

SPEED - POST

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December, 2007

To

The Vice-Chancellor
All Deemed to be Universities.

Subject: UGC (Institutions Deemed to be Universities) Regulations, 2007.

Sir,

Section 3 of the UGC Act, 1956 provides as under:-

“The Central Government may, on the advice of the Commission, declare by notification in the Official Gazette, that any institution for higher education, other than a University, shall be deemed to be a University for the purposes of this Act, and on such a declaration being made, all the provisions of this Act shall apply to such institution as if it were a University within the meaning of clause (f) of the Section 2.”

This provision has been made in the Act to bring under the purview of the University Grants Commission institutions which, for historical reasons or for any other circumstances, are not universities and yet are doing work of a high standard in specialized academic field comparable to a university and that granting of the status of a university would enable them to further contribute to the cause of higher education which would enrich the institution and the university system.

The UGC guidelines for conferment of the Deemed to be University status approved in the year 2000 are operational at present. The matter related to revision of the present guidelines was under consideration of the UGC for quite some time. In order to incorporate modifications suggested by various Expert Committees, it was decided to frame comprehensive regulations, dealing with deemed to be universities. Accordingly, Chairman, UGC constituted an Expert Committee under the Chairmanship of Prof. K. Ramamurthy Naidu, Member, UGC to prepare regulations

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for the establishment and other operational mechanism of deemed to be universities. The Expert Committee has now submitted the draft regulations to the Commission. The Commission in its meeting held on 30th November, 2007 has decided that the draft regulations may be sent to all the deemed to be universities for their comments. A copy of the draft regulations is enclosed herewith.

In view of the above, you are requested to send your comments / suggestions on the draft regulations within 15 days from the issue of this letter failing which it will be presumed that you do not have any comments / suggestions to offer. The draft regulations are also available on the UGC website www.ugc.ac.in .

Yours faithfully,

Sd/-

(K.P. Singh)

**UNIVERSITY GRANTS COMMISSION
NEW DELHI**

UGC [INSTITUTIONS DEEMED TO BE UNIVERSITIES] REGULATIONS, 2007

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**UNIVERSITY GRANTS COMMISSION
NEW DELHI**

**UGC [INSTITUTIONS DEEMED TO BE UNIVERSITIES]
REGULATIONS, 2007**

In exercise of the powers conferred by clauses [f] & [g] of sub-section [1] of Section 26 of the University Grants Commission Act, 1956, the U.G.C. hereby makes the following Regulations, namely:-

1. SHORT TITLE, APPLICATION AND COMMENCEMENT:

- 1.1 These Regulations may be called the UGC [Institutions Deemed to be Universities] Regulations, 2007.
- 1.2 They shall apply to every Institution which has been declared by notification as Deemed to be University under Section 3 of the UGC Act, 1956, as also to those seeking to be declared as Deemed to be University under the Act.
- 1.3 They shall come into force with immediate effect.

2. DEFINITIONS:

In these Regulations, unless the context otherwise requires:

- 2.1 "Act" means the University Grants Commission Act, 1956 (Act 3 of 1956).
- 2.2 "Commission" means the University Grants Commission constituted under the Act.
- 2.3 "Constituent Institution/unit" means an institution/unit owned and managed by the same management and registered under the same Society or Trust under which the Deemed University is registered.

- 2.4 “Deemed University” means an Institution deemed to be University so declared by the Central Government under Section 3 of the Act.
- 2.5 “De-novo Institution” means a new institution created by the Central Government or a State/Union Territory (UT) Government [*or a Society or Trust*], so declared by the Central Government.
- 2.6 “Emerging area of knowledge” means such area of knowledge so notified by the Commission from time to time, having regard to the stage of development of studies and research in various disciplines as well as the potential and need for raising standards of study and research therein.
- 2.7 “Expert Committee” means committee of experts appointed by the Commission under the Regulations in this regard for specific purposes from time to time.
- 2.8 “Government” means the Central Government or the State/UT Government, as the case may be.
- 2.9 “Institution” means an institution of higher education engaged in teaching and research of high academic standards at the Master’s or higher Degree levels.
- 2.10 “Main Campus” means campus of the Deemed University at its Headquarters, wherein its major facilities, faculty, staff, students and academic Departments are located.
- 2.11 “Off-Campus Centre” means a centre of the Deemed University established by it outside the main campus, within or outside the territory of the State/Union Territory, operated and maintained by it as its constituent unit for teaching and conducting advanced research, with the Centre having its own facilities, faculty and staff.

