants from the Government for payment of salary of its employees;	
	(g) "programme"/programme of study means a higher education programme pursued for a degree specified by the Commission under Section 22 (3) of the UGC Act;	
	(h) "Statutory /Regulatory body" means a body so constituted by a Central/State Government Act for setting and maintaining standards in the relevant areas of higher education;	
	(i) "student" means a person admitted to and pursuing a specified programme of study;	
	(j) 'Section' means a section of the Act;	
	(k) 'University' means the Bhatkhande Sanskriti Vishwavidyalaya.	
	(2) Words and expression used in the Act but not defined in these Statutes shall have the meaning assigned to them in the Act.	
Section 45	(3) In these Statutes, all references to the age of teachers, shall be construed to be references to the date of birth of the teachers concerned as mentioned in his High School Certificate or that of any other examination recognized as equivalent thereto.	

Officers and other functionaries of the University**CHAPTER II**

The Chancellor	Section 10 (4)	<p>3. (1) The Chancellor may, while considering any matter referred to him under Section 68, call for such document or information from the University or parties concerned, as he may deem necessary and may, in any other case, call for any documents or information from the University.</p> <p>(2) Where the Chancellor calls for any documents or information from the University under clause (1), it shall be the duty of the Registrar to ensure that such documents or information are promptly supplied to him.</p>
The Vice Chancellor	Section 12 & 45 (C)	<p>4. The Vice-Chancellor shall have power to call for such documents and information from an associated college in respects of any matter connected, with teaching, examination, research, finance or any matter affecting the discipline or efficiency of teaching in the college, as he thinks fit.</p>
The Registrar	Sections 14(3), 20(1) VII, 20(8) 45(C) & (e)	<p>5. (1) Subject to the provisions of the Act and the Statutes, the Registrar shall have disciplinary control over all employees of the University, other than the following namely -</p> <p>(a) Officers of the University;</p> <p>(b) teachers of the University, whether in relation to their work as teachers or while holding any remunerative officer or in any other capacity, such as examiner or invigilator;</p> <p>(c) the Librarian;</p> <p>(d) other employees referred to in Section 17;</p> <p>(e) Employees in the University in the Accounts and Audit Section.</p> <p>(2) The Power to take disciplinary action under clause (1) shall include the power to order dismissal, removal, reduction in rank, reversion termination or compulsory retirement of an employee referred to in the said clause, and shall also include the power to suspend such employee during pending inquiry, if any.</p> <p>(3) No order shall be made under clause (2) except after an inquiry in which the employee has been informed of the charges against him and given a reasonable opportunity of being heard in respect of those charges and where it is proposed after such inquiry, to impose on him any such penalty, until he has been given a reasonable opportunity of making representation on the penalty proposed, but only on the basis of the evidence adduced during such inquiry:-</p> <p>Provided that this clause shall not apply in the following cases, notwithstanding that the order is based on any charge (including a charge of misconduct or inefficiency), if such order does not disclose on its face that it was passed on such basis -</p> <p>(a) An order of reversion of an officiating promote to his substantive rank.</p> <p>(b) An order of termination of service of a temporary employee.</p> <p>(c) An order of compulsory retirement of an employee after he attains the age of fifty years.</p> <p>(d) An order of suspension.</p>

Sections 20 & 45 (4) An employee of the University aggrieved by an order referred to in statute 6 (1) may prefer an appeal (through the Registrar) to the Disciplinary Committee Constituted under Statute 20 (1) within fifteen days from the date of service of such order on him. The decision of the Committee on such appeal shall be final.

Section 14 (5) Subject to the provisions of the Act, it shall be the duty of the registrar: -

(a) to be the custodian of all properties of the University unless otherwise provided for by the Executive Council;

(b) to issue all notices convening meetings of the various authorities referred to in Section 14(4) with the approval of the competent authority concerned and to keep the minutes of all such meetings;

(c) to conduct the official correspondence of the Executive and the Academic Council;

(d) to exercise all such powers as may be necessary or expedient for carrying into effect the orders of the Chancellors, Vice-Chancellor or various authorities or bodies of the University of which he acts as Secretary;

(e) to represent the University in suit or proceedings by or against the University, sign powers of attorney and verify pleadings.

Section 9 (D) 6. (1) When the office of the Finance Officer is vacant or when the Finance officer is by reason of illness, absence or any other cause unable to perform the duties of his office, the duties of the office shall be performed by one of the Deans of the Faculties nominated by the Vice-Chancellor and if for any reason the same is not feasible, then by the Registrar or by such officer as may be nominated by the Vice-Chancellor.

The Finance Officer

Section 15 (7) (2) (a) shall exercise general supervision over the funds of the University;

(b) may advise in any financial matter either *Suo moto* or on his advice being sought;

(c) shall keep a constant watch on the state of the cash and bank balances, and on the state of investments;

(d) shall collect the income, disburse the payments and maintain the accounts of the University;

(e) shall ensure that the registers of building, land furniture's and equipment are maintained up-to-date and that stock checking of equipment and other consumable material is conducted regularly in the University;

(f) shall probe into any unauthorized expenditure and other financial irregularities and suggest the competent authority, disciplinary action against persons at fault;

(g) may call for any information or return form any department or unit of the University that he may consider necessary for the performance of his duties;

(h) shall arrange for the conduct of continuous internal audit of the accounts of the University and shall pre-audit such bills as may be required in accordance with any standing orders in that behalf;

(i) shall perform such other functions in respect of financial matters as may be assigned to him by the Executive Council or the Vice-Chancellor;

(j) shall, subject to the provisions of the Act and the Statutes, exercise disciplinary control in terms of clauses (2) and (3) of Statute 6 (1) over all the employees in the Audit and Accounts Section of the University below the rank of the Assistant Registrar (Accounts) and shall supervise the work of the Deputy/Assistant Registrar (Accounts) and the Accounts Officer.

	Sections 12 (9), 15 (7)	(3) If any difference of opinion arises between the Vice-Chancellor and the Finance Officer on any matter concerning the performance of the functions of the Finance Officer, the question shall be referred to the State Government whose decision shall be final and binding on both the officers.
Deans of Faculties	Sections 27 (3) & 45	7. (1) if a casual vacancy occurs in the office of the Dean of a Faculty, the senior most professor and if there is no Professor in the Faculty, the office of Dean shall be held by Associate Professors and if there are no Associate Professors, then by other teachers in that Faculty, in order of seniority. (2) no person shall continue to be Dean after he has ceased to hold the post by virtue of which he came to hold the office of Dean. (3) A teacher who on the date of commencement of these Statutes has and:- (a) held the office of Dean for a period of three years or more, shall be deemed to have had his turn and the teachers next eligible in order of seniority shall assume office as Dean with effect from the commencement of these Statutes; (b) Not completed three years as Dean shall continue to hold the office of Dean till the completion of the period of three years and on such completion the teacher next eligible in order of seniority shall assume office as Dean. (4) For the purpose of computing the period during which a teacher has held the office of Dean and:- (a) any period during which such teacher was office of Dean by an order of any Officer of the University or of any court, shall be excluded; (b) any period during which any teacher has, under an order of any officer of the University or of any court, been allowed to hold the office of Dean, it being ultimately found that he was not legally entitled to hold such office during that period, shall count towards his term of office of Dean when he next gets his turn.
	Section- 18	(5) The Dean of the Faculty shall have the following duties and powers: (i) He shall preside at all meeting of the Board of Faculty and shall see that the various decisions of the Board are implemented. (ii) He shall be responsible for bringing the financial and other needs of the faculty to the notice of the Vice-Chancellor. (iii) He shall take necessary measures for the proper custody assets of the departments comprised in the faculty. (iv) He shall have the right to be present and to speak at any meeting of the Boards of Studies pertaining to his faculty but shall have no right to vote thereat unless he is a member thereof.
The Dean of Students Welfare	Sections 18 (4)	8. (1) The Dean of Students' Welfare shall be appointed from amongst the teachers of the University, who possess teaching experience of not less than 10 years and who are not below the rank of a Associate Officer, by the Executive Council on the recommendation of the Vice-Chancellor.
	Sections 45	(2) The teacher who is appointed as Dean of Students' Welfare shall perform his duties as Dean in addition to his own duties as teacher.
	Sections 45	(3) The term of office of the Dean of Students' Welfare shall be three years unless terminated earlier by the Executive Council:
		Provided that the Dean of Students' Welfare holding office as such on the date immediately preceding the date of commencement of these statutes shall be deemed to have been appointed under Statute 8(1).

(4) The Dean of Students' Welfare shall be assisted by a set of teachers (to be selected in the manner laid down in the Statute), who shall perform their duties in addition to their normal duties of teacher. The teachers so selected shall be called Assistant Deans of Students' Welfare.

(5) One of the Assistant Deans of Students' Welfare shall be appointed from amongst the lady teachers of the University who shall look after the welfare of the girl students.

(6) It Shall be the duty of the Dean of Students' Welfare and the Assistant Deans of Students' Welfare to assist generally the students in matters requiring help and guidance and, in particular, to help and advice students and prospective students in and:-

- (a) obtaining admission to the University and its courses.
- (b) the choice of suitable courses and hobbies.
- (c) finding living accommodation.
- (d) making messing arrangements.
- (e) obtaining medical advice and assistance.
- (f) securing scholarship, stipends, part-time employments and other pecuniary assistance.
- (g) obtaining travel facilities for holidays and educational excursions.
- (h) securing facilities for further studies abroad and;
- (i) so conducting themselves in proper pursuit of academic studies as to maintain the traditions of the University.

(7) The Dean of Students' Welfare may communicate with the guardian of a student in respect of any matter requiring his assistance when necessary.

(8) The Dean of Students' Welfare shall exercise general control over the Superintendent or Assistant Superintendent of Physical Education, if any, and the University Medical Officer. He shall perform such other duties as may be assigned to him by the Executive Council or the Vice-Chancellor.

(9) The Vice-Chancellor may consult with the Dean of Students' Welfare before taking any action against a student on disciplinary grounds.

(10) The Dean of Student's Welfare may be paid such honorarium out of the funds of the University as the Vice-Chancellor may fix with prior approval of the State Government.

9. (1) The appointment of the Head of department shall be made by the Vice-Chancellor in pursuance to the principle of rotation to the possible extent. Such appointment shall be intimated to the Executive Council.

Head of
Department

(2) Notwithstanding anything contained in clause (1), if a senior teacher who under existent rotation is senior to those who have served as heads of the department or those junior teachers, who have been serving in the same capacity, could not be appointed on the post of the Head of department for some reason or other, it shall be upon the Vice-Chancellor that he appoints the senior teacher as Head of the department in the department concerned as and when the post of Head of the department falls vacant, provided that he is eligible to be appointed as such.

(3) The tenure of the Head of department shall be of three years' duration normally, a person shall not be appointed as the Head of the department for second consecutive term:

(4) Notwithstanding anything contained in clause (1) and (2), in the event of pendency in the appointment of the Head of the department or in case of absence due to leave. the Vice- Chancellor after assessing the situation prevalent, may direct a Professor or a Associate Professor of the department concerned, either to respond the duties of the Head of the department or to perform as the Head of the department, as the case may be purely on *ad hoc* basis.

Note: The principle of rotation shall be applicable in order of seniority. A teacher who has earlier served or has been serving as Head of the department, the teacher who is the next senior, shall be entitled to the post of the Head of the department.

(5) The Head of each department shall exclusively be the Professor of the department concerned. In case, there is only one Professor in a department or a Professor does not possess eligibility to be appointed as Head of the department, an Associated Professor may be appointed as Head of the department and in case, no Professor or Associate Professor in a department eligible to be appointed as Head of the department, the senior most teacher shall perform the duties of the Head of the department concerned.

(6) The Heads of the department who have completed their tenure of three years shall be replaced immediately and who have not yet completed their tenure of three years, shall be placed after they complete residue tenure.

The Librarian Section
29.1(e)

10. (1) The University may, with the prior approval of the State Government, appoint a whole time Librarian. The Librarian shall be appointed by the Executive Council on the recommendation of a Selection Committee, consisting of the following namely:-

(a) the Vice-Chancellor.

(b) two experts in Library Science to be nominated by the Chancellor.

(2) Until the Librarian appointed under clause (1) assumes charge of his office, the Executive Council may appoint an honorary Librarian from amongst the Professors of the University for such Terms as it thinks fit.

(3) The qualifications of the Librarian shall be such as may be provided for in the Statutes.

(4) The emoluments of the Librarian shall be such as may be approved by the State Government.

(5) It shall be the duty of the Librarian to maintain the Library of the University and to organize its service in the manner most conducive to the interest of teaching and research.

(6) The Librarian shall be under the disciplinary control of the Vice-Chancellor:

Provided that he shall have a right of appeal to the Executive Council against any order of the Vice-chancellor passed in the disciplinary proceedings against him.

Sections
17 & 45

11. (1) The Proctor shall be appointed from amongst the teachers of the University by the Executive Council on the recommendation of the Vice-Chancellor. The Proctor shall assist Vice-Chancellor in the exercise of his disciplinary authority in respect of students of the University and shall exercise such power and perform such duties in respect of discipline as may be assigned to him by the Vice-Chancellor in this behalf.

(2) The proctor shall be assisted by Assistant proctor whose number shall be fixed by the Executive Council from time to time.

(3) The Assistant Proctors shall be appointed by the Vice-Chancellor in consultation with the proctor.

(4) The Proctor and the Assistant Proctor shall hold office for one year and shall be eligible for re-appointment:

Provided that for so long as his successor is not appointed every Proctor or Assistant Proctor shall continue in office:

Provided further that the Executive Council may, on the recommendation of the Vice-Chancellor, remove the Proctor before the expiry of the said period:

Provided also that the Vice-chancellor may remove an assistant Proctor before the expiry of the said period.

(5) The Proctor and the Assistant Proctors may be paid such honorarium out of the funds of the University, as may be fixed by the Vice-Chancellor with prior approval of the State Government.

12. (1) There shall be a Proctor in the University, who shall be in-charge of the discipline in the University Campus.

(2) The appointment of the Proctor shall be on such terms as may be prescribed by the Executive Council from time to time in this behalf.

(3) Subject to the control of the Vice-Chancellor, the Proctor shall be responsible for maintenance of discipline among the students of the University in the premises of the University.

(4) All cases of breach of discipline on the part of any student or students shall be reported by the Proctor to the Vice-Chancellor for such action as may be deemed appropriate in the matter. He shall have powers to question any student as also to make enquiries from any one present in the University Campus so as to enable him to maintain discipline.

(5) The Proctor shall give all help to the University in organizing its functions as may be required of him from time to time.

(6) Whenever required by the Proctor, students shall produce forthwith his Identity Card before him. He shall also be in-charge of issue of Identity Cards to the students. He shall have powers to recommend fines to the Vice-Chancellor.

(7) The Proctor may advise the Vice-Chancellor on any matter connected, directly or indirectly, with the maintenance of the discipline in the University Campus.

(8) (a) Cases of breach of discipline occurring under the Jurisdiction of Hostel Wardens, Librarian and Class Teachers shall be reported directly to the Vice-Chancellor by the Officer concerned.

(b) The provisions of this Statute do not preclude the Librarian or Hostel Wardens or Class Teachers in maintaining discipline amongst students under their jurisdiction.

(9) The Proctor shall have powers to recommend to the Vice-Chancellor to fine any student who, in his opinion, has been found guilty of in disciplinary act.

The Proctor

Powers and
Functions of the
Proctor

CHAPTER III

The Executive Council	Sections 19	13. (1) The Deans of Faculties who shall be members of the Executive Council under section-19 shall be chosen in the order in which the names of various Faculties are enumerated in statue 16(1).
	Section 19	(2) Representation of members of the University under clause (i) of Section 19 shall be according to the Act.
	Section 45	(3) No person shall be or continue to be a member of the Executive Council in more than one capacity, and whenever a person so becomes a member of the Executive Council in more than one capacity, he shall within two weeks thereof choose the capacity in which he desires to be member of the Executive Council and shall vacate the other seat. Where he does not so choose, the seat held by him earlier in point of time shall be deemed to have been vacated with effect from the date of expiry of the aforesaid period of two weeks.
	Section-21	(4) The Executive Council may, be resolution passed by a majority of its total membership delegate such of its powers as it deems fit to an officer or authority of the University subject to such conditions as may be specified in the resolution.
	Section-20 & 45	(5) The meetings of the Executive Council shall be called under the directions of the Vice-Chancellor.
	Section 20 & 45	(6) The Executive Council shall obtain the opinion of the Finance Officer before considering any proposal involving financial implications
		(7) The member of the Executive Council shall be the officers of the University.

CHAPTER-IV

Academic Council	Sections 22	14. (1) Representation of members of the University under clause (iii) of Section 22 shall be according to the Act.
		(2) The Vice-Chancellor shall convene to the Registrar a meeting of the Academic Council at any time on his own initiative or on receipt of a requisition signed by not less than 5 members of the Academic Council.
		(3) Not less than 3 week's notice shall be given of the time and place of meeting.
		(4) 6 members inclusive of the Chairman shall form a quorum.
		(5) In absence of the Vice-Chancellor the meeting shall elect a member to preside at the meeting.
		(6) At all meetings of the Academic Council Chairman shall have a vote and the casting vote.
		(7) Notice of a motion or resolution to be moved at a meeting of the Academic Council must be in the hands of the Registrar not less than 14 days before the meeting.
		(8) Notice of an amendment to a motion or resolution, of which notice has been given must be in the hands of the Registrar at least 7 days before the meeting of the Academic Council at which the motion or resolution is to be moved.
		(9) Notwithstanding anything contained in paras 14 (3) and 14 (6) the Chairman may allow a motion of which the required time limit, has not been given to be moved or discussed when the motion is one to accept or to act. Upon any recommendation or report of any authority, Board, Council, Committee or Sub-Committee of the University or of a Committee or Sub-Committee of any such body and where it would have been impossible to

give the notice required by paras 6 and 7 of this chapter, provided that the Chairman is satisfied that for the purpose of carrying on the work of the University it is necessary to obtain an immediate decision upon the motion.

(10) The regulation relating to notice a business and discussion at meetings of the Executive Council Academic Council shall be applied so far as may be at meetings of the Academic Council.

