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PROVINCIAL ASSEMBLY OF THE PUNJAB

NOTIFICATION

January 12, 2022

No. PAP/Legis-3(90)/2021/2730. The University of Rawalpindi Bill 2021, having been passed by the Provincial Assembly of the Punjab on December 28, 2021, and assented to by the Governor of the Punjab on January 12, 2022, is hereby published as an Act of the Provincial Assembly of the Punjab.

THE UNIVERSITY OF RAWALPINDI ACT 2021

ACT V OF 2022

[First published, after having received the assent of the Governor of the Punjab, in the Gazette of the Punjab (Extraordinary) dated January 12, 2022.]

An
Act

to provide for the establishment of University of Rawalpindi

WHEREAS it is expedient to provide for the establishment of the University of Rawalpindi, in the private sector and to provide for matters ancillary thereto;

Be it enacted by Provincial Assembly of the Punjab as follows:

1. Short title and commencement.— (1) This Act may be cited as the University of Rawalpindi Act 2021.

(2) It shall come into force at once.

2. Definitions.— In this Act, unless there is anything repugnant in the subject or context:

- (a) "Academic Council" means the Academic Council of the University;
- (b) "Act" means the University of Rawalpindi Act 2021;
- (c) "Affiliated college" means an educational institution affiliated to the University but not maintained or administered by it;
- (d) "Authority" means any of the Authorities of the University specified or set up in terms of section 19;
- (e) "Board" means the Board of Governors of the University;
- (f) "Chairperson" means the Chairperson of the Board of Governors of the University;
- (g) "Chancellor" means the Governor of the Punjab;

- (h) "College" means a constituent college or an affiliated college;
- (i) "Commission" means Higher Education Commission established under the Higher Education Commission Ordinance 2002 (LIII of 2002);
- (j) "Constituent College" means a college maintained and administered by the University;
- (k) "Controller of Examinations" means the Controller of Examinations of the University;
- (l) "Dean" means the Head of a Faculty of the University;
- (m) "Department" means a teaching department maintained and administered, or recognized by the University in the manner prescribed;
- (n) "Director" means the Director of the University;
- (o) "Examination Board" means Examination Board of the University;
- (p) "Faculty" means an administrative and academic unit of the University consisting of one or more departments or constituent colleges as may be prescribed;
- (q) "Foundation" means Fiza Foundation Registered under the Societies Registration Act, 1860 (XXI OF 1860);
- (r) "Government" means the Government of the Punjab;
- (s) "Head of the Department" means the head of a department of University;
- (t) "Institute" means an educational and research Institute maintained and administered by the University;
- (u) "Principal" means the Head of a College/Institute;
- (v) "Pro Rector" means the Pro Rector of the University;
- (w) "Punjab Higher Education Commission" means Punjab Higher Education Commission established under the Punjab Higher Education Commission Act 2014 (I of 2015);
- (x) "Rector" means the Rector of the University;
- (y) "Registrar" means the Registrar of the University;
- (z) "Registered Graduate" means a graduate of the University who has his/her name entered in the register maintained for the purpose;
- (aa) "Schedule" means a Schedule to the Act;
- (bb) "Statutes", "Regulations" and "Rules" mean respectively the Statutes, the Regulations and the Rules made under this Act and for the time being in force;
- (cc) "Teachers" include Professor, Associate Professor, Assistant Professor and Lecturers engaged by the University, or by a constituent or affiliated college and such other persons as may be declared to be teachers by Regulations;
- (dd) "Treasurer" means the Treasurer of the University;
- (ee) "University" means the University of Rawalpindi; and
- (ff) "Vice Chairman" means Vice Chairman of the Foundation.

3. Establishment of the University.— (1) The Government shall, by notification in the official Gazette establish the University of Rawalpindi, in the private sector.

(2) The University shall be a body corporate by the name of University of Rawalpindi and shall have perpetual succession and a common seal, and may sue and may be sued by the said name.

(3) The University consists of the following, namely:—

- (a) the Chancellor;
- (b) Chairperson and members of the Board;
- (c) Rector and Pro Rector;
- (d) Heads of Departments and Deans;
- (e) Members of an Authority;
- (f) teachers and students of the University and its constituent units; and
- (g) other officers and members of the Staff of the University as the Board may specify from time to time.