2.12 “Off-Shore Campus” means a campus of the Deemed University established by it outside the country, operated and maintained by it as its constituent unit for teaching and conducting advanced research with its own complement of facilities, faculty and staff.

2.13 “Statutory/Regulatory body” means a body so constituted by a Central/State/UT Government legislation for setting and maintaining standards in the relevant areas of higher education, such as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), National Council for Teacher Education (NCTE), Bar Council of India (BCI), etc., or a professional/ regulatory body, such as the Directorate General of Shipping (DGS), etc.

3. OBJECTIVES OF DEEMED UNIVERSITY

The objectives for which Deemed University is established shall be:

3.1 to provide for higher education leading to excellence in such branches of learning as it may deem fit at the Master’s or higher Degree levels;

3.2 to provide for quality research and for the advancement and dissemination of knowledge;

3.3 to undertake programmes significantly contributing to the development of society;

3.4 to offer employment-oriented and inter-disciplinary courses at the post graduate level to meet regional and national aspirations and development needs of the country;

3.5 to provide for an innovative and flexible system of university level education in order to promote learning and encourage excellence in new fields of knowledge;

- 3.6 to enhance equitable access to quality higher education to all segments of society;
- 3.7 to undertake all such other acts and things as may be necessary for the advancement of knowledge.

4. ELIGIBILITY CRITERIA FOR AN INSTITUTION TO BE DECLARED AS A DEEMED UNIVERSITY

An institution applying to be declared as a Deemed University shall have to meet the following eligibility criteria:-

- 4.1 It shall have post graduate instruction of a high academic standard in its chosen fields of specialization / disciplines and shall have teaching programmes at the Master's or higher Degree levels in such disciplines.
- 4.2 It shall have quality research being pursued, as evidenced from publications of high standard for the advancement of knowledge.
- 4.3 It shall have made distinct contribution to the development of knowledge and enhanced the objectives of the university education system in its area of specialization and shall have the potential for further enriching the same.
- 4.4 It shall be competent and capable to undertake application oriented academic programmes which are relevant and useful to various development sectors and to the society in general.
- 4.5 It may have interface with society through extra mural, extension and field outreach activities.
- 4.6 It shall have been in existence for a minimum period of 10 years.
- 4.7 It shall have valid accreditation at the highest level by an accreditation agency recognized by the Commission.

4.8 It shall be registered either as a Society under the Societies Registration Act, or as a Trust under the Public Trust Act, with the Society or Trust having its Memorandum of Association (MoA) and Rules framed strictly in accordance with the models given in Annexures A and B.

4.9 It shall have the necessary financial and infrastructure viability for administering and maintaining the Institution as a Deemed University and a management capable of contributing to the university ideals and traditions and enhancing the quality of teaching, research and extension activities.

4.10 It shall have the following minimum infrastructure and other facilities:

4.10.1 Land and Buildings:-

- i) Not less than two acres of land at its main campus if it is located in metropolitan areas, five acres of land at its main campus, if it is located in other urban areas, or ten acres of land at its main campus, if it is located in non-urban areas.
- ii) Administrative Building of at least 1,000 sq. mts.
- iii) Academic Building, including library, lecture theatres and laboratories, of at least 10,000 sq. mts, of which the library alone being of about 2000 sq. mts.
- iv) Residence and hostels at least for 25% of the faculty, staff and students.
- v) In case the Institution is engaged in conducting professional programmes of study, the prevailing norms and standards of the Statutory/Regulatory body concerned shall be applicable, in addition to the above.

4.10.2 Academic Departments and Faculty :-

It shall have at least five postgraduate academic Departments with every Department having in position a minimum permanent faculty of one Professor, two Readers and three Lecturers having the prescribed qualifications and pay

scales together with the necessary supporting technical and ministerial staff as per the norms and standards laid down by the Statutory/Regulatory body concerned.

In exceptional cases where an Institution has less than five postgraduate academic Departments, it shall have a total of at least five Professors, ten Readers and fifteen Lecturers, who shall be in permanent service and in receipt of pay at least at the scales prescribed by the Commission.