(11) There shall be a meeting of the Academic Council every year to be called the annual meeting.

(12) The following procedure shall be followed in respect of propositions for the conferment of Honorary Degrees, viz:-

(a) Every proposition for the conferment of an honorary degree shall be referred for consideration to a committee consisting of the Vice-Chancellor, before it is included on the agenda paper of a meeting of the Academic Council.

(b) The committee shall consider if the person proposed.

(i) is distinguished for his learning/art; or

(ii) has rendered eminent services to the cause of education/art; or

(iii) has, by his munificence promoted the cause of education/art; or

(iv) has rendered outstanding public service in other ways, and is otherwise fit in all respects for the conferment of the degree.

If, after such consideration, it commends the proposition to the acceptance of the Academic Council its report shall be placed before Academic Council along with the proposition.

(c) If the committee is of opinion that it is advisable to drop all further proceedings relating to the proposition the opinion shall be communicated to member giving notice of the proposition and no further action shall be taken in the matter unless the confirms in writing his intention to move the proposition in which case the proposition shall be placed before the Academic Council along with the proceedings of the committee on the subject.

(d) All propositions for the conferment of the honorary degree shall be put to vote (i) without discussion and (ii) by ballot.

(e) No propositions for the conferment of an Honorary Degree shall be declared to have been passed by the Academic Council, unless a majority of not less than 2/3rd of the members present at the meeting vote in its favour.

CHAPTER-V

Sections
24, 25, 26
& 45

15. (1) Items of new expenditure not already included in the financial estimates, shall be referred to the Finance Committee:

The Finance
Committee

(i) In the case of non-recurring expenditure, if it involves an expenditure of ten thousand rupees or above; and

(ii) In the case of recurring expenditure if it involves an expenditure of three thousand rupees or above:

Provided that it shall not be permissible for any officer or authority of the University to treat an item which has been split into several parts falling under a budget head as several items of smaller amount and withhold it from the Finance Committee.

Section 24, 25, 26 & 45 (2) The Financial Committee shall, on or before such date as may be provided for in this behalf by the Statute consider all items of expenditure referred to it under Statute 15 (1), or Statute 15 (3), and shall make and communicate to the Executive Council as soon as may be, its recommendations thereon.

(3) If the Executive Council, at any time after the consideration of the annual financial estimates (i.e. the budget) proposes any revision thereof involving recurring or non-recurring expenditure of the amounts referred to in Statute 15(1), the Executive Council shall refer the proposal to the Finance Committee.

(4) The annual accounts and the financial estimates of the University prepared by the Finance Officer shall be laid before the Finance Committee for consideration and thereafter submitted to the Executive Council for approval.

(5) A member of the Finance Committee shall have the right to record a minute of dissent, if he does not agree with any decision of the Finance Committee.

(6) The meetings of the Finance Committee shall be convened under the directions of the Vice-Chancellor and all notices for convening such meetings shall be issued by the Finance Officer who shall keep the minutes of all such meetings.

CHAPTER VI

The Faculties/
Department of
Studies

Section
27 (1)

16. (1) The University shall have the following faculties namely:-

- (i) Music
- (ii) Dance
- (iii) Visual Arts
- (iv) Arts and Languages
- (v) Folk Music and Arts

(2) **Department of Studies**

Department of
Studies

(i) The following shall be the departments of Studies in the faculties as shown below against the names of the faculties:-

1. FACULTY OF MUSIC

- i. Department of Vocal Music (Hindustani)
- ii. Department of Instrumental Music
- iii. Department of Percussion Instruments.

2. FACULTY OF DANCE

- i. Department of Kathak Dance.
- ii. Department of Bharatnatyam Dance.
- iii. Department of Manipuri Dance.

3. FACULTY OF VISUAL ARTS

- i. Department of Painting.
- ii. Department of Sculpture.
- iii. Department of Graphics.
- iv. Department Applied Art.
- v. Department of History of Art and Aesthetics.
- vi. Department of Craft & Design.

4. FACULTY OF ARTS AND LANGUAGES

- i. Department of Hindi.
- ii. Department of English.
- iii. Department of Sanskrit.
- iv. Department of Ancient Indian History. Culture & Archaeology.
- v. Department of Lifelong Learning .
- vi. Department of Theatre.
- vii. Centre of Yoga.
- viii. Department of Philosophy.

5. FACULTY OF FOLK MUSIC AND ARTS

- i. Department of Folk Music.
- ii. Department of Folk Dance.

17. (1) Each Faculty shall consist of the following members: -

Constitution and
Functions of the
Faculties

- (i) Dean of the Faculty.
- (ii) All Head of the department of the studies in the faculty.
- (iii) All professor in the faculty.
- (iv) One Associate Professor and one Assistant Professor by rotation according to seniority from each department of study in the faculty.
- (v) Two Associate Professor from among the colleges any providing courses of the studies upto under graduation or equivalent course by rotation according to seniority.
- (vi) Three teacher from among the colleges any providing postgraduate courses by rotation according to seniority.
- (vii) One person from each department of Faculty not connected with the university and having expert knowledge of the subject and co-opted by the Faculty.
- (viii) Two external members elected by the Academic council for their special knowledge of any subject of the faculty.

(2) Subject to the provisions of the Act, the Faculty shall have following powers: -

1. Subject to the control of the Academic Council to organize curriculum and research work of the University in the subjects assigned to the Faculty.
2. To recommend to the Academic Council the courses of studies for the different examinations after consulting the departments of studies.
3. Subject to the control of the Academic Council to regulate the conditions for the award of degrees, diplomas and other distinctions.
4. To deal with any matter referred to it by the Academic Council or assigned by Ordinances and Regulations.

(3) One third of the total number of the faculty as provided in the above constitution shall constitute a quorum.

18. The Board of Studies will be constituted as follows-

Board of Studies

- a. The concerned Dean will be the Chairman of the Board of Studies.
- b. The Heads of the University Departments of the subjects for which the Board has been constituted.
- c. One Professor and one Associate Professor from the University Departments who teaches the said subjects, who will be nominated by the Vice-Chancellor in turn according to seniority.
- d. Not more than two Assistant Professors of the subjects who will be nominated by the Vice-Chancellor.
- e. One member to be co-opted by the Board, who shall be an external subject expert.
- f. The term of the Board of Studies shall be three years.
- g. A quorum can be made from 3 members, in which it is mandatory to have an external subject expert.

CHAPTER VII
(Section-76)

Standing
Committees

19. Subject to the provisions of the Act and the Statutes, any authority of the University may from time to time, appoint such and so many standing committees or sub-committees or boards as it may deem fit and may if it deems fit appoint to them. Persons who are not members of such authorities. Such committees or boards may deal with any subject delegated to them subject to subsequent confirmation by the authority appointing them.

Disciplinary
Committee

Section
45

20. (1) The Executive Council shall constitute for such time as it thinks fit a Disciplinary Committee in the University which shall consist of the Vice-Chancellor, or the Pro Vice-Chancellor nominated by him, and two persons nominated by it:

Provided that if the Executive Council considers it expedient, it may constitute more than one such Committee to consider different cases or classes of cases.

(2) No teacher against whom any case involving disciplinary action is pending shall serve as member of the Disciplinary Committee dealing with the case.

(3) The Executive Council may at any stage transfer any case from one Disciplinary Committee to another Disciplinary Committee.

Section
45

(4) (1) The functions of the Disciplinary Committee shall be as follows:

(a) to decide any appeal preferred by an employee of the University under Statute.

(b) to hold inquiry into cases involving disciplinary action against a teacher or the Librarian of the University.

(c) to recommend suspension of any employee referred to in sub-clause (b) above pending or in contemplation of inquiry against such employee.

(d) to exercise such other powers and perform such other functions as may, from time to time, be entrusted to it by the Executive Council.

(2) In case of difference of opinion among the members of the Committee, the decision of the majority shall prevail.

(3) The decision or the report of the Disciplinary Committee shall be laid before the Executive Council as early as possible, to enable the Executive Council to take its decision in the matter.

Departmental
Committees

Section
45

(4) There shall be a Departmental Committee in each Department of teaching in the University to assist the Head of the Department appointed under Statute 9(1).

Section
45

(5) The Departmental Committee shall consist of:

(i) The Head of the Department, who shall be the Chairman.

(ii) All Professors in the Department, and if there is no Professor, then all Associate Professors in the Department.

(iii) In a department which has no Professors as well as Associate Professor then two Assistant Professor by rotation according to seniority for a period of three years:

Provided that for any matter specifically, concerning any subject or specifically, the senior-most teacher of that subject or specialty if not already included in the foregoing heads, shall be specially invited for the matter.

(6) The following shall be the functions of the departmental committee:

(i) to make recommendations regarding distribution of teaching work among the teachers of the departments.

(ii) to make suggestions regarding co-ordination of the research and other activities in the Department.

(iii) to make recommendations regarding appointment of staff in the Department for which the Head of Department is the appointing authority.

(iv) to consider matters of general and academic interest to the department.

Section
45

(7) The Committee shall meet at least once in a quarter. The minutes of its meeting shall be submitted to the Vice-Chancellor.

Section
45

21. The Examination Committee may, on the recommendation of the person or persons or the sub-committee referred to in section- 29, debar an examinee from appearing in any future examination for a period of three years, if in the opinion of the Committee, such examinee was guilty of misbehavior or using of unfair means at any examination conducted by the University.

Examination
Committee

CHAPTER-VIII

Section
29 & 46

22. (1) In the Faculties of Arts and Language, Music, Dance, Visual Arts and Folk Music and Arts, there shall be following classes of teachers:

Classification of
Teachers

(1) Professor

(2) Associate Professor

(3) Assistant Professor

(2) Teachers of the University shall be appointed in the subjects on whole time basis in the scales of pay approved by the State Government:

Section
29 & 46

Persons working as Research fellows or as Research Assistants may be called upon to act as part-time teachers.

Section
29

(3) The Executive Council may on the recommendations of the Academic Council appoint.

(4) Professors of academic eminence and outstanding merit on special contract in accordance with the Statute/Ordinances in that behalf.

(5) Honorary Emeritus Professors who shall:

(a) deliver lectures on special subject;

(b) guide research;

(c) be entitled to be present in meetings of the Board of Faculty concerned and to take part in its discussions but will not have the right of vote;

(d) be provided with facilities for study and research in the libraries and laboratories of University as far as possible; and

(e) be entitled to attend all convocations:

Provided that a person shall not, merely by virtue of holding the post of a Professor in the Department as an Honorary Emeritus Professor be eligible to hold an office in the University or in any Authority or Body thereof.

(6) (a) Instructors or Teaching Research Assistants may be appointed by the Executive Council on such terms and conditions as may be provided for in the Statute/Ordinances.

Appointment of
Honorary
Professor and
Terms and
Conditions
therefore
Functions

23. An Honorary Professor or Associate Professor, appointed by the Executive Council for their scholarship and high intellectual attainments on the recommendations of the Academic Council shall have the following functions and privileges, viz :-

(A) FUNCTIONS -

1. To deliver a course of atleast 6 lectures in an Academic year on some topics of his subject either by way of new interpretation or by way of fresh orientation or on new trends in his subject.

2. To guide the students in their practical classes.

3. To guide the research workers in the capacity of recognised Professor and also to deliver a special course of lectures in his subject as a recognised Professor or Associate Professor.

Privileges

(B) PRIVILEGES -

i. An Honorary Professor shall be a member of the University Library but he shall in no way be connected with the University administration and shall have no representation on anybody of the University.

ii. He shall be provided with residential facilities available during the period of his visit to the University and shall be entitled to an honorium decided by the University from time to time.

iii. An Honorary Professor or Associate Professor shall be paid T.A. and D.A. in accordance with the rules prescribed by the state govt. from time to time.

CHAPTER – IX

PART-I

Minimum
Qualification of
teachers

24. Minimum qualifications for the posts of Senior Professors, Professors and Teachers, and other Academic Staff in University and Colleges and revision of pay scales and other Service Conditions pertaining to such posts.

Coverage

(1) Coverage

Minimum qualifications for appointment and other service conditions of University teachers and cadres of Librarians, for maintenance of standards in higher education and revision of pay-scales.

(2) For the purposes of direct recruitment to teaching posts in disciplines relating to University Teachers.

i. Provided that where no such norms and standards have been laid down by the statute, UGC Regulations herein shall be applicable till such time as any norms or standards are prescribed by the appropriate regulatory authority.

ii. Provided further that for appointment to the post of Assistant Professor and equivalent positions pertaining to disciplines in which the National Eligibility Test (NET), conducted by the University Grants Commission or State level Eligibility Test (SLET) or the State Eligibility Test (SET), conducted by bodies accredited by the UGC for the said purpose, qualifying in NET/SLET/SET shall be an additional requirement.

25. Pay Scales and Pay FixationPay Scales and
pay Fixation

(1) The date of implementation of the revision of pay shall be 1st January, 2016.

26. Recruitment and Qualifications.Recruitment and
Qualifications

(1) The direct recruitment to the posts of Assistant Professor, Associate Professor and Professor in the University and Senior Professor in the University, shall be on the basis of merit through an all-India advertisement, followed by selection by a duly-constituted Selection Committee as per the provisions made under this Statute.

(2) The minimum qualifications required for the post of Assistant Professor, Associate Professor, Professor, Senior Professor, Assistant Librarian, Deputy Librarian, Librarian, in this Statute.

(3) I. The National Eligibility Test (NET) or an accredited test (State Level Eligibility Test SLET/SET) shall remain the minimum eligibility for appointment of Assistant Professor and equivalent positions wherever provided in this Statute. Further, SLET/SET shall be valid as the minimum eligibility for direct recruitment:

Provided that candidates who have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation, 2009, or the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation, 2016, and their subsequent amendments from time to time, as the case may be, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or any equivalent position in the University:

Provided further that the award of degree to candidates registered for the M.Phil./Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree. All such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in the University subject to the fulfillment of the following conditions:

- a. The Ph. D. degree of the candidate has been awarded in regular mode only;
- b. The Ph. D. thesis has been awarded by at least two external examiners;
- c. An open Ph. D. viva voce of the candidate has been conducted;
- d. The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
- e. The candidate has presented at least two papers, based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ ICSSR/CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

II. The clearing of NET/SLET/SET shall not be required for candidates in such disciplines for which NET/SLET/SET has not been conducted.

(4) A minimum of 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed) at the Master's level shall be the essential qualification for direct recruitment of teachers and other equivalent cadres at any level.

I. A relaxation of 5% shall be allowed at the Bachelor's as well as at the Master's level for the candidates belonging to Scheduled Caste/Scheduled Tribe/Other Backward Classes (OBC)(Non-creamy Layer)/Differently-abled [(a) Blindness and low vision; (b) Deaf and Hard of Hearing; (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid-attack victims and muscular dystrophy; (d) Autism, intellectual disability, specific learning disability and mental illness; (e) Multiple disabilities from amongst persons under (a) to (d) including deaf-blindness] for the purpose of eligibility and assessing good academic record for direct recruitment. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based only on the qualifying marks without including any grace mark procedure.

(5) A relaxation of 5% shall be provided, (from 55% to 50% of the marks) to the Ph.D. Degree holders who have obtained their Master's Degree prior to 19 September, 1991.

(6) A relevant grade which is regarded as equivalent of 55%, wherever the grading system is followed by a recognized university, at the Master's level shall also be considered valid.

(7) The Ph.D. Degree shall be a mandatory qualification for appointment and promotion to the post of Professor.

(8) The Ph.D. Degree shall be a mandatory qualification for appointment and promotion to the post of Associate Professor.

(9) The Ph.D. Degree shall be a mandatory qualification for promotion to the post of Assistant Professor (Selection Grade/Academic Level 12) in the University.

(10) The Ph.D. Degree shall be a mandatory qualification for direct recruitment to the post of Assistant Professor in University with effect from 01.07.2021.

(11) The time taken by candidates to acquire M.Phil. and / or Ph.D. Degree shall not be considered as teaching/ research experience to be claimed for appointment to the teaching positions. Further the period of active service spent on pursuing Research Degree simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience for the purpose of direct recruitment/ promotion. Regular faculty members upto twenty per cent of the total faculty strength (excluding faculty on medical / maternity leave) shall be allowed by their respective institutions to take study leave for pursuing Ph.D. degree.

Qualifications

27. Qualifications:

No person shall be appointed to the post of University and College teacher, Librarian, in the university or its affiliated colleges recognised under clause (f) of Section 2 of the University Grants commission Act, 1956, if such person does not fulfil the requirements as to the qualifications for the appropriate post as provided in this Statute.

28. Direct RecruitmentDirect
Recruitment**(1) For the Disciplines of Arts, Humanities and Languages****I. Assistant Professor:****Eligibility (A or B) :**

A. (i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied subject from an Indian University, or an equivalent degree from an accredited foreign university.

(ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the UGC, like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET/SLET/SET :

Provided, the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in University/Colleges/Institutions subject to the fulfillment of the following conditions :-

- a. The Ph.D. degree of the candidate has been awarded in a regular mode;
- b. The Ph.D. thesis has been evaluated by at least two external examiners;
- c. An open Ph.D. viva voce of the candidate has been conducted;
- d. The Candidate has published two research papers from his/her Ph.D. work, out of which at least one is in a refereed journal;
- e. The candidate has presented at least two papers based on his/her Ph.D work in conferences/seminars sponsored/funded/ supported by the UGC / ICSSR/ CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

Note: NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

OR

B. The Ph. D. degree has been obtained from a foreign university/ institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) (ii) the Times Higher Education (THE) or (iii) the Academic Ranking of World University (ARWU) of the Shanghai Jiao Tong University (Shanghai).

Note: The Academic score as specified in Appendix II, shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview.

Associate
Professor**II. Associate Professor:****Eligibility:**

- i. A good academic record, with a Ph.D. Degree in the concerned/allied/relevant disciplines.
- ii. A Master's Degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- iii. A minimum of eight years of experience of teaching and / or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/industry with a minimum of seven publications in the peer-reviewed or UGC-listed journals and a total research score of Seventy five (75) as per the criteria given in Appendix II, Table 2.