(4) The University shall be competent to acquire and hold property, both moveable and immovable, and to lease, sell or otherwise transfer any movable and immovable property which may have become vested in or been acquired by it.

(5) Rawalpindi Hospital affiliated with the University shall provide prescribed teaching and training facilities to the University.

4. Functions and Powers of the University.- The University shall:

- a. provide instructions and training in;
 - i. Faculty of Sciences and Professional Technologies;
 - ii. Faculty of Law, Fiqh and Islamic Sharaih;
 - iii. Faculty of Languages and Humanities;
 - iv. Faculty of Social Sciences and Management Studies;
 - v. Faculty of Pharmaceutical Sciences;
 - vi. Faculty of Medicine and Allied Health Sciences;
 - vii. Faculty of Conventional Medicine;
 - viii. Faculty of Engineering and Information Technology;
 - ix. Faculty of Agro Organics;
 - x. Faculty of Arts, Design and Architecture; and
 - xi. Such other branches of knowledge, as the Board may determine with the prior approval of Chancellor, given on the recommendations of committee constituted by the Government and, where applicable, subject to the prior approval of the relevant statutory body of professional education.
- b. establish maintain and administer its departments, constituent colleges, offices, research or study centers and other facilities including teaching hospitals as the Board may determine;
- c. make provisions for research, application, advancement and dissemination of knowledge;
- d. affiliate itself or associate with any other institutions or universities and relevant bodies for imparting education at national and international level;
- e. prescribe courses of studies to be conducted;
- f. decide virtual, online and distance learning programs and degrees in order to ensure the conduct of most effective educational and training programs in the light of policy on the subject made by the Board of Governors;
- g. hold examination and award or confer degrees, diplomas, certificates and other academic distinctions to persons who have qualified its examinations under prescribed conditions;
- h. prescribe the terms and conditions of employment of the officers, teachers and other employees of the University;
- i. engage, where necessary, persons on contract for a specified duration and specify the terms of the engagement;
- j. institute programs for the exchange of students and teachers between the University and other Universities, educational institutions and research organizations at national and international level;
- k. provide career counseling and job-search services to the students and alumni;
- l. maintain linkages with alumni;
- m. provide for and support the academic development of the faculty of the University;
- n. confer degrees on a person who has successfully conducted research in the prescribed manner;
- o. accept or refuse an examination and the period of study spent by a student of the University at any other university or place of learning equivalent to an examination or period of study of the University as it may determine;
- p. co-operate with a public authority, university or private organization in the manner as may be prescribed;
- q. act as examining body for its affiliated units, colleges and centers including secondary and higher secondary level;
- r. institute Professorship, Associate Professorship, Assistant Professorship and Lectureship and any other posts and to appoint persons thereto;
- s. create posts for research, extension, administration and other related purposes and to appoint persons thereto;

- t. establish other institutions/departments/faculty/organization for the purpose of education and research;
- u. provide for the residence of the students, establish and maintain halls of residence;
- v. provide for education and scholarship in such branches of knowledge as it may deem fit, and to make provision for research, service to society and for the application, advancement and dissemination of knowledge at National and International levels through online, virtual, satellite, television, internet etc. or through conventional methods;
- w. maintain order, discipline and security in the University;
- x. promote the extra-curricular and recreational activities of the students and to make arrangements for promoting their health and general welfare of the students;
- y. demand and receive such fees and other charges from the students as it may determine;
- z. make provision for research advisory or consultancy services and to enter into arrangements with other institutions, public or private body commercial or industrial enterprise under prescribed manner;
- aa. print and publish research or any other work;
- bb. confer honorary degrees or other distinctions on approved persons in the manner prescribed;
- cc. inspect colleges and other educational institutions affiliated or seeking affiliation with it;
- dd. establish academic linkages and collaborative activities with other institutions; and
- ee. perform any other prescribed or an ancillary function.

5. University open to all.— Subject to such reasonable restrictions as may be prescribed, the University shall be open to all persons and admission to, or privileges of, the University shall not be denied merely on the basis of gender, religion, race, creed, class or colour.