4.10.3 Financial Viability :

The financial viability of the Institution shall be verifiable by the audited statements of accounts of the Institution for the preceding five years.

4.10.4 Equipment, Books and Journals:

Equipment, Books and Journals of the Institution shall be commensurate with the size and activities of the Institution and satisfying the requirements of the Statutory/Regulatory body concerned, but in no case, their total value shall be less than Rs. Two Crore for Institutions conducting professional programmes of study, and Rs., 50 lakh for Institutions conducting other programmes of study.

4.10.5 Corpus Fund:

In the case of Institutions not maintained or financed by the Government, the following Corpus Fund shall be created and maintained permanently in the name of the Institution by way of irrevocable Government Securities or other forms approved by the Commission:

- a. For Institutions conducting professional programmes, such as Engineering & Technology, Medicine, – Rs. 10.00 Crore

- b. For Institutions conducting programmes, such as Management, Law, Education – Rs. 7.50 Crore.
 - c. For Institutions conducting other programmes – Rs. 5.00 Crore.
 - d. For Institutions conducting both professional and other programmes – Rs. 15.00 Crore.
 - e. The Corpus Fund shall be augmented by Rs. 2 Crore and Rs. 5 Crore for each Off-Campus Centre and each Off-Shore Campus added, respectively. Such augmentation shall be pre-requisite for the establishment of each additional Off-Campus Centre and Off-Shore Campus.
 - f. The Commission shall have the power to direct any upward revision of the Corpus Fund from time to time.
 - g. The interest accrued on the Corpus Fund may be used only for the purpose of development and maintenance of the Institution.
 - h. In the event of dissolution of the Society or the Trust of the Deemed University, the Corpus Fund shall stand forfeited to the Commission.
- 4.11 All movable and immovable properties of the Institution shall remain legally vested in the name of the Institution in the manner as recognized under the Transfer of Property Act, 1882 or any other law which may be in force. However, in case the immovable property has been acquired by the Institution by way of lease, the lease shall be perpetual in nature and initially for at least 99 years.
- 4.12 Institutions affiliated to universities which are offering only conventional Degree programmes leading to award of Degrees such as B.A., B.Com., B.Sc., M.A., M.Com., M.Sc. etc. shall not be considered for being declared as a Deemed University.

4.13 Institutions which are imparting routine type of instruction to full-time students or offering training programmes for in-service personnel, or conducting only skill-oriented / production-related degree or diploma programmes shall not qualify for being declared as a Deemed University.

5. PROCEDURE FOR BEING DECLARED AS A DEEMED UNIVERSITY

a) Application

5.1 The Institution fulfilling the minimum eligibility criteria as laid down by the Commission from time to time for considering proposals for declaration as Deemed University may send its application in triplicate in the prescribed Proforma to the Secretary, Ministry of Human Resource Development, Department of Higher Education, Government of India.

5.2 It shall submit a certificate as also an undertaking along with its application to the effect that the professional programmes already being conducted by it, if any, have the approval of the relevant Statutory/Regulatory bodies like AICTE, MCI, DCI, NCTE, BCI, along with a duly attested copy of the letter of approval granted to it by such bodies.

5.3 Where the Institution is affiliated to a university, it shall also submit, along with its application, a certificate from the affiliating university to the effect that the students already admitted by it and presently enrolled with the university will continue in the university under the existing terms and conditions till they pass out.

5.4 The Ministry of Human Resource Development will refer the application to the Commission for its advice.

b) Action by the Commission

- 5.5 The Commission shall make a preliminary scrutiny of the application submitted by the Institution and, if necessary, write to the Institution pointing out the lacuna (e), if any, and calling for clarification / additional information / documents required. The Commission shall also write to the State/UT Government concerned to elicit its views on the application. In case no views are received by the Commission within 45 days of the issue of the letter, it shall be presumed that the State/UT Government has no views to offer on the application.
- 5.6 The Commission shall then examine the application with the help of an Expert Committee constituted by it for the purpose.
- 5.7 The Expert Committee so constituted shall have as one of its members a representative of the relevant Statutory/Regulatory body, who may have the authorization to remit the advice of the body concerned. The opinion of the representative may be sent to the relevant body for its views thereon with a request to communicate the same to the Commission within a period of 15 days from the dispatch of the letter. In case no views are forthcoming within 15 days, the Commission shall process the application on the presumption that the relevant Statutory/Regulatory body agrees with the opinion of its representative.
- 5.8 The Expert Committee shall, *inter alia*,
- a) scrutinize the application in detail;
 - b) visit the Institution, hold discussions with its major stake holders and make on the spot assessment of its academic viability to function as a Deemed University;
 - c) verify its records to ascertain its financial viability; and
 - d) submit a report to the Commission.