Professor

III. Professor:**Eligibility (A or B) :**

A.i. An eminent scholar having a Ph.D. degree in the concerned/allied/relevant discipline, and published work of high quality, actively engaged in research with evidence of published work with, a minimum of 10 research publications in the peer-reviewed or UGC-listed journals and a total research score of 120 as per the criteria given in Appendix II.

ii. A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

B. An outstanding professional, having a Ph.D. degree in the relevant/allied/applied disciplines, from any academic institutions (not included in A above) / industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.

Senior Professor
in University**IV. Senior Professor in University**

Up to 10 percent of the existing sanctioned strength of Professors in the university may be appointed as Senior Professor in the University, through direct recruitment.

Eligibility

V. Eligibility:

i. An eminent scholar with good track record of high-quality research publications in Peer-reviewed or UGC-listed journals, significant research contribution to the discipline, and engaged in research supervision.

ii. A minimum of ten years of teaching/research experience as Professor or an equivalent grade in a University, College or an institute of national level.

iii. The selection shall be based on academic achievements, favourable review from three eminent subject experts who are not less than the rank of Senior Professor or a Professor of at least ten years experience.

iv. The selection shall be based on ten best publications in the Peer-reviewed or UGC -listed journals and award of Ph.D. degrees to at least two candidates under his/her supervision during the last 10 years and interaction with the Selection Committee constituted as per the UGC Regulations.

29. Music, Performing Arts, Visual Arts and Other Traditional Indian Art Forms like Sculpture, etc.

I. Assistant Professor: Eligibility (A or B): A.

Assistant
Professor:
Eligibility

i. Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.

ii. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be:

Provided further, candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in University/Colleges /Institutions subject to the fulfilment of the following conditions:

- a. Ph.D. degree has been awarded to the candidate in a regular mode;
- b. The Ph.D. thesis has been evaluated by at least two external examiners;
- c. An open Ph.D. viva voce of the candidate had been conducted;
- d. candidate has published two research papers from his/her Ph.D. work, out of which, at least one is in a refereed journal;
- e. The candidate has presented at least two research papers based on his/her Ph.D. work in conferences/seminars supported/ funded/sponsored by the UGC/AICTE/ICSSR or any other similar agency.

Note 1: The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affair) of the University concerned.

Note 2: The clearance of NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC (like SLET/SET).

OR

B. A traditional or a professional artist with highly commendable professional achievement in the subject concerned having a Bachelor's degree, who has:

- i. studied under a noted/reputed traditional Master(s)/ Artist(s);
- ii. Has been 'A' grade artist of AIR/Doordarshan;
- iii. Has the ability to explain, with logical reasoning the subject concerned; and
- iv. Has adequate knowledge to teach theory with illustrations in the discipline concerned.

Associate
Professor**II. Associate Professor: Eligibility (A or B):**

- A. i. Good academic record, with a doctoral degree.
 ii. Performing ability of a high professional standard.
 iii. Eight year's experience of teaching in a University or College and / or of research in a University/national level institution, equal to that of Assistant Professor in a University/College.
 iv. Has made a significant contribution to knowledge in the subject concerned, as evidenced by quality publications.

OR

B. A traditional or a professional artist with highly-commendable professional achievement having Master's degree in the subject concerned, who has:

- i. been 'A'-grade artist of AIR/Doordarshan;
 ii. eight years' experience of outstanding performing achievement in the field of specialisation;
 iii. experience in designing of new courses and /or curricula;
 iv. participated in National level Seminars/Conferences/Concerts in reputed institutions, and
 v. ability to explain, with logical reasoning, the subject concerned and adequate knowledge to teach theory with illustrations in the said discipline.

Professor
Eligibility**III. Professor: Eligibility (A or B):**

- A. i. An eminent scholar having a doctoral degree.
 ii. Have been actively engaged in research with at least ten years of experience in teaching in University/College and / or research at the University/National level institutions.
 iii. Minimum of 6 research publications in the peer-reviewed or UGC-listed journals.
 iv. Has a total research score of 120, as per Appendix II.

OR

B. A traditional or a professional artist, with highly-commendable professional achievement, in the subject concerned,

- i. Having Masters degree, in the relevant subject.
 ii. Has been 'A'-grade artist of AIR/Doordarshan.
 iii. Has Ten years of outstanding performing achievements in the field of specialization.
 iv. Has made significant contributions in the field of specializations and ability to guide research.
 v. Has participated in National/International Seminars/Conferences/Workshops/Concerts and/ or recipient of National/International Awards/Fellowships.
 vi. Has the ability to explain with logical reasoning the subject concerned, and
 vii. Has adequate knowledge to teach theory with illustrations in the said discipline.

Drama
Discipline
Assistant
Professor**30. Drama Discipline:****I. Assistant Professor Eligibility (A or B)**

A. (i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.

(ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR or a similar test accredited by the UGC, like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009, or 2016, and their amendments from time to time as the case may be:

Provided further, candidates registered for the Ph.D. programme, prior to July 11,2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institutions awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in University/Colleges/Institutions, subject to the fulfillment of the following conditions:-

- (a) The Ph.D. degree of the candidate has been awarded in the regular mode;
- (b) The Ph.D. thesis has been evaluated by at least two external examiners;
- (c) An open Ph.D. viva voce of the candidate has been conducted;
- (d) The candidate has published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal;
- (e) The candidate has presented at least two research papers based on his/her Ph.D. work in conferences/seminars supported/funded/ sponsored by the UGC/CSIR/ICSSR or any other similar agency.

Note: 1. The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

2. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which the NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

OR

B. A traditional or a professional artist with highly commendable professional achievement in the concerned subject, who has,-

- (i) been a professional artist with three years' Bachelor degree/Post Graduate Diploma, with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed), from the National School of Drama, or any other such Institution in India or abroad;
- (ii) five years of regular acclaimed performance at regional/ national/ international stage, supported by evidence; and
- (iii) the ability to explain, with logical reasoning, the subject concerned and adequate knowledge to teach theory with illustrations in the discipline concerned.

II. Associate Professor:

Eligibility (A or B) :

A. (i) A good academic record, having a Ph.D degree with performing ability of high professional standard as certified by an Expert Committee constituted by the University concerned for the said purpose.

(ii) Eight years experience of teaching in a University/College and/ or research in a University/national-level institutions equal to that of Assistant Professor in a University/College.

Associate
Professor

(iii) A significant contribution to knowledge in the subject concerned, as evidenced by the quality publications.

OR

B. A traditional or a professional artist, having highly commendable professional achievement in the subject concerned, has a Master's degree, who has:

- (i) Been recognised artist of Stage/ Radio/TV;
- (ii) Eight years of outstanding performance in the field of specialisation;
- (iii) Experience of designing new courses and /or curricula;
- (iv) Participated in Seminars/Conferences in reputed institutions; and
- (v) The ability to explain with logical reasoning the subject concerned and adequate knowledge to teach theory with illustrations in the said discipline.

Professor
Eligibility

III. Professor Eligibility (A or B):

A. An eminent scholar, having a doctoral degree, actively engaged in research with ten years of experience in teaching and /or research at a University/National-level institution, including experience of guiding research at the doctoral level, with outstanding performing achievement in the field of specialisation, with a minimum of 6 research publications in the peer-reviewed or UGC listed journals, and a total research score of 120, as per Appendix II, Table 2.

OR

B. A traditional and a professional artist, having highly commendable professional achievement in the subject concerned, who has,-

- (i) Master's degree, in the relevant subject;
- (ii) Ten years of outstanding performing achievements in the field of specialisation;
- (iii) Made significant contribution in the field of specialization;
- (iv) Guided research;
- (v) Participated in National/International Seminars/ Conferences/ Workshops and/or recipient of National/ International Awards/ Fellowships;
- (vi) Ability to explain with logical reasoning the subject concerned;
- (vii) Adequate knowledge to teach theory, with illustrations in the said discipline.

Yoga Discipline

Assistant
Professor

31. Yoga Discipline

I. ASSISTANT PROFESSOR: Eligibility (A or B) :

A. Good academic record, with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) at the Master's degree in Yoga or any other relevant subject, or an equivalent degree from an Indian/foreign University.

Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or a similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time.

OR

B. A Master's degree in any discipline with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) and a Ph.D. Degree in Yoga* in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.

***Note:** Considering the paucity of teachers in the newly-emerging field of Yoga, this alternative has been provided and shall be valid only for five years from the date of notification of this Statute.

II. ASSOCIATE PROFESSOR

Associate
Professor

(i) A good academic record, with a Ph.D. degree in the subject concerned or in a relevant discipline.

(ii) A Master's degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).

(iii) A minimum of eight years' experience of teaching and/or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institutions/Industry with evidence of published work and a minimum of 7 publications as books and / or research/policy papers in peer-reviewed or UGC listed journals and a total research score of at least Seventy five (75), as per the criteria given in Appendix II

III. PROFESSOR Eligibility (A or B) :

Professor
Eligibility

A. (i) An eminent scholar with Ph.D. degree in the subject concerned or in an allied/relevant subject and published work of high quality, actively engaged in research with evidence of published work, with a minimum of 10 publications as books and/ or research/policy papers in the peer-reviewed or UGC listed journals and a total research score of at least 120 as per the criteria given in Appendix II, Table 2.

(ii) A minimum of ten years of teaching experience in a University/College and / or experience in research at the university/National level institution/Industries, with evidence of having successfully guided doctoral candidate.

OR

B. An outstanding professional, with established reputation in the relevant field, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, to be substantiated by credentials.

32. MINIMUM QUALIFICATIONS FOR DIRECT RECRUITMENT TO THE POSTS OF UNIVERSITY ASSISTANT LIBRARIAN, UNIVERSITY DEPUTY LIBRARIAN AND UNIVERSITY LIBRARIAN

I. UNIVERSITY ASSISTANT LIBRARIAN

University
Assistant
Librarian

(i) A Master's Degree in Library Science, Information Science or Documentation Science or an equivalent professional degree, with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed)

(ii) A consistently good academic record, with knowledge of computerization of a library.

(iii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be:

Provided that the, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institution awarding the degree, and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges / Institutions subject to the fulfillment of the following conditions:-

(a) The Ph.D. degree of the candidate has been awarded in the regular mode

(b) The Ph.D. thesis has been evaluated by at least two external examiners;

(c) Open Ph.D. viva voce of the candidate has been conducted;

(d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;

(e) The candidate has presented at least two papers based on his/her Ph.D work in conferences/seminars sponsored /funded/supported by the UGC/ICSSR/CSIR or any similar agency.

Note: (i) The fulfillment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

(ii) NET/SLET/SET shall also not be required for candidates in such Master's Programmes for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

University
Deputy
Librarian

II. UNIVERSITY DEPUTY LIBRARIAN

(i) A Master's Degree in library science/information science/documentation science, with at least 55% marks or an equivalent grade in a point –scale, wherever grading system is followed.

(ii) Eight years experience as an Assistant University Librarian/College Librarian.

(iii) Evidence of innovative library services including integration of ICT in library.

(iv) A Ph.D. Degree in library science/ Information science / Documentation Science/Archives and manuscript keeping/ computerization of library.

University
Librarian

III. UNIVERSITY LIBRARIAN

(i) A Master's Degree in Library Science/Information Science/Documentation Science with at least 55% marks or an equivalent grade in a point -scale wherever the grading system is followed.

(ii) At least ten years as a Librarian at any level in University Library or ten years of teaching as Assistant/Associate Professor in Library Science or ten years' experience as a College Librarian.

(iii) Evidence of innovative library services, including the integration of ICT in a library.

(iv) A Ph.D. Degree in library science/information science/ documentation /archives and manuscript-keeping.

PART-II**SELECTION COMMITTEE AND SELECTION PROCEDURE****33. CONSTITUTION OF SELECTION COMMITTEES AND GUIDELINES ON SELECTION PROCEDURE:**Selection
Committee and
Selection
Procedure**(1) Selection Committee Composition****I. Assistant Professor in the University:**

(a) The Selection Committee for the post of Assistant Professor in the University shall consist of the following persons:-

(i) The Vice Chancellor shall be the Chairperson of the Committee.

(ii) An academician not below the rank of Professor to be nominated by the Chancellor

(iii) Three experts in the subject concerned nominated by the Vice Chancellor out of the panel of names approved by the Executive Council.

(iv) Dean of the Faculty concerned.

(v) Head of the Department concerned.

(vi) An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates from any of these categories is an applicant and if any of the above members of the selection committee does not belong to that category.

(b) Four members, including two outside subject experts, shall constitute the quorum.

II. Associate Professor in the University:

(a) The Selection Committee for the post of Associate Professor in the University shall have the following composition:-

(i) The Vice Chancellor shall be the Chairperson of the Committee.

(ii) An academician not below the rank of Professor to be nominated by the Chancellor.

(iii) Three experts in the subject/field concerned nominated by the Vice-Chancellor, out of the panel of names approved by the Executive Council.

(iv) Dean of the faculty concerned

(v) Head Department concerned.

(vi) An academician representing SC/ST/OBC/ Minority / Women/Differently-abled categories, if any of candidates belonging to any of these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee does not belong to that category.

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

III. Professor in the UniversityProfessor in the
University

(a) The Selection Committee for the post of Professor in the University shall consist of the following persons:-

(i) Vice-Chancellor shall be the Chairperson of the Committee.

(ii) An academician not below the rank of Professor to be nominated by the Chancellor.

(iii) Three experts in the subject/field concerned to be nominated by the Vice-Chancellor out of the panel of names approved by the Executive Council.

(iv) Dean of the faculty concerned.

(v) Head of the Department concerned.

(vi) An academician belonging to the SC/ST/OBC/ Minority / Women / Differently-abled categories, if any of the candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.

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

Senior Professor

IV. Senior Professor

a. The Selection Committee for the post of Senior Professor in the University shall consist of the following persons:

i. Vice Chancellor shall be the Chairperson of the Committee.

ii. An academician not below the rank of Senior Professor/Professor with minimum ten years experience who is the nominee of the Chancellor.

iii. Three experts not below the rank of a Senior Professor/Professor with a minimum of ten years' experience in the subject/field concerned nominated by the Vice-Chancellor out of the panel of names approved by the Executive Council.

iv. Dean (not below the rank of Senior Professor/Professor with minimum ten years experience) of the faculty concerned.

v. Head (not below the rank of Senior Professor/Professor with minimum ten years experience) or Senior-most Professor (not below the rank of Senior Professor/Professor, with a minimum of ten years' experience) of the Department concerned.

vi. An academician (not below the rank of a Senior Professor/Professor with minimum ten years experience) representing SC/ST/OBC/ Minority / Women / Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.

b. Four members, including two outside subject experts, shall constitute the quorum.

V. Selection Committees for the posts of Librarians, Deputy Librarians and Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor, respectively, except that in Library practicing, Librarian shall be associated with the Selection Committee as one of the subject experts.

VI. The "Screening-cum-Evaluation Committee" for CAS promotion of Assistant Professors/equivalent cadres in Librarians from one level to the other higher level shall consist of.

University teachers

A. For University teachers:

i. the Vice-Chancellor shall be the Chairperson of the Committee;

ii. The Dean of the Faculty concerned;

iii. The Head of the Department concerned; and

iv. One subject expert in the subject concerned nominated by the Vice-Chancellor from the University panel of experts.

B. For University Assistant Librarian:

- i. The Vice-Chancellor shall be the Chairperson of the Committee;
- ii. The Dean of the Faculty;
- iii. The Librarian, University Library; and
- iv. One expert who is a working Librarian nominated by the Vice-Chancellor from the University panel of experts.

University
Assistant
Librarian

Note: The quorum for these committees in all categories shall be three which will include one subject expert/university nominee.

(2) The Screening-cum-Evaluation Committee on verification/evaluation of grades secured by the candidate through the Assessment Criteria and Methodology Proforma designed by the university based on this Statute and as per the minimum requirement specified;

(a) In Appendix II, Table 1 for each of the cadre of Assistant Professor; and

(b) In Appendix II, Table 4 for each of the cadre of Librarian;

shall recommend to the Executive Council about the suitability for the promotion of the candidate (s) under CAS for implementation.

(3) The selection process shall be completed on the day/last day of the selection committee meeting, wherein the minutes are recorded and recommendation made on the basis of the performance of the interview are duly signed by all members of the selection committee.

(4) For all Selection Committees specified in these Regulations, Head of Department should be either in the same or higher rank/ position than the rank/position for which the interview is to be held.

34. SELECTION PROCEDURE:Selection
Procedure

I. The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on the weightage given to the performance of the candidate in different relevant parameters and his/her performance on a grading system proforma, based on Appendix II Table 1,2,3 and 4.

In order to make the system more credible, universities may assess the ability for teaching and / or research aptitude through a seminar or lecture in a classroom situation or discussion on the capacity to use the latest technology in teaching and research at the interview stage. These procedures can be followed for both the direct recruitment and the CAS promotions, wherever selection committees are prescribed in this Statute.

II. The universities shall adopt this Statute selection committees and selection procedure through their respective statutory bodies incorporating Appendix II Table 1,2,3 and 4 for University Departments. The universities may devise its own self-assessment-cum-performance appraisal forms for teachers in strict adherence to the Appendix II Table 1,2,3 and 4 specified in this Statute.

III. In all the Selection Committees of direct recruitment of teachers and other academic staff in the university provided herein, an academician belonging to the Scheduled Caste/Scheduled Tribe/OBC/Minority/Women/Differently-abled categories, if any of candidates belonging to these categories is the applicant and if any of the members of the selection committee does not belong to that category, shall be nominated by the Vice-Chancellor of the University. The academician, so nominated for this purpose, shall be one level above the cadre level of the applicant, and such nominee shall ensure that the norms of the State Government, in relation to the categories mentioned above, are strictly followed during the selection process.

IV. The process of selection of a Professor shall involve the inviting of the application developed by the University, based on the Assessment Criteria and Methodology guidelines set out in this Chapter in Appendix II Table 1 and 2 and reprints of all significant publications of the candidates:

Provided that the publications submitted by the candidate shall have been published during the qualifying period.

Provided further that such publications shall be made available to the subject experts for assessment before holding the interview. The evaluation of the publications by the experts shall be taken into consideration while finalizing the outcome of selection.

V. In the case of selection of faculty members who are from outside the academic field and are considered under Clause 4.1 (III.B), 4.2 (I.B, II.B, III.B), 4.3 (I.B, II.B, III.B) and 4.4 (III.B) of this Chapter, ensuring that only outstanding professionals who can contribute substantially to the university knowledge system are selected.