6. Jurisdiction.— (1) The jurisdiction of the University shall extend to the province of the Punjab.

(2) The University shall not open any sub-campus or affiliate any other educational institution for a period of ten years from the commencement of this Act after which period it may have sub-campuses and, or affiliate any other educational institution with the approval of Chancellor.

7. Teaching at the University.— (1) All recognized teaching in various courses shall be conducted by the University or the college(s)/institute(s)/study center(s) in the prescribed manner and may include lectures, tutorials, discussions, seminars, demonstrations, distance learning, online teaching and other methods of instruction as well as practical work in the laboratories, hospitals, workshops and other organizations.

(2) The authority responsible for organizing recognized teaching shall be such as may be prescribed.

8. Officers of the University.— The following shall be the Officers of the University namely:—

- (a) Rector
- (b) Pro Rector
- (c) Directors;
- (d) Deans;
- (e) Heads of Departments;
- (f) Principals of the constituent colleges;
- (g) the Registrar;
- (h) the Treasurer;
- (i) the Librarian;
- (j) the Controller of Examinations; and
- (k) such other persons as may be prescribed by the statutes or regulations to be the officers of the University.

9. Chancellor.— (1) The Chancellor shall, when present, preside at the Convocation of the University. In the absence of Chancellor, the Board of Governors may request a person of eminence or the Chairperson Board of Governors to preside over the Convocation of the University.

(2) The University may confer honorary degree on a person of eminence with the prior approval of the Chancellor.

(3) The Chancellor may approve the draft statutes submitted by the Board or refer the statutes back to the Board for reconsideration.

(4) In the performance of his functions under the Act, the Chancellor shall act and be bound in the same manner as the Governor of Province acts and is bound under Article 105 of the Constitution of the Islamic Republic of Pakistan.

10. Inspection and inquiry.— (1) The Chancellor may direct the inspection or inquiry into the affairs of the University.

(2) The Chancellor shall convey his views with regard to the result of the inspection or inquiry to the Board and may, after ascertaining the views of the Board, direct the Board to take the remedial action.

(3) The Board shall, within the time specified by the Chancellor, submit a report to the Chancellor about the action taken on his direction.

(4) If the Board fails to take action to the satisfaction of the Chancellor within the specified time, the Chancellor may issue such directions as he thinks fit and the Board shall comply with the directions.

(5) The Chancellor may, on the recommendation of a committee constituted by him and comprising of a nominee of the Board and a Professor Emeritus or Rector of any university, take such action against the University as he may deem appropriate.

(6) The Chancellor shall not take any action under subsection (5), unless the Chairperson of the Board is afforded an opportunity of hearing.

(7) The Chancellor may set aside a decision or action of the Board, which, in the opinion of the Chancellor, is against the interest of academic excellence, religious or cultural ideology or national integrity.

11. Rector.— (1) The Chancellor shall, on the recommendations of the Board, appoint a person as Rector for a period of three years on such terms and conditions as the Board may determine.

(2) The Board shall determine the terms and conditions of service of the Rector.

(3) The Rector shall be the person who possesses the prescribed qualifications and experience.

(4) The Rector shall perform functions as are given in the Act or as are assigned to him by the Board.

12. Powers of the Rector.— (1) The Rector shall be the chief executive officer of the University, responsible for administrative and academic functions of the University and for ensuring that the provisions of the Act, rules, statutes and regulations are observed in all the affairs of the University.

(2) The Rector may attend a meeting of any Authority or body of the University.

(3) Subject to the conditions as the Board may specify, the Rector may, in an emergency, take any action which is not otherwise in the competence of the Rector with the approval of the Chairperson of the Board.

(4) Subject to the general supervision and control of the Board, the Rector may:

(a) direct a teacher, officer or other employee of the University to take up any assignment in connection with examination, administration or any other activity in relation to the University;

(b) sanction by re-appropriation an amount for an item not provided for in the budget of the University;

(c) make appointments of such categories of employees of the University and in such manner as may be prescribed;

(d) suspend, punish or remove, in the prescribed manner, an officer, teacher or employee of the University except those appointed by the Board;

(e) delegate, subject to such conditions as may be prescribed, any of

his powers to a teacher or officer of the University; and

(f) exercise such other powers as may be prescribed.