- 5.9 The report of the Expert Committee shall be examined by the Commission along with the views of the State/UT Government, if any, and the Statutory/Regulatory body concerned and thereafter the Commission shall submit its advice to the Ministry of Human Resource Development for its consideration.
- 5.10 The advice of the Commission shall state the reasons for advising the Central Government to declare the Institution as a Deemed University or otherwise, as also spell out the conditions, if any, and the number and names of institutions / units to be part of the Deemed University.

c) Action by the Government

- 5.11 If on the advice of the Commission, the Central Government decides to declare the Institution as a Deemed University, it may, in the first instance, issue a letter of intent in this regard, calling upon the Institution to produce documentary proof, in original, of the transfer of all movable and immovable properties in the name of the Institution within a period of two months from the date of receipt of the letter of intent.
- 5.12 After being satisfied that the Institution fulfills all the requirements as laid down in these Regulations, the Central Government may issue notification under Section 3 of the Act declaring the Institution as a Deemed University.
- 5.13 If on the advice of the Commission the Central Government comes to the conclusion that the Institution does not qualify to be declared as a Deemed University, it may inform the Institution accordingly through a letter stating reasons therefor.

(d) Review of decision

- 5.14 The decision not to declare an Institution as a Deemed University may be considered for review not before one year from the date of the earlier decision only on specific request for review made by the Institution concerned to the Central Government.
- 5.15 The Central Government may refer the matter to the Commission for its advice.
- 5.16 The Commission shall then initiate the process of review in the manner prescribed for scrutiny and evaluation of the original application by constituting a separate Expert Committee. This Committee shall be of at least the same size as the previous one that had recommended rejection earlier, with at least one expert member preferably from the previous Committee as its member.
- 5.17 There shall be no further review permissible of the decision taken not to declare the Institution as a Deemed University before the expiry of a period of three years from the date of the decision.

f) Transparency of action

- 5.18 The Commission shall post on its website all information about the status of each application.

6. DE-NOVO INSTITUTIONS

- 6.1 *An Institution in emerging areas of knowledge with potential for excellence, which fulfils Regulations 4.4, 4.8 and 4.11 and has the potential and undertakes to fulfill all other eligibility criteria of Regulation 4, except Regulations 4.6 and 4.7, within one year of making the application, may also be considered for declaration as Deemed University under the de-novo category.*

- 6.2 *On receipt of the application from an Institution seeking to be declared as a Deemed University under de-novo category through the Ministry of Human Resource Development for advice, the Commission shall follow the procedures in Regulations 5.5 to 5.10. The Expert Committee shall have the additional duty to decide, whether the Institution can be considered under de-novo category and whether it is an Institution in emerging areas of knowledge or not, before deciding to visit the Institution for inspection.*
- 6.3 *The Central Government may follow the procedure in Regulation 5.11 and, after being satisfied that the Institution fulfills the requirements as laid down in these Regulations, may issue notification declaring the Institution as a Deemed University provisionally under the de-novo category.*
- 6.4 *The Central Government may confirm the Institution as a Deemed University under de-novo category and issue notification under Section 3 of the Act after five years on the basis of five successive annual performance reports of an Expert Committee appointed by the Commission to review the same, being found satisfactory.*
- 6.5 *In case the Central Government decides not to declare the Institution as a Deemed University under the de-novo category, it shall inform the Institution accordingly.*

7. FUNDING

Institutions which are declared as Deemed Universities shall continue to receive the funds for their maintenance and developmental expenditure, including the salary and non-salary increases in expenditure and the future expansion, from the same funding sources which have been funding them prior to such declaration. Such Institutions may also supplement their finances.