VI. In the selection process for the posts involving different nature of responsibilities in certain disciplines/areas, such as Music and Fine Arts, Visual Arts and Performing Arts, and Library, greater emphasis may be laid on the nature of deliverables indicated against each of the posts in this Chapter which need to be taken up by the University while developing the Proforma for both the direct recruitment and the CAS promotion.

VII. The Internal Quality Assurance Cell (IQAC) shall be established in all Universities as per the UGC/ National Assessment Accreditation Council (NAAC) guidelines with the Vice-Chancellor, as Chairperson. The IQAC shall act as the documentation and record-keeping Cell for the University, including assistance in the development of Assessment Criteria and Methodology Proforma based on this Chapter. The IQAC may also introduce, wherever feasible, the student feedback system as per the NAAC guidelines on institutional parameters without incorporating the component of the students' assessment of individual teachers in the Assessment Criteria and Methodology Proforma.

A. The Assessment of the performance of the University teachers for the CAS promotion is based on the following criteria:

i. **Teaching-Learning and Evaluation:** The commitment to teaching based on observable indicators such as being regular to class, punctuality to class, remedial teaching and clarifying doubts within and outside the class hours, counselling and mentoring, additional teaching to support the college/university as and when the need arises, etc. Examination and evaluation activities like performing of examination supervision duties, question-papers setting for university/college examinations, participation in the evaluation of examination answer scripts, conducting examinations for internal assessment as per the schedule to be announced by the university.

ii. **Personal Development Related to Teaching and Research Activities:** Attending orientation/refresher/methodology courses, development of e-contents and MOOC's, organising seminar/ conference/ workshop / presentation of papers and chairing of sessions/guiding and carrying out research projects and publishing the research output in national and international journals etc.

iii. **Administrative Support and Participation in Students' Co-curricular and Extra-curricular Activities.**

B. Assessment Process-

The following three-step process is recommended for carrying out assessment for promotion under the CAS at all levels:

- Step 1:** The university teachers shall submit to university an annual self-appraisal report in the prescribed Proforma to be designed based on **Tables 1 to 4 of Appendix II**. The report should be submitted at the end of every academic year, within the stipulated time. The teacher will provide documentary evidence for the claims made in the annual self-appraisal report, which is to be verified by the HOD. The submission should be through the Head of the Department (HOD).
- Step 2:** After completion of the required years of experience for promotion under CAS and fulfilment of other requirements indicated below, the teacher shall submit an application for promotion under CAS.
- Step 3:** A CAS Promotion shall be granted as mentioned in Clauses 6.4 of this Chapter.

(1) Assessment Criteria and Methodology:

Assessment
Criteria and
Methodology

(a) **Tables 1 to 3 of Appendix II** are applicable to the selection of Assistant Professors/ Associate Professors/ Professors/Senior Professor in University; and

(b) **Table 4 of Appendix II** is applicable to Assistant Librarians and Deputy Librarians for promotion under Career Advancement Scheme.

(2) The constitution of the Selection Committees and Selection Procedure as well as the Assessment Criteria and Methodology for the above cadres, either through direct recruitment or through Career Advancement Scheme, shall be in accordance with this Chapter.

(3) The criteria for promotions under Career Advancement Scheme laid down under this Chapter shall be effective as per UGC Regulations, 2018 published in UGC *Gazette* notification dated 18.07.2018. However, to avoid hardship to those faculty members who have already qualified or are likely to qualify shortly, a choice may be given to them, for being considered for , this option can be exercised only within three years from the date of notification of UGC Regulations, 2018 published in UGC *Gazette* notification dated 18.07.2018.

I. A teacher who wishes to be considered for promotion under the CAS may submit in writing to the university, within three months in advance of the due date, that he/she fulfils all the requirements under the CAS and submit to the university the Assessment Criteria and Methodology Proforma as evolved by the university supported by all credentials as per the Assessment Criteria and Methodology guidelines set out in this Ordinance. In order to avoid any delay in holding the Selection Committee meetings for various positions under the CAS, the University may initiate the process of screening/selection, and complete the process within six months from the receipt of application. Further, in order to avoid any hardship, the candidates who fulfill all other criteria mentioned in this Chapter, as on and till the date on which this Chapter is notified, can be considered for promotion from the date, on or after the date, on which they fulfill these eligibility conditions.

II. The Selection Committee specifications as contained in Clauses 4.1 to 4.4 shall be applicable to all direct recruitments of faculty positions and equivalent cadres and Career Advancement promotions from Assistant Professor to Associate Professor, from Associate Professor to Professor, Professor to Senior Professor (in University) and for equivalent cadres.

III. The CAS promotion from a lower stage to a higher stage of Assistant Professor shall be conducted through a "Screening-cum-Evaluation Committee", following the criteria laid down in **Table 1 of Appendix II**.

IV. The promotion under the CAS being a personal promotion to a teacher holding a substantive sanctioned post, on his/her superannuation, the said post shall revert back to its original cadre.

V. For the promotion under the CAS, the applicant teacher must be on the role and in active service of the University on the date of consideration by the Selection Committee.

VI. The candidate shall offer himself/herself for assessment for promotion, if he/she fulfils the minimum grading specified in the relevant Assessment Criteria and Methodology Tables, by submitting an application and the required Assessment Criteria and Methodology Proforma. He/she can do so three months before the due date. The university shall send a general circular twice a year, inviting applications for the CAS promotions from the eligible candidates.

(i) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion shall be from that of minimum period of eligibility.

(ii) If, however, the candidate finds that he/she would fulfil the CAS promotion criteria, as defined in **Tables 1, 2 and 4 of Appendix II** at a later date and applies on that date and is successful, his/her promotion shall be effected from that date of the candidate fulfilling the eligibility criteria.

(iii) The candidate who does not succeed in the first assessment, he/she shall have to be re-assessed only after one year. When such a candidate succeeds in the eventual assessment, his/her promotion shall be deemed to be one year from the date of rejection.

VII. Regarding the cases pending for promotions from one Academic Level/Grade Pay to another Academic Level/Grade Pay under the Career Advancement Scheme provided on the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its subsequent amendments, the teachers shall be given the option to be considered for the promotion from one Academic Level/Grade Pay to another Academic Level/Grade Pay as per the following:-

(a) The teachers shall be considered for promotion from one Academic Level/Grade Pay to another as per the CAS under this Chapter.

OR

(b) The faculty members shall be considered for the promotion from one Academic Level/Grade Pay to another as per the CAS provided based on the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in University and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments with relaxation in the requirements of Academic Performance Indicators (API) based Performance Based Appraisal System (PBAS) upto the date of notification of this Chapter.

TABLE-A

(Minimum API requirement for the promotion of teachers under CAS in university departments)

S.No.		Assistant Professor (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)	Assistant Professor (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-)	Assistant Professor (Stage3/ AGP Rs.8000/) to Associate Professor (Stage 4/AGP Rs.9000/-)	Associate Professor (Stage 4/ AGP Rs.9000/- to Professor (Stage 5/AGP Rs.10000/-)
1	Research and Academic contribution (Category III)	40/assessment period	100/ assessment period	90/assessment period	120/ assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection Committee

Table-B

(Minimum API requirement for the promotion of Library staff under CAS in Universities)

S.N		Assistant Librarian (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)	Assistant Librarian (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-)	Assistant Librarian (Selection Grade/ Deputy Librarian) (Stage 3/ AGP Rs.8000/-) to Deputy Librarian (Stage 4/AGP Rs.9000/-)	Deputy Librarian (Stage 4/AGP Rs.9000/-) to Deputy Librarian (Stage 5 AGP Rs10,000/-)
1	Research and Academic contribution (Category III)	40/ assessment period	100/ assessment period	90/assessment period	120 per assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection Committee

VIII. The requirement for Orientation course and Refresher course for promotions due under the CAS shall not be mandatory upto 31st December, 2018.

PART III

35. STAGES OF PROMOTION UNDER THE CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY-APPOINTED ASSISTANT PROFESSORS/ ASSOCIATE PROFESSORS/ PROFESSORS

A. The entry-level Assistant Professors (Level 10) shall be eligible for promotion under the Career Advancement Scheme (CAS) through two successive levels (Level 11 and Level 12), provided they are assessed to fulfill the eligibility and performance criteria as laid down in Clause 6.3 of this Chapter.

B. Career Advancement Scheme (CAS) for University teachers-

I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)

C. Eligibility:

(i) An Assistant Professor who has completed four years of service with a Ph.D. degree or five years of service with a M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech, M.V.Sc.and M.D., or six years of service in case of those without a Ph.D./M.Phil./ PG Degree in a Professional course and satisfies the following conditions;

(ii) Attended one Orientation course of 21 days duration on teaching methodology;

(iii) Any one of the following: Completed Refresher/ Research Methodology Course/ Workshop/ Syllabus Up-gradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programmes/ Faculty Development Programmes of at least one week (5 days) duration, or taken one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOC's course during the assessment period; and

(iv) Published one research publication in the peer-reviewed journals or UGC-listed journals during assessment period.

D. CAS Promotion Criteria:

A teacher shall be promoted if,-

(i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be (as provided in Appendix II, Table 1), and;

(ii) The promotion is recommended by the screening-*cum* evaluation committee.

II. Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)

Eligibility:

(i) Assistant Professors who has completed five years of service in Academic Level 11/Senior Scale;

(ii) A Ph.D. Degree in the subject relevant/allied/relevant discipline;

Promotion
Under CAS

Eligibility

CAS Promotion
Criteria

Eligibility

(iii) Has done any two of the following in the last five years of Academic Level 11/Senior Scale: Completed a course / programme from amongst the categories of Refresher Courses/Research Methodology/ Workshops/ Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes / Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), or, completed one MOOCs course in the relevant subject (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards the development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment;

(iv) Published three research papers in the peer-reviewed journals or UGC-listed journals during assessment period.

E. CAS Promotion Criteria:

CAS Promotion
Criteria

A teacher shall be promoted if;

(i) The teacher gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Appendix II, Table 1) and;

(ii) The promotion is recommended by the Screening-cum-evaluation committee.

III. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)

Eligibility Criteria:

Eligibility Criteria

(i) Assistant Professor who has completed three years of service in Academic Level 12/ Selection grade;

(ii) A Ph.D Degree in the subject concerned/allied/relevant discipline;

(iii) Any one of the following during last three years: completed one course / programme from amongst the categories of Refresher Courses/ Research Methodology Workshops/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment;

(iv) A minimum of seven publications in the peer-reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period;

(v) Evidence of having guided at least one Ph.D. candidate.

CAS Promotion
Criteria

F. CAS Promotion Criteria:

A teacher shall be promoted if;

(i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as specified in Appendix II, Table 1, and has a research score of at least 70 as per Appendix II, Table 2;

(ii) The promotion is recommended by a selection committee constituted in accordance with this Chapter.

IV. Associate Professor (Academic Level 13A) to Professor (Academic Level 14)

Eligibility:

(i) An Associate Professor who has completed three years of service in Academic Level 13 A;

(ii) A Ph.D degree in the subject concerned/allied/relevant discipline;

(iii) A minimum of ten research publications in the peer-reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period;

(iv) Evidence of having successfully guided doctoral candidate. A minimum of 110 Research Score as per Appendix II, Table 2.

CAS Promotion
Criteria

G. CAS Promotion Criteria:

A teacher shall be promoted if;

(i) He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Appendix II, Table 1, and at least 110 research score, as per Appendix II, Table 2.

(ii) The promotion is recommended by a selection committee constituted in accordance with this Chapter.

V. Professor (Academic Level 14) to Senior Professor (Academic Level 15)

A Professor can be promoted to the post of Senior Professor under the CAS. The promotion shall be based on academic achievement, favourable review from three eminent subject -experts who are not of the rank lower than the rank of a Senior Professor or a Professor having at least ten years' of experience. The selection shall be based on 10 best publications during the last 10 years and interaction with a Selection Committee constituted in accordance with this Chapter.

Eligibility:

(i) Ten years' experience as a Professor;

(ii) A minimum of ten publications in the peer-reviewed or UGC-listed journals and Ph.D. degree has been successfully awarded to two candidates under his/her supervision during the assessment period.

H. Career Advancement Scheme (CAS) for Librarians

Note:

(i) **The following provisions apply only to those persons who are not involved in the teaching of Library Science. Teachers in institutions where Library Science is a teaching department shall be covered by the provisions given under sections 6.4 (B), of this Chapter for Universities, respectively;**

(ii) **The Deputy Librarian in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14.**

I. From University Assistant Librarian (Academic level 10) to University Assistant Librarian (Senior Scale/Academic level 11):

Eligibility:

An Assistant Librarian who is in Academic Level 10 and has completed four years of service having a Ph.D. degree in Library Science/ Information Science/ Documentation Science or an equivalent degree or five years' of experience, having at least a M.Phil.degree, or six years of service for those without a M.Phil or a Ph.D. degree.

(i) He/she has attended at least one Orientation course of 21 days' duration; and

(ii) Training, Seminar or Workshop on automation and digitalisation, maintenance and related activities, of at least 5 days, as per **Appendix II, Table 4.**

I. CAS Promotion Criteria:CAS Promotion
Criteria

An Assistant Librarian may be promoted if:

(i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five out of the last four/five/six years of the assessment period as the case may be as specified in Appendix II, Table 4; and

(ii) The promotion is recommended by a screening-cum-evaluation committee.

II. From University Assistant Librarian (Senior Scale/Academic level 11) to University Assistant Librarian (Selection Grade/ Academic level 12)**Eligibility:**

1. He/she has completed five years of service in that grade.

2. He/she has done any two of the following in the last five years :-

(i) Training/Seminar/Workshop/Course on automation and digitalisation;

(ii) Maintenance and other activities as per Appendix II, Table 4 of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration);

(iii) Taken/developed one MOOCs course in the relevant subject (with e-certification); or

(iv) Library up-gradation course.

J. CAS Promotion Criteria:CAS Promotion
Criteria

An individual shall be promoted if:

(i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years of the assessment period, as specified in Appendix II, Table 4; and

(ii) The promotion is recommended by a screening-cum-evaluation committee.

III. From University Assistant Librarian (Selection Grade/Academic level 12) to University Deputy Librarian (Academic Level 13A):**Eligibility:**

1. He/she has completed three years of service in that grade.

2. He/she has done any one of the following in the last three years:-

(i) Training/Seminar/Workshop/Course on automation and digitalization;

(ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks' (ten days) duration;

(iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration);

(iv) Taken/developed one MOOCs course in the relevant subject (with e-certification); and

CAS Promotion
Criteria

(v) Library up-gradation course.

K. CAS Promotion Criteria:

An individual shall be promoted if:

(i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Appendix II, Table 4; and

(ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

IV. The criteria for CAS Promotions from University Deputy Librarian (Academic Level 13A) to University Deputy Librarian (Academic Level 14) shall be the following:

Eligibility:

(1) He/she has completed three years of service in that grade.

(2) He/she has done any one of the following in the last three years:-

(i) Training/Seminar/Workshop/Course on automation and digitalization;

(ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks' (ten days) duration;

(iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration;

(iv) Taken/developed one MOOCs course in the relevant subject (with e-certification); and

(v) Library up-gradation course.

(3) Evidence of innovative library services, including the integration of ICT in a library.

(4) A Ph.D. Degree in Library Science/Information Science/Documentation /archives and Manuscript-Keeping.

L. CAS Promotion Criteria:

An individual shall be promoted if:

(i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Appendix II, Table 4; and

(ii) The promotion is recommended by a Selection Committee constituted as per this Chapter on the basis of the interview performance.

(5) Discretionary award of advance increments for those who enter the profession as Associate Professor or Professor with higher merit, high number of research publications of high quality and experience at the appropriate level, shall be within the competence of the appropriate authority of the University concerned or recruiting institution based on the recommendations of a selection committee while considering the case of individual candidates in the context of the merits of each case, taking into account the pay structure of other teachers in the faculty and other merit-specific factors. Discretionary award of advance increments is not applicable to those entering the profession as Assistant Professor/Assistant Librarian and to those who are entitled for grant of advance increments for having acquired a Ph.D., M.Phil.. However, those entering the service as Assistant Professor/Assistant Librarian having a post-doctoral teaching/research experience, after obtaining a Ph.D. degree and proven credentials, may be eligible for discretionary award of advanced increments to be given to the person, as decided and recorded by the Selection Committee in the minutes of its meeting.

(6) Counting of Past Services for Direct Recruitment and Promotion under CAS.

CAS Promotion
Criteria

Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional organisations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR and DBT, should count for the direct recruitment and promotion under the CAS of a teacher as Assistant Professor, Associate Professor, Professor or any other nomenclature, provided that:

(a) The essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be.

(b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer) Associate Professor (Reader) and Professor.

(c) The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.

(d) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of the University/State Government/Central Government/ Institutions concerned, for such appointments.

(e) the previous appointment was not as guest lecturer for any duration.

(f) The previous *Ad-hoc* or Temporary or contractual service (by whatever nomenclature it may be called) shall be counted for direct recruitment and for promotion, provided that,-

(i) the essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be;

(ii) the incumbent was appointed on the recommendation of a duly constituted Selection Committee/Selection Committee constituted as per the rules of the respective university;

(iii) the incumbent was drawing total gross emoluments not less than the monthly gross salary of a regularly appointed Assistant Professor, Associate Professor and Professor, as the case may be; and

(g) No distinctions shall be made with reference to the nature of management of the institution where previous service was rendered (private/local body/Government), while counting the past service under this clause.

36. (1) Period of Probation and Confirmation

Period of
Probation and
Confirmation

(a) The minimum period of probation of a teacher shall be one year, extendable by a maximum period of one more year in case of unsatisfactory performance.

(b) The teacher on probation shall be confirmed at the end of one year, unless extended by another year through a specific order, before expiry of the first year.

(c) Subject to Clause 11 of this Chapter, it is obligatory on the part of the university/the concerned institution to issue an order of confirmation to the incumbents within 45 days of completion of the probation period after following the due process of verification of satisfactory performance.

(d) The probation and confirmation rules shall be applicable only at the initial stage of recruitment, issued from time to time, by the University.