(5) The Rector shall prepare an annual report containing information as regards the preceding academic year including disclosure of all relevant facts pertaining to academics, research, administration and finances of the University including details of income and expenditures.

(6) The Rector shall, within three months of the end of an academic year, submit the annual report of the University to the Board.

(7) The Rector shall submit a detailed report of student intake, faculty and all other parameters determined by the Government from time to time within 15 days of completion of each admission intake of the University.

13. Acting Rector.— Subject to such conditions as may be prescribed, if the office of the Rector is vacant, or the Rector is absent or is unable to perform the functions of his office due to illness or some other cause, the Board shall make arrangements for the performance of the duties of the Rector by such other person as it may deem fit and, in case of permanent vacancy, the Board shall, within four months from the date of the vacancy in the office of Rector, send its recommendations to the Chancellor for the appointment of the Rector.

14. Pro Rector.— (1) The Pro Rector of the University shall be appointed by the Board on such terms and conditions as may be prescribed. Pro Rector will provide support to the Rector in planning and execution of tasks as prescribed by the Board.

(2) The Pro Rector shall represent the Rector as and when required and shall undertake such other responsibilities, duties and exercise powers as the Board may assign or delegate from time to time.

15. Registrar.— (1) The Board shall appoint the Registrar on such terms and conditions as may be prescribed.

(2) The Board shall not appoint a person as Registrar unless he possesses the prescribed qualifications and experience.

(3) The Registrar shall be a full-time officer of the University and shall—

(a) be the administrative head of the secretariat of the University and be responsible for the provision of secretarial support to the Board and the Rector;

(b) be the custodian of the common seal and the academic records of the University;

(c) maintain a register of the students and graduates in the prescribed manner;

(d) supervise the process of selection, appointment or nomination of a member of an Authority or body of the University in the prescribed manner; and

(e) perform such other duties as may be prescribed or as the Board may assign.

(4) The Registrar shall hold office for a renewable period of three years.

16. Controller of Examinations.— (1) The Board shall, on the recommendation of the Rector, appoint Controller of Examinations on such terms and conditions as may be prescribed.

(2) The Board shall not appoint a person as Controller of Examinations unless he possesses the prescribed qualifications and experience.

(3) The Controller of Examinations shall be a full-time officer of the University and shall be responsible for all matters connected with the conduct of examinations and shall perform such other duties as may be prescribed or assigned to him by the Rector or the Board.

(4) The Controller shall hold office for a renewable term of three years.

17. Treasurer.— (1) The Board shall, on the recommendation of the Rector, appoint the Treasurer on such terms and conditions as may be prescribed.

(2) The Board shall not appoint a person as Treasurer unless he possesses the prescribed qualifications and experience.

- (3) The Treasurer shall be the chief financial officer of the University and shall:
- (a) manage the assets, liabilities, receipts, expenditures, funds and investments of the University;
 - (b) prepare the annual and revised budget estimates of the University and present the estimates to the Board;
 - (c) ensure that the funds of the University are spent according to the budget or any other special arrangement; ensure that the accounts of the University are audited annually and are available for submission to the Board within six months of the end of a financial year; and
 - (d) perform such other functions as may be prescribed or assigned to him by the Rector or the Board.
- (4) The Treasurer shall hold office for a renewable term of three years.

18. Appointments.— The University may appoint the requisite number of persons in its service on such terms and conditions as the Board may determine.

19. Authorities.— The following shall be the authorities of the University:

- a. Board of Governors;
- b. Academic Council;
- c. Board of Faculties;
- d. Board of Advanced Studies and Research;
- e. Selection Board;
- f. Finance and Planning Committee;
- g. Board of Studies;
- h. Examination Board;
- i. Discipline Committee; and
- j. such other authority as may be prescribed by the Board.