8. ADMISSION AND FEE STRUCTURE

- 8.1 Admission of students shall be made strictly on merit on an All India basis in all the Deemed Universities through a common entrance test conducted either by the Commission or by an institution/ agency identified and approved by it.
- 8.2 Admission of foreign students to Deemed Universities shall be governed by the guidelines / directions of the Commission from time to time in this regard.
- 8.3 Admission to the various professional programmes of study, such as Engineering, Medical, Dental, Nursing, Pharmacy, Management, Law, Education shall be made in accordance with the Regulations framed by the Commission in consultation with the respective Statutory/Regulatory body.
- 8.4 The Deemed University shall preserve the records of admission till the admitted batch of students passes out.
- 8.5 The fee structure for various programmes of study in the Deemed Universities shall also be fixed in accordance with the Regulations framed by the Commission.

9. MAINTENANCE OF STANDARDS

The Deemed University shall maintain the minimum standards of instruction, academic and physical infrastructure, qualifications of teachers, etc. as prescribed by the Commission or by the Statutory/Regulatory body concerned, such as AICTE, MCI, DCI, NCTE, BCI, and shall obtain their approval for running various programmes of study in the Deemed University, wherever applicable.

10. NEW DEPARTMENTS, OFF-CAMPUS CENTRES AND OFF-SHORE CAMPUSES

- 10.1 A Deemed University shall normally operate within its own main campus and conduct approved programmes of study falling within the area of its specialization.
- 10.2 If a Deemed University wishes to start a new Department dealing with a subject which is not in the field of its specialization or in an allied field, it may do so only if that field is covered under the objectives for which the Deemed University was established, as per its MoA.
- 10.3 In case a Deemed University desires to start a new Department in a field not covered under its MoA, it shall amend its MoA with the approval of the Commission before opening the Department.
- 10.4 In deserving cases, a Deemed University may be allowed to operate beyond its approved geographical boundaries and start Off-Campus Centre(s)/ Off-Shore Campus(es).
- 10.5 A Deemed University intending to set up new Department(s) within its main campus or Off-Campus Centre(s)/ Off-Shore Campus(es) may apply seeking permission for this purpose only if it has:
- 10.5.1 been in existence as a Deemed University for a minimum period of five years;
- 10.5.2 earned a reputation for excellent and innovative teaching, which, inter alia, includes practicing academic and examination reforms like introducing modular structure, continuous internal evaluation, etc. and for meaningful and purposeful research and extension activities;
- 10.5.3 a good track record of conforming to the relevant regulations/norms of the Commission and other Statutory/Regulatory bodies regarding minimum standards of instruction, qualification of faculty, merit-based admission of students on an all India basis and reasonable fee structure;

- 10.5.4 obtained prior approval of the Statutory/Regulatory body to start the new Department/programme, and undertakes to comply with all the requirements of the said body.
- 10.5.5 mobilized adequate financial resources for starting the proposed new Department/ Off-Campus Centre/ Off-Shore Campus.
- 10.5.6 not entered into any franchise agreement with any organization for establishing and running the Off-Campus Centre/ Off-Shore Campus.
- 10.6.1 A new Department may be opened by a Deemed University only with the prior permission of the Commission.
- 10.6.2 A new Off-Campus Centre may be established by a Deemed University only with the prior approval of the Central Government which, in turn, may consider the views of the State / UT Government concerned where the Off-Campus Centre is proposed to be established.
- 10.6.3 An Off-Shore Campus may be set up by a Deemed University only after obtaining due permission from the Government of India on the recommendations of the Commission and that of the Government of the host country.
- 10.7 A Deemed University intending to start a new Department/ Off-Campus Centre/ Off-Shore Campus shall apply to the Commission in the prescribed proforma at least six months prior to the proposed date of starting the Department/ Centre/Campus.
- 10.8 The Commission shall cause spot visit/ verification of the proposed new department(s), Off-Campus Centre(s) and Off-Shore Campus(es) to verify the infrastructure facilities, programmes, faculty, financial viability, etc. before granting permission to start the Department/ Centre/Campus.
- 10.9 In case permission is not granted, the Deemed University may apply again for such permission only after one year from the date of rejection of its earlier application.