(e) All other State Government rules on probation and confirmation shall be applicable *mutatis mutandis*.

(2) Creation and Filling-up of teaching Posts-

(a) Teaching posts in university, as far as feasible, may be created in a pyramidal order, for instance, for one post of Professor, there shall be two posts of Associate Professors and four posts of Assistant Professor, per department.

(b) All the sanctioned/approved posts in the university system shall be filled up on an urgent basis.

Appointments
on Contract
Basis

37. Appointments on Contract Basis

The teachers should be appointed on contract basis only when it is absolutely necessary and when the student-teacher ratio does not satisfy the laid-down norms. In any case, the number of such appointments should not exceed 10% of the total number of faculty positions in a College/University. The qualifications and selection procedure for appointing them should be the same as those applicable to a regularly-appointed teacher. The fixed emoluments paid to such contract teachers should not be less than the monthly gross salary of a regularly-appointed Assistant Professor. Such appointments should not be made initially for more than one academic session, and the performance of any such entrant teacher should be reviewed for academic performance before reappointing him/her on contract basis for another session. Such appointments on contract basis may also be resorted to when absolutely necessary to fill vacancies arising due to maternity leave, child-care leave, etc.

PART IV**38. SELECTION OF VICE - CHANCELLOR OF THE UNIVERSITY**

Selection of
Vice-Chancellor

(i) A person possessing the highest level of competence, integrity, morals and institutional commitment is to be appointed as Vice-Chancellor. The person to be appointed as a Vice-Chancellor should be a distinguished academician, with a minimum of ten years' of experience as Professor in a University or ten years' of experience in a reputed research and / or academic administrative organisation with proof of having demonstrated academic leadership;

(ii) The selection for the post of Vice-Chancellor should be through proper identification by a Panel of 3-5 persons by a Search-cum-Selection-Committee, through a public notification or nomination or a talent search process or a combination thereof. The members of such Search-cum-Selection Committee shall be persons' of eminence in the sphere of higher education and shall not be connected in any manner with the University concerned or its colleges. While preparing the panel, the Search cum-Selection Committee shall give proper weightage to the academic excellence, exposure to the higher education system in the country and abroad, and adequate experience in academic and administrative governance, to be given in writing along with the panel to be submitted to the Chancellor. One member of the Search cum-Selection Committee shall be nominated by the Chairman, University Grants Commission, for selection of Vice Chancellor;

(iii) The Chancellor shall appoint the Vice Chancellor out of the Panel of names recommended by the Search-cum-Selection Committee;

(iv) The term of office of the Vice-Chancellor shall form part of the service period of the incumbent making him/her eligible for all service related benefits.

PART V

Teaching Days

39. Teaching Days

(1) The Universities must have at least 180 teaching, *i.e.*, there should be a minimum of 30 weeks of actual teaching in a 6-day week. Of the remaining period, 12 weeks may be devoted to admission and examination activities, and non-instructional days for co-curricular, sports, college day, *etc.*, 8 weeks for vacations and 2 weeks may be attributed to various public holidays. If the University adopts a 5 day week pattern, then the number of weeks should be increased correspondingly to ensure the equivalent of 30 weeks of actual teaching, with a 6-day week.

The above provision is summarised as follows:-

Categorisation	Number of weeks : 6-days a week pattern		Number of weeks : 5-days a week pattern	
	University	College	University	College
Teaching and Learning Process	30 (180 days) weeks	30 (180 days)weeks	36 (180 days) weeks	36 (180 days) weeks
Admissions, Examinations, and preparation for Examination	12	10	8	8
Vacations	8	10	6	6
Public Holidays (to increase and adjust teaching days accordingly)	2	2	2	2
Total	52	52	52	52

(2) In-lieu of the curtailment of vacation by 2 weeks, the university teachers may be credited with 1/3rd of the period of their earned leave. However, colleges may have an option of a total vacation of 10 weeks in a year and no earned leave except when required to work during the vacations for which, as in the case of University teachers, 1/3rd of the period shall be credited as Earned Leave.

40. (1) Workload

Workload

(a) The workload of the teachers in full employment should not be less than Forty hours a week for Thirty working weeks (One Hundred and Eighty teaching days) in an academic year. It should be necessary for the teacher to be available for at least Five hours daily in the University. Teachers shall devote at least Two hours per day for mentoring of students (minimum Fifteen students per coordinator) for Community Development/Extra-Curricular Activities/library consultation/research in case of Under-Graduate Courses and/or at least Two hours per day for research in case of Post-Graduate courses, for which the necessary space and infrastructure shall be

provided by the University. The direct teaching-learning work load should be as follows:-

Assistant Professor	-	16 hours per week
Associate Professor/Professor	-	14 hours per week

(b) Professors/ Associate Professors/ Assistant Professors involved in administration/ extension work can devote two hours per week from the teaching and learning hours.

(2) Service Agreement and Fixing of Seniority

(a) At the time of recruitment in University, a service agreement should be executed between the University and the teacher concerned and a copy thereof shall be deposited with the Registrar. Such service agreement shall be duly stamped as per the Government rates applicable.

(b) The self-appraisal methodology, as per Clause 6.0 and its sub-clauses and Clauses 6.1 to 6.4 and all the sub-clauses contained therein and as per **Tables 1 to 4 of Appendix II**, as per eligibility, shall form part of the service agreement.

(3) Inter-se seniority between the direct recruited and teachers promoted under CAS,-

The inter-se seniority of a direct recruit shall be determined with reference to the date of joining and for the teachers promoted under the CAS with reference to the date of eligibility as indicated in the recommendations of the selection committee of the respective candidates. The rules and regulations of the respective Central/State Government shall apply, for all other matters of seniority.

PART VI

Code of Professional Ethics

Code of
Professional
Ethics

41. Teachers and their Responsibilities:

Whoever adopts teaching as a profession assumes the obligation to conduct himself / herself in accordance with the ideal of the profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teacher should be calm, patient and communicative by temperament and amiable in disposition.

Teacher should:

- (i) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (ii) Manage their private affairs in a manner consistent with the dignity of the profession;
- (iii) Seek to make professional growth continuous through study and research;
- (iv) Express free and frank opinion by participation at professional meetings, seminars, conferences *etc.*, towards the contribution of knowledge;
- (v) Maintain active membership of professional organisations and strive to improve education and profession through them;
- (vi) Perform their duties in the form of teaching, tutorials, practicals, seminars and research work, conscientiously and with dedication;

(vii) Discourage and not indulge in plagiarism and other non ethicalbehaviour in teaching and research;

(viii) Abide by the Act, Statute and Ordinance of the University and to respect its ideals, vision, mission, cultural practices and tradition;

(ix) Co-operate and assist in carrying out the functions relating to the educational responsibilities of the college and the university, such as: assisting in appraising applications for admission, advising and counselling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation; and

(x) Participate in extension, co-curricular and extra-curricular activities, including the community service.

II. Teachers and Students

Teachers and
Students

Teachers should:

(i) Respect the rights and dignity of the student in expressing his/her opinion;

(ii) Deal justly and impartially with students regardless of their religion, caste, gender, political, economic, social and physical characteristics;

(iii) Recognise the difference in aptitude and capabilities among students and strive to meet their individual needs;

(iv) Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;

(v) Inculcate among students scientific temper, spirit of inquiry and ideals of democracy, patriotism, social justice, environmental protection and peace;

(vi) treat the students with dignity and not behave in a vindictive manner towards any of them for any reason;

(vii) Pay attention to only the attainment of the student in the assessment of merit;

(viii) Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward;

(ix) Aid students to develop an understanding of our national heritage and national goals; and

(x) Refrain from inciting students against other students, colleagues or administration.

III. Teachers and Colleagues Teachers should:

Teachers and
Colleagues
Teachers should

(i) Treat other members of the profession in the same manner as they themselves wish to be treated;

(ii) Speak respectfully of other teachers and render assistance for professional betterment;

(iii) Refrain from making unsubstantiated allegations against colleagues to higher authorities; and

(iv) Refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavour.

Teachers and
Authorities

IV. Teachers and Authorities:

Teachers should:

(i) Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and / or professional organisations for change of any such rule detrimental to the professional interest;

(ii) Refrain from undertaking any other employment and commitment, including private tuitions and coaching classes which are likely to interfere with their professional responsibilities;

(iii) Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand;

(iv) Co-operate through their organisations in the formulation of policies of the other institutions and accept offices;

(v) Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with the dignity of the profession;

(vi) Adhere to the terms of contract;

(vii) Give and expect due notice before a change of position takes place; and

(viii) Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view their particular responsibility for completion of academic schedule.

Teachers and
Non-
Teaching Staff

V. Teachers and Non-Teaching Staff:

Teachers should:

(i) Treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution;

(ii) Help in the functioning of joint-staff councils covering both the teachers and the non-teaching staff.

Teachers and
Guardians

VI. Teachers and Guardians:

Teachers should:

Try to see through teachers' bodies and organisations, that institutions maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.

Teachers and
Society

VII. Teachers and Society:

Teachers should:

(i) Recognize that education is a public service and strive to keep the public informed of the educational programmes which are being provided;

(ii) Work to improve education in the community and strengthen the community's moral and intellectual life ;

(iii) Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole;

(iv) Perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices;

(v) Refrain from taking part in or subscribing to or assisting in any way activities, which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for national integration.

VIII . The Vice-Chancellor:The Vice-
Chancellor**The Vice-Chancellor should:**

- (i) Provide inspirational and motivational value-based academic and executive leadership to the university through policy formation, operational management, optimization of human resources and concern for environment and sustainability;
- (ii) Conduct himself/herself with transparency, fairness, honesty, highest degree of ethics and decision making that is in the best interest of the university;
- (iii) Act as steward of the university's assets in managing the resources responsibly, optimally, effectively and efficiently for providing a conducive working and learning environment;
- (iv) Promote the collaborative, shared and consultative work culture in the university, paving way for innovative thinking and ideas;
- (v) Endeavour to promote a work culture and ethics that brings about quality, professionalism, satisfaction and service to the nation and society;
- (vi) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

IX. Librarian should:

Librarian

- (a) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (b) Manage their private affairs in a manner consistent with the dignity of the profession;
- (c) Discourage and not indulge in plagiarism and other non ethical behaviour in teaching and research;
- (d) Participate in extension, co-curricular and extra-curricular activities, including the community service;
- (e) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

42. Maintenance of Standards in Higher-Education Institutions:

In order to maintain the academic standards in higher education, the following recommendations shall be adopted by the respective Universities/Colleges/Institutions:

- (i) The process of evaluation for Ph.D shall be uniform in all the universities in accordance with the respective UGC Regulations and their amendments from time to time, in this regard. The Universities shall adopt these Regulations within six months of their notification;
- (ii) There shall be special provision of supernumerary Ph.D seats not exceeding 10% of the total seats available in the department, if there is no vacant seat available with the eligible Supervisors in that department, to the in-service teachers for encouraging the faculty members of colleges and universities for getting a Ph.D. degree;
- (iii) In order to encourage research and increase country's research output, Universities shall accord permission and provide need-based facility for college teachers to supervise Ph.D./M.Phil. scholars. Universities shall amend their Statutes and Ordinances accordingly;
- (iv) All newly-recruited faculty members shall be provided one-time seed money/start up grant/research grant for establishing a basic research/computational facility as per the provisions laid down in these regulations.

(v) The Ph.D. degree shall be made a mandatory requirement for recruitment and promotions in accordance with the provisions laid down in these Regulations.

(vi) Research clusters shall be created amongst the universities/colleges/research institutions within the State for sharing research facilities, human resources, skills and infrastructure to ensure optimal utilisation of resources and to create synergies among higher education institutions.

(vii) An induction programme of one month shall be introduced for all newly-recruited Assistant Professors in the universities /colleges/institutions ideally before the starting of their teaching work, but definitely within one year of the recruitment of the new faculty member. In addition to the Human Resource Development Centres of the UGC, Universities/Institutions with the Pandit Madan Mohan Malviya National Mission on Teachers and Teaching (PMMMNTT) scheme shall also organize such induction programmes as per their mandate.

(viii) These induction programmes shall be treated at par with the Orientation Programmes already being run by the Human Resource Development Centres of the UGC for the purpose of the CAS requirements. University shall send the faculty members to such programmes in a phased manner so that the teaching work does not suffer.

All short-term and long-duration capacity-building programmes for teachers/faculty ranging from one week to one month as well as seminars, workshops in different pedagogic and discipline-specific areas being conducted by centres such as Schools of Education (SoEs), Teaching Learning Centres (TLCs), Faculty Development Centres (FDCs), Centres for Academic Leadership and Education Management (CALEMs) under the PMMMNTT scheme shall be taken into consideration for fulfilment of the requirements as laid down in Career Advancement Scheme of these Regulations.

Other Terms and
Conditions

PART VII

43. Other Terms and Conditions

(1) Incentives for Ph.D./M.Phil. and other Higher Qualification

(i) Five non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to persons possessing the degrees of Ph.D. awarded in a relevant discipline by the University following the process of admission, registration, course work and external evaluation as prescribed by the UGC.

(ii) M.Phil degree holders at the time of recruitment to the post of Assistant Professor shall be entitled to two non-compounded advance increments.

(iii) a. Teachers who complete their Ph.D. degree while in service shall be entitled to three non-compounded increments fixed at increment applicable at entry level only if such Ph.D. is in a relevant discipline of the discipline of employment and has been awarded by a University complying with the process prescribed by the UGC for enrolment, course work, evaluation, *etc.*

b. However, teachers in service who have already been awarded Ph.D. by the time of coming into force of these Regulations or having been enrolled for Ph.D. have already undergone course-work as well as evaluation, if any, and only Notification in regard to the award of Ph.D. is awarded, shall also be entitled to the award of three non-compounded increments fixed at increment applicable at entry level only, even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.

(iv) In respect of every other case, a teacher who is already enrolled for Ph.D. shall avail the benefit of three non-compounded increments fixed at increment applicable at entry level only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either course-work or evaluation or both, as the case may be.

(v) Teachers in service who have not yet enrolled for Ph.D. shall therefore, derive the benefit of three non-compounded increments fixed at increment applicable at entry level only on award of Ph.D. , while in service only if such enrolment is with a university which complies with the entire process including that of enrolment as prescribed by the UGC.

(vi) Teachers who acquire M.Phil. Degree, while in service, shall be entitled to one advance increment fixed at increment applicable at entry level only.

(vii) Five non-compounded advance increments shall be admissible to Assistant Librarian / who are recruited at entry level with Ph.D. degree in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation process for the award of Ph.D. in Library Science.

(viii) (a) Assistant Librarian acquiring the degree of Ph.D. at any time while in service, in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation shall be entitled to three non-compounded advance increments fixed at increment applicable at entry level only.

(b) However, persons in posts of Assistant Librarian on higher positions who have already been awarded Ph.D. in library science at the time of coming into force of these Regulations or having already undergone course-work as well as evaluation, if any, and only Notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of three non-compounded increments fixed at increment applicable at entry level only.

(ix) In respect of every other case of persons in the post of Assistant Librarian or higher positions who are already enrolled for Ph.D. shall avail the benefit three non-compounded increments fixed at increment applicable at entry level only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either course-work or evaluation or both as the case may be.

(x) Assistant Librarian and others in higher library positions in service who have not yet enrolled for Ph.D. shall therefore, derive the benefit of three non-compounded increments fixed at increment applicable at entry level only on award of Ph.D. while in service only if such enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.

(xi) Two non-compounded advance increments shall be admissible for Assistant Librarian with M.Phil. degree in Library Science at the entry level. Assistant Librarian and those in higher positions acquiring M.Phil degree in library science at any time during the course of their service shall be entitled to one advance increment fixed at increment applicable at entry level only.

(xii) Notwithstanding anything in the forgoing clauses, those who have already availed the benefit of advance increments for possessing Ph.D./M.Phil at the entry level or in service once either under this regulation or under the earlier schemes/regulations shall not be entitled to the benefit of advance increments under this Chapter.

(xiii) Teachers, library who have already availed the benefits of increments as per the then existing policy for acquiring Ph.D./M.Phil. while in service shall not be entitled to advance increments under these regulations this Chapter.

(xiv) For posts at the entry level where no such advance increments were admissible for possessing Ph.D./M.Phil. under the earlier schemes/regulations, the benefit of advance of increments for possessing Ph.D./M.Phil shall be available to only those appointments which have been made on or after the coming into force of this Chapter.

Promotion,
Allowance and
Benefits

PART VIII

44. Promotion

When an individual gets a promotion, his new pay on promotion would be fixed in the Pay Matrix as follows:-

On promotion, the teacher or equivalent position would be given a notional increment in his/her existing Academic Level of Pay, by moving him/her to the next higher Cell at that Level; and the pay shown in this Cell would now be located in the new Academic Level corresponding to the post to which he/she has been promoted. If a Cell identical with that pay is available in the new Level, that Cell shall be the new pay, otherwise the next higher Cell in that Level shall be the new pay of the teacher or equivalent position. If the pay arrived at in this manner is less than the first Cell in the new Level, then the pay shall be fixed at the first Cell of the new Level.

Allowances and
Benefits

(1) Allowances and Benefits

I. Other allowances and benefits, such as Hometown Travel Concession, Leave Travel Concession, Special Compensatory Allowances, Children's Education Allowance, Transport Allowance, House Rent Allowance, House Building Allowance, Deputation Allowance, Travelling Allowance, Dearness Allowance, Area-based Special Compensatory Allowance etc. for teachers and Library shall be as applicable to the State Government employees and be governed by the relevant rules as notified by the State Government from time to time.

II. Pension, Gratuity, ex-gratia compensation *etc.* as applicable to State Government employees shall also be applicable to teachers and Library cadre of State University.