20. Board of Governors.— (1) The Board of Governors shall consist of the following:

- a. Chairperson of the Board of Governors of the Foundation;
- b. Members of the Foundation subject to maximum of eight members to be nominated by the Chairman of the Foundation;
- c. Five persons, including at least two women, from amongst eminent scholars, business persons or academicians to be nominated by the Chairperson;
- d. Chairperson of Higher Education Commission or his nominee not below the rank of a Director;
- e. Chairperson of Punjab Higher Education Commission or his nominee not below the rank of Director;
- f. Vice Chancellor of a public-sector University in the Punjab nominated by the Chancellor;
- g. Secretary to the Government, Higher Education Department or his nominee not below the rank of a Deputy Secretary; and
- h. Rector.

(2) The Chairperson of the Board of Governors of the Foundation shall be the Chairperson of the Board and the Rector shall be the Secretary of the Board.

(3) The members of the Board, other than *ex-officio* members, shall hold office for a term of three years and shall be eligible for re-appointment on the expiry of their term of office.

(4) The quorum for a meeting of the Board shall be one half of the total number of members.

(5) The Secretary shall with the approval of the Chairperson of the Board, call a meeting of the Board.

(6) The Foundation may fill a casual vacancy occurring because of death or resignation of a member of the Board nominated by the Foundation to the extent of the remainder of the term of the former member.

21. Powers and duties of the Board.— (1) The administration and management of the affairs of the University shall vest in the Board.

(2) Without prejudice to the generality of the foresaid power, the Board may;—

- (a) formulate or approve the principles, policies and plans governing the activities and operations of the University so as to facilitate research, teaching and other academic work;
- (b) recommend the draft statutes to the Chancellor;
- (c) make or approve regulations;
- (d) create a component of the University such as Faculty, Department, Teaching Hospital, constituent college or institute, subject to the provisions of the Act;
- (e) constitute a committee, council and any other administrative or academic advisory body;
- (f) create such academic or administrative posts as it may deem necessary and to approve appointments to such posts as it may specify;
- (g) hold, control and administer the property, funds and resources of the University and raise funds for the purpose of the University on such security as may be required under the regulations;
- (h) undertake the responsibility for the financial viability of the University including responsibility for ensuring effectiveness of its operations, their continuity and preservation of the autonomy of the University;
- (i) consider and pass, through a resolution, the annual report, plan of work, statement of accounts and the annual budget estimates;
- (j) approve strategic plans;
- (k) call for and consider reports relating to the activities of the University and may direct the Vice Chancellor to furnish information relating to any matter specified by the Board; and
- (l) take all such initiatives as it may consider necessary or desirable for efficient and effective management and functioning of the University.

(3) The Board shall recommend the statutes to the Chancellor and the statutes shall come into force if the statutes are approved by the Chancellor with or without modification.

22. Business of the Board.— (1) The meetings and business of the Board shall be conducted in such manner and in accordance with such procedure as may be prescribed in the regulations.

(2) The statutes, regulations or proceedings of the Board shall not be invalid merely by reason of any vacancy or defect in the constitution of the Board.

23. Delegation of Powers.— (1) Subject to subsection (2), the Board may delegate to any person or committee any of its powers, duties or functions.

(2) The Board shall not delegate the functions to:

- (a) recommend the draft statutes and frame regulations;
- (b) recommend any action to the Chancellor or the Government;
- (c) appoint Registrar, Controller of Examinations or Treasurer; and
- (d) approve annual budget, annual report and audit reports.

24. Academic Council.— (1) The Academic Council shall consist of:

- a. Rector (Convener);
- b. all the Deans;
- c. all Head of Departments ;
- d. all the Professors of the University;
- e. two Associate Professors, two Assistant Professors and two Lecturers, including at least two women, to be nominated by the Board;
- f. three persons, including at least one woman, eminent in the field of art or science of whom at least one shall be from each category, to be nominated by the Board;
- g. Controller of Examinations;
- h. Librarian; and
- i. Registrar (Secretary).

(2)

A nominated member shall hold office for a renewable term of three years.

(3) The quorum for a meeting of the Academic Council shall be one half of the total number of members of the Academic Council.

25. Powers and Functions of the Academic Council.— (1) The Academic Council shall be the academic body of the University, and may, subject to the statutes, lay down proper standards of instruction, research, publication and examination and to regulate and promote the academic life of the University.