- 10.10 The Off-Campus Centre/Off-Shore Campus shall have adequate academic and physical infrastructure facilities as per the norms and standards prescribed by the Commission and the Statutory/Regulatory body concerned. Such facilities shall be proportional to the size and activities of the Centre/Campus.
- 10.11 The Off-Campus Centre/Off-Shore Campus shall be directly administered by the parent Deemed University in matters of admission, instruction, evaluation, conferring of degrees, etc.
- 10.12 The new Department/Off-Campus Centre/Off-Shore Campus shall offer only those programmes of study which are approved by the appropriate bodies of the Deemed University and the Statutory/Regulatory body concerned.
- 10.13 In the case of an Off-Shore Campus, the remittances of funds from/to the main campus shall be governed by the Reserve Bank of India rules.
- 10.14 The over-all performance of an Off-Campus Centre/Off-Shore Campus shall be monitored by the Commission whose directions on management, academic development and improvement shall be binding on the Centre/Campus.
- 10.15 If the functioning of the Centre/Campus of a Deemed University does not meet the standards stipulated by the Commission and remains unsatisfactory for three consecutive years, as assessed by the Commission, the Deemed University may be instructed by the Central Government on the advice of the Commission to close down the Centre/Campus concerned. In the interest of the students, the Commission may allow the Centre/Campus to function till the last batch of students enrolled therein, as on the date of such instruction, passes out. The Deemed University shall take appropriate steps to safeguard the interests of the faculty / staff at the Centre/Campus. In the event of closure of the Centre/Campus, the assets and liabilities thereof shall revert to the Deemed University.

11. INCLUSION OF OTHER INSTITUTIONS UNDER THE AMBIT OF DEEMED UNIVERSITY

- 11.1 A Deemed University may apply in the prescribed proforma for inclusion of institutions existing under the same management or new institutions as its constituent Institution/unit only after five years of its getting declared as a Deemed University.
- 11.2 All such institutions shall necessarily comply with the conditions that the Commission may insist upon in this regard from time to time, to prevent franchising of education.
- 11.3 If the institution existing under the same management is affiliated to a university, it shall be included in the ambit of the Deemed University only on its disaffiliation from the affiliating university.
- 11.4 The Deemed University shall then apply to the Ministry of Human Resource Development for inclusion of the institution under its ambit.
- 11.5 After taking the relevant steps of procedure given in Regulation 5, the Central Government may notify the inclusion of the institution under the ambit of the Deemed University on being satisfied that Deemed University has:
- a) earned a reputation for excellent and innovative teaching, for meaningful and purposeful research, for practicing academic and examination reforms like modular structure, continuous internal evaluation, etc. and for extension activities; and
 - b) a good track record of conforming to the relevant regulations/norms of the Commission and the Statutory/Regulatory body concerned regarding minimum standards of instruction, qualifications of teachers, merit-based admission of students on an all India basis and reasonable fee structure.

- 11.6 On the Institution coming under the ambit of the Deemed University, the Deemed University shall award degrees only to the students registered in the Institution after its becoming a part of the Deemed University. The students registered in the Institution prior to that shall receive their degrees from the university to which the Institution was affiliated at the time of their registration.
- 11.7 Once an Institution comes under the ambit of a Deemed University, it shall be on a par with an Off-Campus Centre of the Deemed University, and the regulations relating to Off-Campus Centres shall be applicable to it.
- 11.8 On the Institution coming under the ambit of a Deemed University, the entire movable and immovable property as well as the existing manpower of the Institution and its records (except those pertaining to the students who had already registered till they pass out of the Institution) shall stand transferred to the Deemed University.
- 11.9 If an Institution, not being under the same registered Society / Trust, is desirous of coming under the ambit of a Deemed University, it shall apply to the Society / Trust and become a constituent unit of the Society / Trust. Thereafter the Society / Trust shall follow these regulations to bring it under the ambit of the Deemed University.

Provided that no Deemed University shall be permitted to include more than two such Institutions under its ambit.

- 11.10 If the application of a Deemed University for bringing an Institution under its ambit is rejected for any reason, the Deemed University shall be eligible to apply again for the same only after one year from the date of rejection.

12. JOINT PROGRAMMES

A Deemed University may conduct joint academic programme(s) with other Universities/Deemed Universities in India and abroad with the prior approval of the Commission.

13. DEEMED UNIVERSITY OPEN TO ALL

Admission and employment in a Deemed University shall be open to all persons regardless of race, religion, caste or creed and the area/ place of residence in India.