III. Medical Benefits: All medical benefits for teachers and Library Cadres, shall be as applicable to the State Government employees. Further, the Teachers and Library Cadres may be placed under State Government Health Scheme or Health Scheme of State Government, as the case may be, for State Universities:

Appendix I

Fitment Table for Fixation of Pay

Annexure-I

Pay Matrix

Pay Band (Rs.)	15,600-39,100			37,400-67,000		67,000-79,000
Grade Pay (Rs.)	6,000	7,000	8,000	9,000	10,000	0
Index of Rationalization	2.67	2.67	2.67	2.67	2.72	2.72
Entry Pay (Rs.)	21,600	25,790	29,900	49,200	53,000	67,000
Academic Level	10	11	12	13A	14	15
Rationalised Entry Pay (Rs.)	57,700	66,900	75,800	1,31,400	1,44,200	1,82,200
2	59,400	71,000	82,200	1,35,900	1,48,800	1,87,700
3	61,200	73,100	84,700	1,39,400	1,53,000	1,93,000
4	63,000	75,200	87,200	1,43,000	1,57,000	1,98,100
5	64,900	77,600	89,800	1,47,900	1,62,300	2,05,100
6	66,800	79,900	92,500	1,52,300	1,67,200	2,11,300
7	68,800	82,300	95,300	1,56,900	1,72,200	2,17,600
8	70,900	84,800	98,200	1,61,800	1,77,400	2,24,100
9	73,000	87,300	1,01,100	1,66,400	1,82,700	
10	75,200	89,900	1,04,100	1,71,400	1,88,200	
11	77,600	92,600	1,07,200	1,76,500	1,93,900	
12	79,900	95,400	1,10,400	1,81,600	1,99,800	
13	82,300	98,300	1,13,700	1,87,000	2,05,800	
14	84,700	1,01,200	1,17,100	1,92,500	2,11,900	
15	87,200	1,04,200	1,20,600	1,98,700	2,18,200	
16	89,800	1,07,300	1,24,200	2,04,700		
17	92,500	1,10,600	1,27,900	2,10,900		

K.K. Tripathi
21/10

Pay Band (Rs.)	15,600-39,100			37,400-67,000		67,000-79,000
18	95,300	1,13,800	1,31,700	2,17,100		
19	98,200	1,17,200	1,35,700			
20	1,01,100	1,20,700	1,39,800			
21	1,04,100	1,24,300	1,44,000			
22	1,07,200	1,28,000	1,48,300			
23	1,10,400	1,31,800	1,52,700			
24	1,13,700	1,35,800	1,57,000			
25	1,17,100	1,39,900	1,62,000			
26	1,20,600	1,44,100	1,66,900			
27	1,24,200	1,48,400	1,71,900			
28	1,27,900	1,52,900	1,77,100			
29	1,31,700	1,57,600	1,82,400			
30	1,35,700	1,62,200	1,87,900			
31	1,39,800	1,67,100	1,93,500			
32	1,44,000	1,72,100	1,99,300			
33	1,48,300	1,77,300	2,05,300			
34	1,52,700	1,82,600	2,11,500			
35	1,57,300	1,88,100				
36	1,62,000	1,93,700				
37	1,66,900	1,99,500				
38	1,71,900	2,05,500				
39	1,77,100					
40	1,82,400					

K.K. Tripathi
21/11

Appendix-II**Table-1****Assessment Criteria and Methodology for University Teachers**

S.No.	Activity	Grading Criteria
1	Teaching: (Number of classes taught/total classes assigned)x100% (Classes taught includes sessions on tutorials, lab and other teaching related activities)	80% & above - Good Below 80% but 70% & above-Satisfactory Less than 70% - Not satisfactory
2	Involvement in the University/ College students related activities/ research activities: (a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. (b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. (c) Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. (d) Organising seminars/ conferences/ workshops, other college/university activities. (e) Evidence of actively involved in guiding Ph.D students. (f) Conducting minor or major research project sponsored by national or international agencies. (g) At least one single or joint publication in peer- reviewed or UGC list of Journals.	Good - Involved in at least 3 activities Satisfactory - 1-2 activities Not-satisfactory - Not involved / undertaken any of the activities Note: Number of activities can be within or across the broad categories of activities

Overall Grading:

Good: Good in teaching and satisfactory or good in activity at Sl.No.2.

Or

Satisfactory: Satisfactory in teaching and good or satisfactory in activity at Sl.No.2.

Not Satisfactory: If neither good nor satisfactory in overall grading

Note: For the purpose of assessing the grading of Activity at Serial No. 1 and Serial No. 2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.

Table- 2**Methodology for University Teachers for calculating Academic/Research Score**

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

S.N.	Academic/Research Activity	Faculty of Languages/ Humanities / Arts / Social Sciences/ Music, Performing Arts, Visual Arts and Other Traditional Indian Art Forms like Sculpture, Drama, Yoga and other related disciplines
1.	Research Papers in Peer-Reviewed or UGC listed Journals	10 per paper
2.	Publications (other than Research papers) (a) Books authored which are published by ; International publishers National Publishers Chapter in Edited Book Editor of Book by International Publisher Editor of Book by National Publisher (b) Translation works in Indian and Foreign Languages by qualified faculties Chapter or Research paper Book	12 10 05 10 08 03 08
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula (a) Development of Innovative pedagogy (b) Design of new curricula and courses (c) MOOCs Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit) MOOCs (developed in 4 quadrant) per module/lecture Content writer/subject matter expert for each module of MOOCs (at least one quadrant) Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit) (d) E-Content Development of e-Content in 4 quadrants for a complete course/e-book e-Content (developed in 4 quadrants) per module Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant) Editor of e-content for complete course/ paper / e-book	05 02 per curricula/course 20 05 02 08 12 05 02 10

4.	(a) Research guidance Ph.D. M.Phil./P.G dissertation (b) Research Projects Completed More than 10 lakhs Less than 10 lakhs (c) Research Projects Ongoing : More than 10 lakhs Less than 10 lakhs (d) Consultancy	10 per degree awarded 05 per thesis submitted 02 per degree awarded 10 05 05 02 03
5.	(a) Patents International National (b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/ International Monetary Fund etc. or Central Government or State Government) International National State (c) Awards/Fellowship International National	10 07 10 07 04 07 05
6.	*Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/ Performance/ Exhibition/ Choreography/ Catalogue/ Workshop/ Direction/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once) International (Abroad) International (within country) National State/University	07 05 03 02

The Research score for research papers would be augmented as follows :

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list) :

- | | | | |
|-------|--|---|-----------|
| (i) | Paper in refereed journals without impact factor | - | 5 Points |
| (ii) | Paper with impact factor less than 1 | - | 10 Points |
| (iii) | Paper with impact factor between 1 and 2 | - | 15 Points |
| (iv) | Paper with impact factor between 2 and 5 | - | 20 Points |
| (v) | Paper with impact factor between 5 and 10 | - | 25 Points |
| (vi) | Paper with impact factor >10 | - | 30 Points |

Two authors: 70% of total value of publication for each author.

More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.

Table-3**Criteria for Short-listing of Candidates for Interview for the Post of Assistant Professors in Universities**

S.N.	Academic Record	Score			
		1.	Graduation	80% & Above = 15	60% to less than 80% = 13
2.	Post-Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC/ST/OBC (non-creamy layer)/ PWD) to less than 60% = 20	
3.	M.Phil.	60% & above = 07	55% to less than 60% = 05		
4.	Ph.D.	30			
5.	NET with JRF	07			
	NET	05			
	SLET/SET	03			
6.	Research Publications (2 marks for each research publications published in Peer-Reviewed or UGC-listed Journals)	10			
7.	Teaching / Post Doctoral Experience (2 marks for one year each)#	10			
8.	Awards				
	International / National Level Awards given by International Organisations/ Government of India / Government of India / India recognised National Level Bodies)	03			
	State-Level (Awards given by State Government)	02			

#However, if the period of teaching/Post-doctoral experience is less than one year then the marks shall be reduced proportionately.

Note:

- (A) (i) M.Phil + Ph.D Maximum - 30 Marks
 (ii) JRF/NET/SET Maximum - 07 Marks
 (iii) In awards category Maximum - 03 Marks
- (B) Number of candidates to be called for interview shall be decided by the concerned universities.

(C) Academic Score	-	80
Research		
Publications	-	10
Teaching Experience	-	10

Total - **100**

(D) Score shall be valid for appointment in respective State SLET/SET University only.

Table-4
Assessment Criteria and Methodology for Librarians

S.No.	Activity	Grading Criteria	Assessment Criteria and Mythology for Librarians
1	<p>Regularity of attending library (calculated in terms of percentage of days attended to the total number of days he/she is expected to attend)</p> <p>While attending in the library, the individual is expected to undertake, <i>inter alia</i>, following items of work:</p> <ul style="list-style-type: none"> • Library Resource and Organization and maintenance of books, journals and reports. • Provision of Library reader services such as literature retrieval services to researchers and analysis of report. • Assistance towards updating institutional website 	<p>90% and above – Good</p> <p>Below 90% but 80% and above – Satisfactory</p> <p>Less than 80% - Not satisfactory</p>	

S.No.	Activity	Grading Criteria
2	Conduct of seminars/workshops related to library activity or on specific books or genre of books.	Good – 1 National level seminar/ workshop + 1 State/institution level workshop/ Seminar Satisfactory - 1 National level seminar/ workshop or 1 state level seminar/ workshop + 1 institution level seminar/ workshop or 4 institution seminar / workshop Unsatisfactory – Not falling in above two categories
3	If library has a computerized database then OR If library does not have a computerized Database	Good – 100% of physical books and journals in computerized database. Satisfactory – At least 99% of physical books and journals in computerized database. Unsatisfactory – Not falling under good or satisfactory. OR Good – 100% Catalogue database made up to date Satisfactory- 90% catalogue database made up to date Unsatisfactory - Catalogue database not upto mark. (To be verified in random by the CAS Promotion Committee)
4	Checking inventory and extent of missing Books	Good : Checked inventory and missing book less than 0.5% Satisfactory - Checked inventory and missing book less than 1% Unsatisfactory - Did not check inventory Or Checked inventory and missing books 1% or more.
5	(i) Digitisation of books database in institution having no computerized database. (ii) Promotion of library network. (iii) Systems in place for dissemination of information relating to books and other resources. (iv) Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular activities.	Good : Involved in any two activities Satisfactory : At least one activity Not Satisfactory : Not involved/ undertaken any of the activities.

S.No.	Activity	Grading Criteria
	(v) Design and offer short-term courses for users. (vi) Publications of at least one research paper in UGC approved journals.	
Overall Grading	Good : Good in Item 1 and satisfactory/good in any two other items including Item 4. Satisfactory : Satisfactory in Item 1 and satisfactory /good in any other two items including Item 4. Not satisfactory : If neither good nor satisfactory in overall grading.	
Note:	(1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment. (2) The Librarian must submit evidence of published paper, participation certificate for refresher or methodology course, successful research guidance from Head of Department of the concerned department, project completion. (3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee.	

CHAPTER-X

Section
10(2)
71

45. (a) The Degree of Doctor of letters (D.Litt.) for Mahamahopadhyaya, Honoris causa may be conferred upon such persons as have contributed substantially to the advancement of Literature, Philosophy, Arts, Music, Painting or any other subject assigned to the faculty of Music, Dance or Arts, or for conspicuous services rendered by them to the cause of education.

Conferment and
Withdrawal of
Degree and
Diplomas

(b) The Executive Council may, *suo moto* or on the recommendation of Academic Council by a resolution passed by a majority of its total membership and also of not less than two third of the members present and voting, submit a proposal for conferment of honorary degree to the Chancellor for confirmation:

Provided that no such proposal shall be submitted in respect of a person who is a member of any authority or body of the University.

Section
47 & 72

(c) Before taking any action under Section 72 for the withdrawal of any degree, diploma or certificate conferred or granted by the University, the person concerned shall be given an opportunity to explain the charges against him. The charges framed against him shall be communicated by the Registrar by a registered post and the person concerned shall be required to submit his explanation within a period of not less than fifteen days of the charges.

Section
47 & 72

(d) Every proposal for the withdrawal of an honorary degree shall require previous sanction of the Chancellor.

(e) An Institute may be recognized by the Executive Council as an institution where research may be carried on in the fulfilment of the requirements of section 22 (1) (a) & (b) of the Act after it has been recommended by the Academic Council with the concurrence of the Board of the Faculty concerned. The recognition so granted may be withdrawn by the Executive Council on the recommendation of the Academic Council made with the concurrence of the Board of the Faculty concerned.

- (f) The Management of the Institute so recognized shall vest in: -
- (i) A Committee of Management or other equivalent body, appointed by the person or the body maintaining the Institute, the constitution of which shall be reported to the Executive Council, or
- (ii) A Director appointed by the person or the body maintaining the Institute.
- (g) Research work in a recognized Institute may be guided by the Director and other teachers of the Institute who may be recognized as supervisors or advisers for the research degrees of the University.
- (h) The Director and other teachers of the Institute, if they so agree, may deliver a course of advance lectures to research students of the University with the consent of the Head of the Department concerned.
- (i) Any person having requisite qualifications desirous carrying on research work at the Institute for research degrees of the University shall make an application to the Registrar through the Director of the Institute. The applications so received shall be placed before the Research Degree Committee of the University constituted under Ordinances and, if approved by the Committee, the applicant shall be permitted to start work on payment of such fees as may be decided by University from time to time.
- (j) Any specific grant or donation received for any Institute shall be earmarked for the institute and spent on the Institute. No part of the grant of corresponding department of teaching in the University shall be spent for any other Institute.

CHAPTER-XI

A: Affiliation of Colleges by Bhatkhande Sanskriti Vishwavidyalaya-

Procedure for Admission of Colleges to the Privileges of the University And For The Recongnition of Examination Centres and withdrawal of such privileges and Recognition

46. Short Title, Application and Commencement :

- (1) This chapter of statute will be regarding Affiliation of Colleges by Bhatkhande Sanskriti Vishwavidyalaya.
- (2) They shall come into force with immediate effect.

47. Eligibility Criteria for Temporary Affiliation:

- (1) The proposed college seeking affiliation, at the time of inspection by the university, shall satisfy the following requirements, or the requirements in respect of any of them prescribed by the Statutory/Regulatory body Concerned in the case of technical/professional courses only.
- (2) Administrative, academic and other buildings with sufficient accommodation to meet the immediate academic and other space requirements for each buildings constructed in the college should be disabled friendly.
- (3) Academic building sufficient to accommodate the faculties, lecture/seminar rooms, library and a minimum of 15 sq. ft. per student in each of the practice room. For other specific practical oriented courses the requirement for per student will depend on the requirement of the course program.

(4) Number of teaching and non-teaching staff as per University norms.

(5) Adequate civic facilities for essentials like water, electricity, ventilation, toilets, sewerage, *etc.* in conformity with the norms laid down by the Central/State P.W.D.

(6) Adequate measure for safety, security, pollution control, etc.

(7) A library with at least 1000 books in different titles on each subject, whichever is more, if the proposed programmes to include both text books and reference books, besides two journals per subject, along with a book bank facility for students belonging to the Scheduled Castes, Scheduled Tribes and such other sections as specified by the University.

(8) Necessary musical instruments and equipments as prescribed by the University.

(9) A multi-purpose complex auditorium and facilities for sports canteen, health care, separate common rooms and separate hostels for boys and girls as per the local requirements as decided by the University.

(10) Appropriate furniture for lecture/seminar rooms, library, faculty rooms, rooms for administrative staff including the Principal, auditorium, common rooms and hostel rooms, and for other facilities.

(11) A duly constituted managing body as specified by the University.

48. The college, if not run by the state government:-

(1) shall be managed by a duly constituted and registered society or trust.

(2) Provide an undertaking to the University that it has adequate recurring income from its own resources for its continued and efficient functioning.

(3) The Registered Society/Trust in justified exceptional cases may be allowed to start the college for the first year of the programmes in a readily available building, with the condition that all other academic and administrative requirements are satisfied under the Regulations and the college shall complete the buildings per para 50(6) and other requirements cited in the detailed project report by the end of the second year and the college is moved completely to the proposed permanent building by the beginning of the third year, failing which the college shall not be granted renewal of temporary affiliation until the college moves to the permanent buildings. Under no circumstances, extension of time for this movement to the permanent building shall be granted by the University beyond five years.

(4) The Registered Society/Trust proposing the college shall execute a bond.

49. To impart instruction only in the subject and for the courses/programmes in the faculties for which affiliation has been granted by the University and shall not seek retrospective affiliation. All such courses/programmes shall follow the syllabi approved by the appropriate academic bodies of the University:-

(1) to comply with all the provisions of the Act, the Statutes and the Ordinances, Rules and Regulations of the University framed in this regard;

(2) to follow the Rules, Regulations and Guidelines of the Statutory/Regulatory bodies issued from time to time;

(3) to the effect that the number of teaching posts, the qualification of teaching staff and their recruitments/promotion procedures as prescribed by the UGC and conditions of service shall be in accordance with the Statutes/Ordinance/Regulations of the University/State Government/UGC, and shall ensure imparting of adequate instruction to the students in the courses/programmes of studies to be undertaken by the college and that the Student-Teacher Ratio in the college shall be as per the UGC norms;

(4) to the effect that the members of the teaching and non-teaching staff shall be regularly and fully paid in the pay scales along with applicable allowances as per the pay scales prescribed by the UGC/Central/State Govt., as the case may be, from time to time;

(5) to the effect that appointment of members of the teaching and the non-teaching staff shall be made only on considerations of merit based on qualifications and experience prescribed for them and not by demanding or accepting any donation or other consideration;

(6) to the effect that the college shall obtain the eligibility approval of the appointed teaching staff from the University within three months of affiliation and shall report all changes in the teaching staff and all other changes that may affect the fulfillment of the conditions for affiliation to the University within a fortnight of changes coming into effect.

(7) to the effect that all fees to be charged from the students shall be as per the fee structure approved by the University;

(8) to the effect that the college shall not collect any capitation fee or donation in any form amounting to corrupt practices from or on behalf of any of its students or their parents/guardians except the prescribed fee and other charges as approved by the University;

(9) to the effect that no student shall be admitted to any programme of study by the college in anticipation of grant of affiliation or in excess of the number of seats sanctioned per programme of study by the University;

(10) to the effect that the college shall not, without the previous permission of the University, suspend offering an already approved course/programme of study;

(11) To the effect that the academic and welfare activities of the students belonging to the Scheduled Castes, Scheduled Tribes and other disadvantaged groups, including minorities, wherever applicable, shall be properly taken care of by the college;

(12) to the effect that all registers and records, including audited statement of accounts, as required to be maintained under the Orders of the UGC/University/Government shall be maintained and made available as and when required for inspection;

(13) to the effect that the college shall furnish all such returns and other information as the UGC/University/Government may require to enable it to monitor and judge the performance of the college with regard to maintenance of academic standards and shall take such action as the UGC/University/Government may direct to maintain the same;

50. Procedure for granting Temporary Affiliation:

(1) The application to start a new college and to get it affiliated to a University can be submitted by Central/State Government institutions and Registered Society/Trust.