(2) Without prejudice to the generality of the foregoing powers and subject to the provisions of this Act, rules, statutes and regulations, the Academic Council may:

- (a) advise the Board on academic matters;
- (b) regulate the conduct of teaching, research and publications;
- (c) regulate the admission of students to the courses of studies and examination in the University;
- (d) regulate the conduct and discipline of the students
- (e) propose to the Board, a scheme for the constitution and organization of faculties, teaching departments, constituent colleges and institutes;
- (f) consider or formulate proposals for planning and development of teaching and research in the University;
- (g) recommend the regulations to the Board prescribing the courses of studies, the syllabi and the outlines of tests for the University examinations;
- (h) regulate the award of studentships, scholarships, exhibitions, medals and prizes;
- (i) recommend regulations to the Board for approval;
- (j) prepare an annual report on the academic performance of the University;
- (k) appoint or nominate members to various Authorities in accordance with the provisions of the Act; and
- (l) perform such other functions as may be prescribed by the statutes.

26. University Fund.— (1) There shall be a fund to be known as the University of Rawalpindi Fund which shall vest in the University and to which shall be credited all sums received by the University.

(2) The University may accept donations in the shape of land, vehicles, equipment or any other item that may facilitate the functioning of the University and all such donations shall be used, maintained and disposed of by the University in the prescribed manner.

27. Budget, audit and accounts.— (1) The budget of the University shall be approved and its accounts shall be maintained and audited in such manner as may be prescribed by the Board.

(2) The Board may approve the budget of the University, appropriations of accounts of the University and settle an audit para relating to the audit of the University.

(3) The Board may delegate the power of appropriation or re-appropriation of funds to any officer of the University.

28. Rules.— The Government may, by notification in the official Gazette, make rules for carrying out the purposes of the Act.

29. Statutes.— Subject to this Act and the rules, the Chancellor may approve statutes on the recommendation of the Board in order to provide for and to regulate any matter relevant to the University.

30. First Statutes.— Notwithstanding anything to the contrary contained in the Act, the statutes set out in the Schedule shall be deemed to be the statutes made under section 29 and shall continue to remain in force until amended or repealed in accordance with the provisions of the Act.

31. Regulations.— Subject to this Act, the rules and the statutes, the Board may frame regulations for the proper administration and management of the affairs of the University.

32. Removal of difficulties.— If any difficulty arises in giving effect to any provisions of the Act, the Government may, on the recommendations of the Board, within one year of the commencement of the Act, give such directions, not inconsistent with the Act, as it may consider necessary for the removal of such difficulty.

SCHEDULE
(see section 30)
THE FIRST STATUTES

1. Faculties.— (1) There shall be a Faculty for a teaching department or a group of teaching departments.

(2) The University shall include the following faculties and such other faculties as may be prescribed:

- (a) Faculty of Sciences and Professional Technologies;
- (b) Faculty of Law, Fiqh and Islamic Sharaih;
- (c) Faculty of Languages and Humanities;
- (d) Faculty of Social Sciences and Management Studies;
- (e) Faculty of Pharmaceutical Sciences;
- (f) Faculty of Medicine and Allied Health Sciences;
- (g) Faculty of Conventional Medicine;
- (h) Faculty of Engineering and Information Technology;
- (i) Faculty of Agro Organics;
- (j) Faculty of Arts, Design and Architecture; and
- (k) Such other branches of knowledge, as the Board may determine with the prior approval of Chancellor, given on the recommendations of committee constituted by the Government and, where applicable, subject to the prior approval of the relevant statutory body of professional education.

2. Board of Faculty.— (1) There shall be a Board of Faculty for each Faculty which shall consist of:

- (a) Dean of Faculty (Convener);
- (b) Professor and heads of departments in the Faculty;
- (c) two teachers, including at least one woman, to be nominated by the Academic Council owing to their specialized knowledge of the subjects which, though not assigned to the Faculty, have in the opinion of the Academic Council, important bearing on the subjects assigned to the Faculty;
- (d) two experts, including at least one woman, in the field from outside the University to be appointed by the Board;
- (e) one member to be nominated by the Rector;
- (f) Director ORIC; and
- (g) Director QEC.

(2) The members other than *ex-officio* members of a Board of Faculty shall hold office for a period of three years.

(3) The quorum for a meeting of a Board of Faculty shall be one half of the total number of members.