14. DEEMED UNIVERSITY TO BE UNITARY

The Deemed University shall be a unitary institution with no powers to affiliate other institutions.

15. RESERVATION POLICY

The Deemed University shall implement the reservation policy in admission and recruitment, as per directions of the Central Government and/or the Commission in this regard.

16. DISTANCE EDUCATION

The Deemed University shall not be entitled to offer any distance education programme.

17. MEETINGS OF GOVERNING BODIES

The Deemed University shall conduct meetings of all Governing bodies, like Board of Governors, Academic Council, as per its MoA, and the minutes of each such meeting shall be sent regularly to the Commission for information and record.

18. PROHIBITION OF USE OF CERTAIN WORDS IN NOMENCLATURE

Educational institutions established by the Central Government alone may pre-fix the word "Indian/National Institute" with their respective names. Educational Institutions established by the State/UT Governments may prefix the words "State Institute" with their respective names, but not "Indian" or "National".

19. WITH DRAWAL OF DEEMED UNIVERSITY STATUS

19.1 After conducting an inspection of the Deemed University by the Commission on its own or on the basis of any other information or report received from any other source(s) and after considering the explanation submitted by the Deemed University, if the Commission is satisfied that the Deemed University has violated any of the provisions of these Regulations or any directives issued by the Commission, the Commission may advise the Central Government for withdrawal of the declaration notifying the Institution as a Deemed University. In the event of such withdrawal of the declaration, the entire movable and immovable properties of the Deemed University shall stand forfeited to the Commission.

19.2 If a Deemed University wishes to withdraw itself or its constituents from the Status of Deemed University, it may do so with the permission of the Central Government. Such a withdrawal shall take effect only after the last batch of students then enrolled passes out of the Deemed University.

20. JURISDICTION OF COURTS

The courts in the territory of Delhi alone shall have jurisdiction to entertain the disputes / issues arising out of the provisions contained in these Regulations.

UNIVERSITY GRANTS COMMISSION
Bhadur Shah Zafar Marg
New Delhi

Model Memorandum of Association to be adopted by the Institutions for grant of Deemed to be University status under Section 3 of the UGC Act, 1956

Every institution seeking to be declared as an institution deemed to be University under Section 3 of the UGC Act shall be registered as a Society or as a Trust with Trustees being appointed and vested with powers and duties.

Each such institution has to frame the Memorandum of Association in the form hereinafter detailed.

1. Name

The name of the Society/Trust shall be _____, hereinafter referred to as "the Institution".

2. Office

The registered office of the Institution shall be situated at _____ .

3. Objectives

The objectives of the proposed Deemed University shall be:

- (i) to provide for higher education leading to excellence in such branches of learning as it may deem fit at the Master's or higher Degree levels;
- (ii) to provide for quality research and for the advancement and dissemination of knowledge;
- (iii) to undertake programmes significantly contributing to the development of society;
- (iv) to offer employment-oriented and inter-disciplinary courses at the post graduate level to meet regional and national aspirations and development needs of the country;

- (v) to provide for an innovative and flexible system of university level education in order to promote learning and encourage excellence in new fields of knowledge;
- (vi) to enhance equitable access to quality higher education to all segments of society;
- (vii) to undertake all such other acts and things as may be necessary for the advancement of knowledge.

The objectives should be well – defined and well known to the students, teachers and non – teaching staff of the proposed Deemed to be University.

4. Interpretation of the Objectives

The Institution is established for public good and accordingly its objectives as set forth above shall mean such objectives and purposes as are regarded in law to be of charitable in nature.

5. Duties and responsibilities of the Institution

To carry out the above objectives and for the management of properties of the Institution, it shall have the following duties and responsibilities:

- (i) to establish programmes of study and research and to provide for instruction in such branches of study as the institution deems appropriate for the advancement of learning and dissemination of knowledge;
- (ii) to confer Degrees and to grant Diplomas and/ or Certificates to persons who have satisfactorily completed the approved programmes of study and/or research as may be prescribed and shall have passed the prescribed examinations thereof;
- (iii) to institute and award visitorship, fellowship, prizes, and medals;
- (iv)
- (v)
- (vi)

6. Institution Open to All

Admission and employment in the Deemed University shall be open to all persons regardless of race, religion, caste or creed and the area / place of residence in India. No test or condition shall be imposed as to the religious belief in admitting students or appointing members, teachers, workers or in any other connection whatsoever.