(2) If the applicant is a Society/Trust, it shall have been registered under Registration of Societies Act, the Trusts Act or any other Act of the Central/State Government on or before the date of submission of the application.

(4) The Government/Society/Trust which proposes to start the college and wishes to get it affiliated to the University in whose jurisdiction the location or college falls shall make an application within the stipulated time to the University in the prescribed proforma along with the prescribed fee in the form of Demand Draft drawn in favour of the Registrar of the University.

51. The application shall be submitted with certified copies of the following documents:-

(1) Registration of the Society/Trust along with details of Constitution and Memorandum of Association;

(2) Letter from the Competent Authority designated by the Government concerned for classification of land and its location as Metropolitan for other areas;

(3) Land Use Certificate from the Competent Authority designated by the Government concerned;

(4) Registered land/Govt. leased land documents in the name of the applicant;

(5) Appropriate order from the Govt. permitting the Society/Trust to start the college with details of the courses/programmes intended to be offered;

(6) Building Plan of the proposed college prepared by a registered Architect and approved by the Competent Authority designated by the Govt. concerned;

(7) Registered documents by the registered Society/Trust earmarking land and buildings for the proposed college;

(8) Details of the latest fund positions along with photocopies of relevant bank accounts, including the evidence of the Corpus Fund.

52. Detailed Project Report giving

(a) background of the Society/Trust with reference to its experience in promoting, managing and operation educational institutional; details of the its promoters including their background; its activities in the social, charitable and educational spheres since its inception and its Vision and Mission;

(b) development plan for the college with timeline, spelling out its growth plan over the first 10 year period in terms of phasing of academic programmes, increase in students' intake and introduction of postgraduate programmes/research, and the time schedule for stage-wise development of the academic infrastructure, like recruitment of faculty, and other support facilities, including student amenities, such as hostels, sports and recreational facilities.

(c) architectural master plan indication the land use pattern including those for the future;

(d) policy with regard to faculty recruitment, retention and development;

(e) structure of academic and administrative governance;

(f) sources of financing of capital and operating expenditure, besides funds to be generated through students' fees; and

(g) resource projections and their utilization schedule.

(1) The University shall make a preliminary scrutiny of the application, and if found satisfactory, issue a letter of intent, within two weeks from the date of receipt of the application by the university, to cause an inspection within a period of three months for physical verification of all requirements for the grant of temporary affiliation.

(2) The college shall be subjected to an inspection by the University through a committee of experts nominated by the Vice chancellor consisting of.

(3) One Expert for each of the subject areas proposed.

(4) Dean, College Development Council/an equivalent academician of the university.

(5) A representative of the culture department of the Government not below the rank of Deputy Director, and

(6) An Engineer from P.W.D./C.P.W.D. or the University (or his representative) not below the rank of Executive Engineer.

One of the subject experts at the level of Professor, as nominated by the Vice Chancellor, shall be the Chairperson of the Committee.

Note: The applicant shall deposit adequate amount for travel expenses of the inspection board constituted by the university. The members of the inspection board shall avail the T.A. and D.A. as per their entitlement.

(7) The report of the inspection committee shall be submitted by the Chairperson to the University duly filled in and signed by all the members. The University shall process the report through its appropriate Bodies and decide to grant, or not to grant, temporary affiliation to the colleges, recording the reasons in writing for its decision within three months of inspection.

(8) On the basis of the infrastructure and other facilities available at the college, the University shall decide the number of Seats for each programme in the college.

(9) The Executive Council of the University shall be the ultimate authority to decide granting, or not granting, affiliation.

(10) Continuation of temporary affiliation of the programmes of study and the college itself shall be granted by the University on a year to year basis through inspection process prescribed in these Regulations.

(11) If the University decides not to grant affiliation to the college for reason, recorded in writing, of its failure to meet the conditions/requirements for getting affiliation the college may apply again if it fulfils the conditions /requirements subsequently, but not earlier than six months from the date of rejection of its earlier application.

Note: the affiliation fee, annual continuation fee and the specific dates for remittance of all fees shall be decided by the university from time to time.

53. Eligibility Criteria for Permanent Affiliation:

(1) The college shall have completed at least five year of satisfactory performance after getting temporary affiliation and attained the academic and administrative standards as prescribed by the University/UGC/Statutory/Regulatory Body concerned from time to time.

(2) The college shall have completed construction of buildings and all infrastructure/facilities as stipulated in the Statute/Ordinance.

(3) All the teaching and non teaching staff are appointed on permanent (appointed on regular basis, in case of a Government college) on the UGC/Government scales of pay.

(4) The college shall have a duly constituted College Council as per the norms.

(5) The college shall be accredited by NAAC or any other accreditation agency by State/Central Government.

54. Procedure for granting Permanent Affiliation:

(1) A college which wishes to get permanent affiliation shall apply to the University any time after completing five years of temporary affiliation in the proforma along with the prescribed fee in the form of Demand Draft drawn in favour of the Registrar of the University.

(2) The procedure for according permanent affiliation shall be the same as for granting temporary affiliation given in Statute.

(3) If University decides not to grant permanent affiliation to the college for reasons, to be recorded in writing, of its failure to meet the conditions/requirements for getting such affiliation, the college may apply again if it fulfills the conditions/requirements subsequently, but not earlier than six months from the date of rejection of its earlier application.

55. Eligibility to apply for addition of new programmes of study:

(1) Any proposal for adding new programmes shall be considered by the University only after ensuring equitable distribution of facilities for higher education having due regard in particular to the needs of the unserved underdeveloped, rural, hilly, tribal and backward areas within its jurisdiction.

(2) Any proposal for raising the existing under-graduate college to postgraduate studies level shall be considered by the University only after satisfactory completion of two years of the under-graduate programme and the proposed buildings qualified faculty and other infrastructure facilities are fully created as per the statute.

(3) Each application for addition of a new programme or for upgrading the existing programme to post graduate level shall be accompanied by the prescribed fee in the form of Demand drawn in favour of the Registrar of the University.

(4) The procedure for according temporary affiliation to additional programmes of study or for upgrading the existing programmes in the college shall be the same as prescribed under the Regulations for temporary affiliation.

56. Withdrawal of affiliation

(1) The privileges conferred on a college by affiliation may be withdrawn in part or in full suspended or modified if the college on due enquiry is found to have failed to comply with any of the provisions of the Act the Statutes the Ordinances the Rules and Regulations or any other direction or instruction of the UGC/University body university conducted or failed to observe any of the conditions of affiliation or has conducted itself in a manner prejudicial to the academic and administrative standards and interests of the University.

(2) If an affiliated college ceases to function or is shifted to a different location or is transferred to a different Society, Thust individual or a group of individuals without the prior approval of the University the affiliation granted to the college shall lapse automatically on such ceaser shifting or transfer as the case may be, and it shall be treated as a new college for the purposes of future affiliation. The University/ Government shall have the duty to alleviate the educational future of the affected students in an appropriate manner as per its decision.

(3) Without prejudice to the statute on its own, or on the basis of any complaint or any other information or report from any other source, can cause an enquiry by the University in respect of a college and after giving the college a reasonable opportunity of being heard may pass an order under Section (12A) (4) of the UGC Act prohibiting such college from presenting any student then university for the award of the qualification concerned and the affiliation of the college shall stand terminated as per Section (12A) (5) of the UGC Act.

(4) If the University decides to withdraw the affiliation of the college, or the affiliation stands terminated by the order of the University temporarily or permanently, such decision shall not affect the interests of the students of the college who were on its rolls at the time of issue of the order till they pass out the normal duration of programmes to which they are registered at that time. The University/Government shall have the duty to alleviate the educational future of affected students in an appropriate manner as per its decision.

Examination
Centers

(B) Examination Centers:

1. Application for recognition of Examination Centre shall be accepted in the prescribed form along with the fees prescribed by the university from time to time.

2. The institution concerned shall bear the actual expenditure on T. A. /D. A. of the Board of Inspectors consisting of three members, out of whom two shall be subject experts and one shall represent the administration appointed by the Vice-Chancellor. The Committee after an inspection shall submit the detailed report of the centre regarding the recognition.

3. On receipt of an application, the Vice-Chancellor shall appoint a Board of Inspector who shall visit the institution and satisfy itself with regard to the following:-

(a) That the institution is a duly Registered Body.

(b) That the institution has the capacity to make arrangements for examinations of the private candidates *viz:* accommodation, furniture, musical instruments *etc.*

(c) That there is not legal proceeding against the Institution, which may debar it from recognition as an Examination Centre.

4. The report of the Board of Inspectors shall be submitted to the University within two weeks of its visit to the Institution and the same shall be placed before the Executive Council for consideration.

5. The Executive Council shall after considering the report, accord the necessary recognition with conditions, if any, to be fulfilled by the Institution within a specified period or reject the application.

6. An Examination Centre shall have at least fifty students to appear in the examinations failing which the centre shall be liable to be de-recognised subject to the approval of the Executive Council. The Council may consider some of the centres to continue for one or two years as a special case if it finds justification of the centre is valid.

7. The annual continuation fee and the specific dates for remittance of all fees shall be decided by the university from time to time.

8. Withdrawal of privileges of Recognised Centres,-

(a) Whenever, as a result of an adverse report or failure in fulfillment of the conditions prescribed, the Executive Council consider it necessary to initiate action for the withdrawal of all or any of the privileges granted to recognition given to an Institution, the Executive Council shall issue a show cause notice to the Governing Body or the Government as the case may be apprising the decision of the Executive Council. Further an institution of recognised examination centres is admitted for the privileges of the University for a certain period and the recognition is not extended further the privileges shall be withdrawn automatically.

(b) The notice under sub-para (a) shall state that—

(a) The reasons for which the intended action is contemplated, and

(b) The specified time of the reply of show cause notice to be reached to the Registrar of the University.

(c) The Executive Council, for reasons recorded, may extend the period for reply from time to time but the total period shall not exceed three months.

(d) On receipt of the reply of the show cause notice to the college within the stipulated period, under sub-para (2) and (3), the Executive Council may consider the matter in the light of the reply and representation made, if any, by the recognised examination centre concerned. If no such reply is received, it may consider the matter after expiry of the said period and make such order as deemed fit as withdrawal of all or any of the privileges granted to the recognised examination centre accorded to an Institution.

Research Centre affiliated to the University as regular Centre for presenting students as Internal Candidates to the University research.

Procedure For
Admission of
Research Centre
To The
Privileges of the
University

Research Centre:

1. An application for affiliation of Research Centre either for the first time or for addition of a new course for research shall be submitted by the officer of the Government if the centre is maintained by the Government or by the President of the Founding Society/Governing Body with a copy of relevant resolution of the Founding Society/ Governing Body seeking such affiliation.

2. All applications shall reach to the Vice-Chancellor/Registrar of the University.

3. The application for affiliation and/or addition of subject/course shall be accompanied with the details of the institution on the form prescribed by the University along with the following fees:-

4. The fee will be decided by the University

Note: In addition of the above prescribed fees, the Centres concerned shall bear the actual expenditure on the T. A. /D. A. of a board of three Inspectors which shall be appointed by the Vice-Chancellor to report the University about the infrastructure after the inspection of the Centre for the affiliation.

5. On receipt of an application mentioned in the preceding paragraph along with all details and fees, the Vice-Chancellor shall appoint a Board of Inspectors, which includes two experts from the Teaching Faculties and one representative of University administration.

6. The Board of Inspectors shall inspect the Centres and submit the report to the University as per the rule laid down as under.

7. The Centre shall have Endowment funds of Rs. 5,00,000/- (Rs. five lacs only) deposited in the name of the centre, to be utilized exclusively for the purpose of the Centre.

8. The centre shall have provision for a good Library.

9. Adequate facilities such as furniture, teaching materials, musical instruments /equipments and studio equipments for Visual Arts *etc.* are mandatory.

10. The report of the Board of Inspectors shall be submitted to the University within two weeks of their visit to the centre concerned duly signed by all the members of the Board. On receipt of the report, the same shall be placed before the Academic Council and Executive Council for approval. After the approval of Executive Council the same shall be forwarded to the State Government for its approval. After the receipt of the approval of the State Government. The Centre shall be notified as permanent affiliation Centre.

Research Centre

Withdrawal of privileges of Affiliated Centres:

1. Whenever as a result of an adverse report submitted by the University regarding the failure in fulfillment of the conditions prescribed by the Executive Council and to consider to initiate action for withdrawal of all or any of the privileges granted to a centre, the Executive Council shall issue a show cause notice to the Governing Body of the Government as the case may be apprising of the decision of the Executive Council. Further when a centre is admitted for the privileges of the University for a certain period and the affiliation is not extended further, the privileges shall be considered automatically withdrawn.

2. The notice sub-para (1) shall state that:

(a) The reasons for which the intended action is contemplated and

(b) The specified time of the reply of show cause notice to be reached to the Registrar of the University.

3. The Executive Council for reasons recorded, may extend the period for reply from time to time but the total period shall not exceed more than three months.

4. On receipt of the reply of the show cause notice to the Centre within the stipulated period, under sub-para (2) and (3), the Executive Council may consider the matter in the light of the reply and representation made, if any, by the Centre concerned. If no such reply is received, it may consider the matter after expiry of the said period and make such order as deemed fit as a withdrawal of all or any of the privileges granted to the Centre or Institution.

Bhatkhande Sanskriti Vishwavidyalaya**Lucknow (U.P.)****APPLICATION FORM FOR AFFILIATION OF
COLLEGES/RECOGNITION OF EXAM CENTERS**

This form can be used for the following purposes:

1. Affiliation/Recognition of the Institutions
2. Affiliation/Recognition for the Additional Courses/Subjects
3. Extension of Affiliation/Recognition

PART -I

(TO BE FILLED BY ALL INSTITUTES)

1. Name of the college :

2. Full Postal address :

Telephone No. Office :

Residence :

Fax No. :

E-Mail :

3. Name of Principal

(Enclose complete bio- data mentioning Date of Birth and details of qualification)

4. For Non-Government college

a. Registration No. of College/Center -----
Date -----

b. Name of Governing body/Society -----

c. Registration No. of governing body/society -----
Date -----

d. Name and address of the members of the governing body with designation (Attach a separate list attested by the registrar of society) and also enclose attested copy of the statute.

5. Whether the governing body runs any other educational institutions.

If yes

- a. Name of the Institution :
 b. Details of Affiliation :
 c. Others :

6. Date of foundation of the college :

PART - II

(ONLY FOR THOSE COLLEGES/CENTERS, APPLYING FOR THE
FIRST TIME)

7. Affiliation required in
- | | |
|-------------|--------------------------|
| Music | <input type="checkbox"/> |
| Dance | <input type="checkbox"/> |
| Folk Music | <input type="checkbox"/> |
| Visual Arts | <input type="checkbox"/> |

Mark (✓) whichever is applicable.

8. Details of the Courses/subjects for affiliation/recognition (See Annexure - I)

9. Whether the college has been affiliated with any other Board/University? If yes, please give details:

10. Details of the Teaching/Non-Teaching Staff (See Annexure - II)

11. Whether the governing body/college accepts pay scales as per college code of the University. Yes No

12. Details of salary of the teachers listed in column: 10 (See Annexure - II)

13. Furnish the following details for starting the proposed courses.
(Attach a separate list)

- a. Class room (No. of rooms with size)
 b. Furniture
 c. Musical instruments/ Equipments
 d. Books, Journals and periodicals (Mention number of Books and Name of Journals subscribed)

14. Financial position of the college:

- a. Fixed assets:
1. Cash Deposit:
 2. Estimated cost of musical instruments:
 3. Estimated cost of land & building (if applicable)
- b. Annual Income: (If needed attach separate sheet)
1. Grant from Government/any other agency-
 2. Donation:
 3. Tuition fee:
 4. Other fee:
 5. Other source (If any)
- c. Details of loan A/C (If any) with loan agreement, audited balance sheet of last 3 years.

15. Particulars of the building: Building plan (blueprint) must be enclosed

a. No. of Classrooms with size

(Enclose a separate list) :

No. of toilets - Male:

- Female:

b. Details of Auditorium - Size:

- Capacity:

c. Details of playground (if available):

d. Enclose a separate list of Sports/Games items:

e. Whether Building is owned, rented or donated:

Owned Rented Donated

If owned, enclose allotment registration letter:

If rented, mention the rent:

If donated, mention terms & conditions:

(Enclose a copy of donation/rental deed)

f. If the classes are conducted in Govt. building, enclose copy of the approval.

g. In case of any other arrangement, give details

16. Details of bank account of the college/center

a. Name of the bank:

b. Name of branch:

c. Type of account:

d. Authorized officer for operating the account:

17. Timing of the college:

PART -III

(TO BE FILLED ONLY BY THE COLLEGE/CENTER SEEKING
EXTENTION OF AFFILIATION/RECOGNITION FOR NEW
COURSES/SUBJECTS)

**1. Details of the Courses/Subjects for which
affiliation/recognition has been obtained previously:
(Annexure - III)**

2. Details of the Courses/Subjects for which affiliation is sought:

1. Courses

2. Subjects

3. No. of Students appeared in examination during the last three years.

3. Details of the dues, if any payable to the University.

**4. Enclose copy of the approval by the Government/Governing body for the
proposed affiliation/recognition.**

**5. Details of the dues, if any payable to the Government/Governing body for
the proposed affiliation.**

6. For new courses furnish following details:

a. Extra classrooms

b. Musical Instruments

c. Books

d. Furniture

**7. Whether the college has fulfilled all the terms & conditions of the
affiliation already granted? If not give reasons:**

Details of loan A/C if any, including repayment conditions.

DECLARATION

I hereby declare that all the above statements are true to the best of my knowledge & belief and also assure that college/center will fulfill all the terms and conditions as per the college code prescribed by the University from time totime.