(4) A Board of Faculty, subject to the general control of the Academic Council and the Board, may:

- (a) co-ordinate the teaching and research work in the subjects assigned to the Faculty;
- (b) scrutinize the recommendations of a Board of Studies with regard to the appointment of paper-setters and examiners for graduate and postgraduate examinations and to forward the panels of suitable paper-setters and examiners for each examination to the Rector;
- (c) consider any other academic matter relating to the Faculty and to submit its report to the Academic Council;
- (d) prepare a comprehensive annual report regarding the performance of each department, Faculty, constituent college or institute for presentation to the Academic Council; and
- (e) Perform such other functions as may be prescribed by statutes.

(5) The Dean of the Faculty shall be the Chairperson and convener of the Board of Faculty.

(6) The Dean shall be appointed by the Board on the recommendations of the Rector from amongst the Professors of the Faculty and he shall hold office for a period of three years but shall be eligible for reappointment:

Provided that in a department or constituent college where there are less than three eligible Professors, the appointment shall be made from amongst the three senior most Professors and Associate Professors of the department or constituent college.

(7) The Dean shall present candidates for admission to degree, except an honorary degree, courses falling within the purview of the Faculty.

(8) The Dean shall have such powers and duties as may be prescribed by the Board on the recommendations of the Rector.

3. Academic Departments, constituent colleges and institutes.— (1) There shall be an academic department, constituent college or an institute for each subject or a group of subjects, as may be prescribed by the regulations and each academic department, constituent college or institute shall be headed by head of the department, principal of the constituent college and director of the institute, collectively called heads of departments.

(2) The Board shall, on the recommendations of the Rector, appoint the head of department from amongst the Professors or Associate Professors, other than a Professor already working as Dean, for a period of three years and the head of department shall be eligible for re-appointment.

(3) The head of department shall plan, organize and supervise the work of the department, constituent college or institute and shall be responsible to the Dean for the work of his department, constituent college or institute.

(4) The head of department shall, under the general supervision of the Rector and the Dean, exercise all the administrative, financial and academic powers and such other duties or powers as may be delegated to him.

(5) The head of department shall prepare a comprehensive annual report regarding the performance of the department, constituent college or institute at the graduate and postgraduate levels, Faculty research and development and submit this report to the Dean for evaluation.

4. Board of Advanced Studies and Research.— (1) The Board of Advanced Studies and Research shall consist of:

- (a) Rector (Chairperson);
- (b) all the Deans;
- (c) Controller of Examinations;
- (d) one University Professor from each Faculty, other than the Dean, to be appointed by the Board;
- (e) one member to be nominated by the Rector;
- (f) three members, including at least one woman, from the relevant field, research organizations and Government, to be nominated by the Board;
- (g) Director ORIC;
- (h) Director QEC; and
- (i) The Registrar (Secretary).

(2) The term of office of the members of the Board of Advanced Studies and Research other than *ex officio* members shall be three years.

(3) The quorum for a meeting of the Board of Advanced Studies and Research shall be one half of the total number of members.

5. Functions of Board of Advanced Studies and Research.— The Board of Advanced Studies and Research shall:

- (a) advise an Authority on all matters connected with promotion of advanced studies and research publication in the University;
- (b) consider and report to an Authority with regard to research degree of the University;
- (c) propose regulations regarding the award of a research degree;
- (d) appoint supervisors for a postgraduate research student and to approve title and synopsis of a thesis or dissertation;

- (e) recommend panels of names of examiners for the evaluation of a research examination; and
- (f) perform such other functions as may be prescribed by the Regulations.

6. Selection Board.— (1) The Selection Board shall consist of:

- (a) Rector (Convener);
 - (b) Dean of the Faculty concerned;
 - (c) Head of the Department concerned;
 - (d) one member of the Board to be nominated by the Board;
 - (e) one eminent scholar to be nominated by the Foundation;
 - (f) Director ORIC; and
 - (g) Director QEC.
- (2) The Registrar shall be the Secretary of the Selection Board.
- (3) The members other than *ex officio* members shall hold office for a period of three years.
- (4) Four members of the Selection Board shall constitute the quorum for a meeting of the Selection Board.
- (5) No member who is a candidate or whose family member is a candidate, for a post to which appointment is to be made, shall take part in the proceedings of the Selection Board for selection of a candidate on such post.
- (6) In selection of candidates for the post of Professor or Associate Professor, the Selection Board shall co-opt or consult three experts in the subject concerned and in selecting candidates for any other teaching post, two experts in the subject concerned, to be nominated by the Rector from a standing list of experts for each subject approved by the Board on the recommendation of the Selection Board.
- (7) The Board may revise the standing list of experts of a subject on the recommendation of the Selection Board.

7. Functions of the Selection Board.— The Selection Board shall:

- (a) consider the application and recommend to the Board the names of suitable candidates for appointment to teaching and other posts and recommend suitable salary for the selected candidate;
- (b) consider all cases of promotion of officers of the University and recommend the names of suitable candidates for such promotion to the Board; and
- (c) consider all cases of honoraria, allowances, incentives for teaching and other posts and submit specific recommendations to the Board for its consideration.

8. Finance and Planning Committee.— (1) The Finance and Planning Committee shall consist of:

- (a) Rector (Chairperson);
 - (b) all the Deans;
 - (c) Treasurer;
 - (d) one member of the Board to be nominated by the Board;
 - (e) one member of the Academic Council to be nominated by the Academic Council;
 - (f) Registrar;
 - (g) Director ORIC;
 - (h) Director QEC; and
 - (i) One nominee of the Foundation.
- (2) The term of office of the nominated members shall be three years.
- (3) Five members of the Finance and Planning Committee shall constitute the quorum for a meeting of the Finance and Planning Committee.

9. Functions of Finance and Planning Committee.— The Finance and Planning Committee shall:

- (a) prepare the annual statement of accounts and propose annual budget estimates and advise the Board thereon;
- (b) review periodically the financial position of the University;

- (c) advise the Board on all matters relating to fee structure, finance, investments and accounts of the University; and
- (d) perform such other functions as may be prescribed by the statutes.

10. Board of Studies.— (1) There shall be a separate Board of Studies for each subject or a group of subjects as may be prescribed by Regulations.

(2) Each Board of Studies shall consist of:

- (a) the Head of the teaching department (Convener);
- (b) all teachers of the teaching department; and
- (c) a maximum of two experts or teachers, other than the University teachers, to be appointed by the Rector according to the need of each Board of Studies.

(3) The members other than ex-officio members of Board of Studies shall hold office for a term of three years and shall be eligible for re-appointment on the expiry of their term of office.

(4) The quorum for a meeting of the Board of Studies shall be one-half the total number of members, a fraction being counted as one.

11. Functions of Board of Studies.— A Board of Studies shall perform the following functions:

- (a) advise the authority on all academic matters connected with instruction, publication, research and examination in the subject or subjects concerned;
- (b) propose curricula and syllabi for all degree, diploma and certificate courses in the subject or subjects concerned;
- (c) suggest a panel of names of paper setters and examiners in the subject or subjects concerned; and
- (d) undertake such other functions as may be prescribed by the Regulations.

12. Discipline Committee.— (1) The Discipline Committee shall consist of:

- (a) the Convener;
- (b) one Professor;
- (c) two Associate Professors / Assistant Professors; and
- (d) the teacher or officer-in-charge of students' affairs by whatever name called (Member/Secretary).

(2) The Committee shall be constituted on terms and conditions as prescribed by the Board.

(3) The quorum for a meeting of a Discipline Committee shall be three members.

13. Functions of the Discipline Committee.— The functions of the Discipline Committee shall be to:

- (a) propose Regulations to the Academic Council relating to the conduct of University students, maintenance of discipline and breach of discipline; and
- (b) perform such other functions as may be prescribed.

14. Examination Board.— (1) There shall be an Examination Board of the University to be constituted on the terms and conditions as prescribed by the Board on its sole discretion.

(2) The Examination Board shall administer examination at all academic levels to all private candidates, government schools and colleges (evening, distance and online teaching programs), institutes, (including health, technical and vocational institutes) non-government schools, colleges and their students at national and international level under the rules as determined by the Board.

(3) The Examination Board shall be the member of IBCC.