Signature with Seal

President of the

Governing Body

(For Non Govt. College)

Signature with Seal

Statutory Officer

(Govt. College)

Signature & Seal

Principal

* ENCLOSERS

A: Teaching Staff

No.	Name	Designation	Date of Birth	Qualification		Date of Appointment	Salary (Pay-scale)
				Academic	Professional		
1.		Principal					
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

B: Non-Teaching Staff

No.	Name	Designation	Date of Birth	Qualification	Date of Appointment	Salary(Pay-scale)
1.		Principal			00.00.0000	
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

CHAPTER-XII

Section 45

57. (1) A Convocation for conferring its Degrees, Diplomas, Convocation

and other academic distinctions may be held by the University not more than once in a year on such date and at such time as the Executive Council may appoint.

(2) A special convocation may be held by the University with the prior approval of the Chancellor.

Section
45

58. The procedure to be observed at the convocations referred to in this Chapter and other matters connected therewith shall be such as may be laid down in the regulations.

Section
45

59. Where the University, does not find it convenient to hold the convocation in accordance with Statute the degrees, diploma and other academic distinctions may be dispatched to the candidates concerned by registered post.

A convocation for the purpose of conferring Degrees and making awards shall ordinarily be held every year in the month of December at the Head Quarters of the University and shall be held at such time as may be found necessary or convenient be fixed by the Vice-Chancellor with the approval of the Chancellor.

Convocation
(Deekshant
Samaroh)
Procedure

1. University will grant Degrees and other awards to its eligible students regularly in every academic year.

2. To assist the eligible students going for employment, higher studies and/or other opportunities, by giving their Degrees and other awards without delay.

3. Ordinarily not less than four weeks' notice shall be given by the registrar for holding convocation. This period may however be reduced to 10 days in the case of Special Convocation or in any other case where such a course is considered expedient by the Vice-Chancellor.

4. The candidates desiring to receive degree in person must apply to the Registrar 15 calendar days before the date fixed for the convocation in the prescribed form together with a fee Prescribed by the university from time to time intimating their intention to be present at the convocation.

Provided that the Vice-Chancellor may in special cases permit the receipt of late applications up to seven days before the date of convocation, if such application are accompanied by a late fee Prescribed by the university from time to time.

5. Such candidates as are unable to present themselves in person at the convocation may apply for receiving their degrees in absentia in the presided form one month after the date of convocation along with a fee and postal Charges.

6. Every degree shall bear the signature of the Vice-Chancellor. The date on the degrees whether to be awarded at the convocation or otherwise, will be the same as the date of the University convocation. Furthermore, if for any reason the convocation is not held, then the date on the degrees will be as per the schedule mentioned in the Academic Calendar of the University.

7. The Chancellor, Vice-Chancellor, Deans of faculties, members of the Executive Council, Academic Council and Registrar shall wear the academic costumes of the University of which they are graduates or the gowns or any other costumes prescribed by the Executive Council.

8. Candidates at the convocation shall put on the academic robe prescribed by the Executive Council and no candidate shall be admitted to the

convocation without the academic robe prescribed by the University.

9. Degree will be distributed to the candidates attending the convocation at the place, time and day specified by notification after the convocation as decided by the University.

10. The University shall hold convocation or follow any other method on the date/s so fixed to confer the Degrees and other awards to eligible students.

11. If convocation is held, it shall include the ceremonial aspects, as per the provisions made for them.

12. If for any reason the convocation is not held, the University shall only give away the Degrees and other awards to the eligible applicants at this time.

13. The University shall have the power to assign selected Colleges to hold graduation ceremonies for their students on its behalf, on the date/s so fixed.

14. Such Colleges shall be required to abide by the directions of the University and hold the graduation ceremonies as per the schedule fixed.

15. The Chancellor the Vice-Chancellor, the Deans of the Faculties members of the Executive Council and Academic Council and the Registrar shall assemble at a place notified, at the appointed hour and shall walk in procession in the following order to the convocation ground-

1. The Registrar
2. Members of the Academic Council
3. Members of the Executive Council
4. Deans of faculties
5. The Vice-Chancellor
6. The Chief Guest, if any
7. The Chancellor

16. The Chancellor, the Chief Guest, the Vice-Chancellor, the Chief Minister, the Culture Minister, Deans of the Faculties, members of the Executive Council, Secretary Culture Department, the Registrar and such other persons named by the Executive Council shall take their seats on the Dias and the members of the Academic Council on Front of the Dias in places reserved for them.

17. The candidates present at the convocation shall take their seats at the places reserved for them before the procession enters in the convocation panel. Is the procession enters the convocation hall/pandal, all those present shall rise and remain standing until the members of the procession have taken their respective seats.

18. The Registrar shall declare the convocation open with the permission of the Chancellor or in his absence with the permission of the Vice-Chancellor. On a request from the Chancellor and in the absence of the Chancellor the Vice-Chancellor will permit the candidates to be presented. The following shall be the order of the presentation-

1. Honorary Degrees, if any
2. D.Litt.
3. Ph.D.
4. Post-Graduates

Degrees in the following faculties-

1. Faculty of Music
2. Faculty of Dance
3. Faculty of Visual Arts
4. Faculty of Arts and Languages.
5. Faculty of Folk Music & Arts

19. The Deans of their respective faculties shall present all the candidates for various degrees under the faculty and the Vice-Chancellor

shall admit the candidates present also in absentia to the degrees concerned. The Citation for the Deans of the faculties and the Vice-Chancellor shall be as prescribed by the Executive Council. Recipients of the degree shall remain standing while the Deans, and the Chancellor admits the candidates to the degree.

20. In the case of conferment of Honorary Degrees, the citation admitting the recipient to the degree may be modified by the Chancellor in a suitable manner. After the degrees have been conferred on regular and private candidates present at the convocation and also in absentia.

21. The Chancellor or in his absence the Vice-Chancellor shall then present the medals and prizes to the recipients of the medals and prizes who shall be called indents of the medals and prizes who shall be called individually by the Registrar and shall stand before the Chancellor shall be read out by the Registrar.

22. The Chancellor or in his absence the Vice-Chancellor shall then request the Chief Guest to address the convocation.

23. The convocation address will thereafter be delivered. The Registrar with the permission of the Chancellor and in his absence with the permission of the Vice-Chancellor will then declare the convocation closed and the procession will leave the convocation all shall remain standing till the procession moves out of the area.

24. Notwithstanding anything contained in the Statute the Chancellor may suspend holding of the annual convocation or convocations. In such case the degrees will be sent to the candidates duly signed by the Vice-Chancellor at their addresses. The Registrar shall notify the suspension of the convocation and invite applications from the candidates who desire to take the degree and shall fix the last date for receipt of such applications. The degree will be sent to those candidates who have applied for obtaining the degrees on payment of a fee Prescribed by the university from time to time plus postal charges. The candidates who do not apply within due date for obtaining degrees shall be given degree as in the case of absentia and the fee fixed for degree in absentia. The dates on such degree shall be the date fixed by the Vice-Chancellor on the recommendation of the Standing Committee of the Academic Council.

25. The Degree award date/s shall be within 180 days of the date/s by which the students are expected to qualify and become eligible for them. Furthermore, in order to facilitate timely disbursement of the Degrees. University may consider disbursing the degrees of the candidates through their respective colleges.

26. In addition to the schedules for academic activities like courses and examinations, the calendar shall also include the date for Degree awards.

27. If necessary, the University may schedule Degree awards more often than once in a year and the same shall be included in its academic calendar.

CHAPTER-XIII

60. CREATION AND FILLING UP OF TEACHING POSTS

(1) Teaching posts in universities, as far as feasible, may be created in accordance with the provisions contained in sec 29(1)(a) of the Act in a pyramidal order, that is, for instance, for one post of Professor, there shall be two posts of Associate Professors and four posts of Assistant Professors, per department.

Miscellaneous

Creation and
Filling up of
Teaching Posts

(2) All the sanctioned/approved posts in the university system shall

Work-Load	<p>be filled up on an urgent basis.</p> <p>61. WORK-LOAD</p> <p>(1) The workload of the teachers shall be as per U.G.C / State Government guidelines.</p>
Other Provisions	<p>62. OTHER PROVISIONS</p> <p>Save as otherwise provide a these statutes, other provisions, not covered by these statutes shall be governed by the relevant provisions of University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges).</p> <p style="text-align: center;">CHAPTER-XIV</p> <p style="text-align: center;">EMPLOYMENT OF THE DEPENDENT OF DECEASED EMPLOYEES OF THE UNIVERSITY</p> <p>63. In case a permanent employee, while in service, dies and the wife or husband, as the case may be, who is not already employed under the Central Government or any State Government or any Board or Corporation owned or controlled by the Central Government or the State Government (in which the University is included) a member of his family who is not already employed under the Central Government or the State Government (in which the University is included), may be appointed by the University for relaxation in procedure of selection and maximum age-limit, in a vacant non-teaching post of direct recruitment of Class III or Class IV provided that he applies for within 5 years' commencing from the date of the death of the employee and possesses minimum educational qualification for such a vacant non-teaching post.</p> <p>Explanation- For the purpose of this Statutes -</p> <p>(1) 'dependant' means the son, unmarried or widowed daughter, widow or the widower of the deceased;</p> <p>(2) 'employee' includes teacher/non-teaching employed in the institution.</p> <p style="text-align: center;">CHAPTER-XV</p>
Employment of the Dependent of Deceased employees of the University	<p>64. In these Statutes unless there is anything repugnant in the subject or context-</p> <p>(1) "Examiner" means the Examiner, Local Fund Account, U.P.</p> <p>(2) "Government" means the Government of Uttar Pradesh.</p> <p>(3) "Officer of the University" means an officer mentioned in any of the clause (c) to (h) of Section 9 of the Act.</p>
Definitions	<p>65. (1) In any case where the Examiner is of the opinion that there has been a loss, waste or misapplication, which includes misappropriation or unjustifiable expenditure of any money or property of the university as a direct consequence of neglect or misconduct of an officer he may call upon the officer to explain in writing why such officer should not be surcharged with the amount of such loss, waste or misapplication of money or the amount which represents the loss, waste or misapplication of property and such explanation will be furnished within a period not exceeding two months from the date such requisition is communicated to the person concerned.</p> <p>Provided that explanation from any of the officers other than the Vice-Chancellor shall be called for through the Vice-Chancellor.</p> <p>Note: (1) Any information required by the Examiner, or by a person appointed by him for the purpose, for preliminary inquiry shall be furnished and all connected papers and records shown to him by the officer (or if such information, papers or records are in possession of a person other than the said officer, by such person) within a reasonable time not exceeding two weeks in any case.</p>
Surcharge	

(2) Without prejudice to the generality of the provisions contained in clause (1) the Examiner may call for the explanation in the following cases:-

(a) Where expenditure has been incurred in contravention of the provisions of these Statutes or of the Act or of the Ordinances or regulations made thereunder,

(b) where loss has been caused by acceptance of a higher tender without sufficient recorded reasons;

(c) Where any sum due to the University has been remitted in contravention of the provisions of these Statutes or the Act or the Ordinances or regulations made thereunder;

(d) Where loss has been caused to the University by neglect in realizing its dues; Where loss has been caused to the funds or property of the University on account of want of reasonable care for the custody of such money or property.

(3) On the written requisition of the officer from whom an explanation has been called the University shall give him necessary facilities for inspection of the connected records. The Examiner may, on an application from the officers concerned, allow a reasonable extension of time for submission of his explanation if he is satisfied that the officer charged has been unable for reasons beyond his control to inspect the connected records for the purpose of furnishing his explanation.

Explanation- Making of an appointment in contravention of the Act or the Statutes or the Ordinances made thereunder shall amount to misconduct and payments to the person concerned of salary or other dues on account of such irregular appointment will be deemed to be a loss, waste or misapplication of university money.

After the expiry of the period prescribed and after considering the explanation, if received within time, the Examiner may surcharge the officer with the whole or a part of the sum for which such officer may in his opinion be liable:

Provided that in the case of loss, waste or misapplication accruing as a result of neglect or misconduct of two or more officers each such officer shall be jointly and severally liable:

Provided also that no officer shall be liable for any loss, waste or misapplication after the expiry of ten years from the occurrence of such loss, waste or misapplication or after the expiry of six years from the date of his ceasing to be such officer whichever is later.

66. An officer aggrieved by an order of surcharge passed by the Examiner may prefer an appeal to the Commissioner of the division in which the University is situated within thirty days from the date on which such order is communicated to him. The Commissioner may confirm, rescind or vary the order passed by the Examiner or may pass such order as he thinks fit. The order so passed shall be final, and no appeal shall lie against it.

Appeal against
order of
Surcharge

67. (1) The officer who has been surcharged shall pay the amount of surcharge within sixty days from the date on which such order is communicated to him or within such further time, not exceeding one year, from the said date as may be permitted by the Examiner:

Payment of
Surcharge

Provided that where an appeal has been preferred against the order of surcharge passed by the Examiner all proceedings for recovery of the amount from the person who has preferred the appeal may be stayed by the Commissioner until the appeal has been finally decided.

(2) If the amount of surcharge is not paid within the period specified in clause (1) it shall be recoverable as arrears of land revenue.

68. Where a suit is instituted in a Court to question an order of surcharge and the Examiner or the State Government is a defendant in such a suit, all cost incurred in defending the suit shall be paid by the University and it shall be the duty of the University to make such payment without any delay.

Suit against
order of
Surcharge

69. All existing Statutes and all such Ordinances of the University, as are inconsistent with these Statutes, shall to the extent of such inconsistency, be rescinded and shall forthwith cease to have effect except as respects things done or omitted to be done before such recession.

Recession

Form of
Agreement with
Members of
Teaching Staff
of the University

APPENDIX 'A'
(See Chapter IX)
FORM OF AGREEMENT WITH MEMBERS OF TEACHING
STAFF OF THE UNIVERSITY

Agreement made thisday of20....., between Sri..... of first part the University of..... (hereinafter called "the University") of the other part:

It is hereby agreed as follows:

(1) That the University hereby appoints shri/ shrimati/ km.....to be a teacher of the University with effect from the date the party of the first part takes charge of the duties of his/her office, and the party of the first part, hereby accepts the engagement, and undertakes to take such part, and perform such duties in the University as may be required of his/her, including the management and protection of the University property or funds, the organization of instruction the teaching formal or informal and the examinations of students, the maintenance of discipline and the promotion of students' welfare in connection with any curricular or residential activities and perform such extra-curricular duties of the University as may be entrusted to him/her and to submit himself/herself to the officers under whom he/she is for the time being placed by the authorities of the University and shall abide by and conform to the Code of Conduct for teachers laid down by the University as amended from time to time.

Provided that the teacher shall be on probation for a period of one year in the first instance and the Executive Council may on its discretion extend the period of probation by one year.

(2) That, the party of first part shall retire in accordance with the provisions of the Statutes of the University.

(3) The scale of pay attached to the post of teacher to which the party of the first part is appointed shall be the party of the first part shall from the date he/she takes charge of his/her said duties be granted pay at the rate of Rs..... per mensem in the aforesaid scale and shall receive pay in the succeeding stages in the scale unless the annual increment is withheld in pursuance of the provisions of the Statutes:

Provided that where an efficiency bar is prescribed in the time scale, the increment next above the bar shall not be given to the party of the first part without the specific sanction of the authority empowered to withhold increment.

(4) That the party of the first shall obey, and to the best of his/her ability carry out the lawful directions of any officer, authority or body of the University, to whose authority he/she may while this agreement is in force, is subject under the Provisions of the said Act, or under any Statutes, Ordinances or Regulations made thereunder.

(5) That the party of the first part hereby under- takes to abide by and conform to the Code of Conduct laid down for the teachers, by the University, as amended from time to time.

(6) That on the termination of this agreement from whatever cause, the party of the first part shall deliver up to the University all books, apparatus, record and other articles belonging to the University that may be in his possession.

(7) In all matters, the mutual rights and obligations of the parties hereto shall be governed by the Statutes and Ordinances of the University, for the time being in force, which shall be deemed to be incorporated herein and shall be as such a part of this agreement as if they were reproduced herein, and by the provisions of Bhatkhande Sanskriti Vishwavidyalaya Act, 2022.

In witness whereof the parties hereto affix their hands and seal on the day year first above written.

.....
Signature of the Teacher

.....
Signature of the Finance Officer
Representing the University.

Witness:

1.

2.

APPENDIX 'B'**CODE OF CONDUCT FOR TEACHERS**

Whereas a teacher, conscious of his responsibilities and trust placed in him to mould the character of the youth and to advance knowledge, intellectual freedom and social progress, is expected to realize that he can fulfill the role of moral leadership more by example than by precept through a spirit of dedication, moral integrity and purity in thought, word and deed.

Now, therefore, in keeping with the dignity of his calling, this code of conduct is hereby laid down to be truly and faithfully observed:

(1) Every teacher shall perform his academic duties with absolute integrity and devotion.

(2) No teacher shall show any partiality or bias in the assessment of the students nor shall he practice victimization against them.

(3) No teacher shall incite one student against another or against his colleagues or the Alma Mater.

(4) No teacher shall discriminate against any pupil on grounds of caste, creed, sect, religion, sex, nationality or language. He shall also discourage such tendencies, amongst his colleague's subordinates and students, and shall not try to use the above considerations for the improvement of his own prospects.

(5) No teacher shall refuse to carry out the decision of the appropriate bodies and functionaries of the University or the college, as the case may be.

(6) No teacher shall divulge any confidential information relating to the affairs of the University or college, as the case may be, to any person not authorized in respect thereof.

(7) No teachers shall run any other business Part time home teaching (tuition) and coaching classes.

(8) The teachers shall remain available to the students for necessary assistance and guidance even after the classes without any remuneration.

(9) With a view to completing the educational programme, a teacher shall take leave only in unavoidable circumstances with the prior permission as far as possible.

(10) The teacher shall remain engaged in developing his/her academic achievements by a continuous study, research and training.

(11) Every teacher shall provide assistance in the University or College, as the case may be, in educational responsibilities e.g. in admission, helping and counseling to students, conducting of examination, invigilation, supervision evaluation of answer books, teaching and other curricular activities of the University or College.

(12) As per the ideals of democracy, patriotism and peace, teacher shall create the feeling of respect among students towards scientific temperament and physical labour.

By order,

MUKESH KUMAR MESHARAM,

Pramukh Sachiv.