7. Admission

- 7.1 Admission of students shall be made strictly on the basis of merit in all Deemed to be Universities through a common entrance test conducted either by the University Grants Commission or by an Institution/ agency identified and approved by the Commission. (This shall apply also to those institutions which have already been given the deemed to be university status).
- 7.2 Admission of foreign students shall be governed by the guidelines / directions of the Commission from time to time in this regard.
- 7.3 Admission to the various professional programmes of study, such as Engineering, Medical, Dental, Nursing, Pharmacy, Management, Law, Education, shall be made in accordance with the Regulations framed by the Commission in consultation with the respective Statutory / Regulatory body.

8. Fees

- (i) No capitation fee shall be charged in any form in consideration for admission.
- (ii) The fee structure for various programmes of study shall be fixed in accordance with the Regulations framed by the Commission.
- (iii) No benefaction that involves conditions and obligations opposed to the spirit and objectives of the Institution shall be accepted by the Institution.

9. Income and Property of the Institution to be applied for the objectives only

The income and property of the Institution, howsoever derived, shall be utilized only for the promotion of the objectives as set forth in this Memorandum of Association.

10. Income and Property of the Institution not to be paid or transferred by way of profit

No portion of the income / property of the Institution shall be paid or transferred, directly or indirectly by way of profit, to the persons who were / are members of the Institution, provided that nothing herein contained shall prevent the payment in good faith or remuneration to any member thereof or any other person in return for any service rendered to the Institution or for traveling, halting and other similar charges.

11. Management of the Institution

The names, addresses, and occupations of the members of the first Board of Management to whom under the rules the management of the Institution is entrusted till the various authorities are constituted in accordance with the rules, are given below as required under the Societies Registration Act, 1860:

Name	Address	Occupation	Signature
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12. Review & Inspection

- 12.1 The Central Government/ Commission shall have the right to cause an inspection to be made of the Institution including its buildings, laboratories, its examinations, teaching and other work conducted or done by it; and to cause an enquiry to be made, if considered necessary, by the Central Government/ Commission, in respect of any matter of the Institution at any time.

- 12.2 After an inspection of the Deemed University by the Commission on its own, or on the basis of any other information or report received from any other source(s) and after considering the explanation submitted by the Deemed University, if the Commission is satisfied that the Deemed University has violated any of the provisions of relevant Regulations or any directives issued by the Commission, the Commission may advise the Central Government for withdrawal of the declaration notifying the Institution as a Deemed University. In the event of such withdrawal of the declaration, the entire movable and immovable properties of the Deemed University shall stand forfeited to the Commission.

Annexure B

MODEL RULES APPLICABLE TO DEEMED UNIVERSITIES

1. Short Title

These rules shall be called the Rules of the _____

2. Address of the Deemed University

The registered office of the Deemed University shall be situated at _____

3. Definitions

In these Rules, unless the context otherwise requires:

- (a) "Authorities" means the authorities of the Deemed University
- (b) "Bye-laws" means the bye-laws of the Deemed University
- (c) "President" includes President or Chancellor of the Deemed University
- (d) "Rules" means the Rules of the Deemed University
- (e) "Vice-Chancellor" includes the Vice-Chancellor or the Director of the Deemed University

4. Authorities of the Deemed University

The following shall be the authorities of the Deemed University:

- 1. Board of Management
- 2. Academic Council
- 3. Planning and Monitoring Board
- 4. Finance Committee
- 5. Board of Studies
- 6. Such other authorities as may be declared by the Bye-laws to be authorities of the Deemed University

5. Board of Management (BOM)

The Board of Management shall be a compact and homogeneous body enabling it promptly to take and implement well considered decisions and to effectively handle crisis situations.

5.1 Composition of the Board of Management

The Board of Management shall consist of: -

1. Vice-Chancellor.....Chairman
2. Deans of Faculties (if any) not exceeding three by rotation of seniority
3. Three nominees of the President
4. One nominee of the UGC
5. One nominee of the Central Government
6. One nominee of the funding agency identified by the President
7. Three teachers (Professors, Readers, Lecturers) by rotation of seniority
8. One nominee of the sponsoring Society
9. One nominee of statutory body concerned, identified by the President on rotation basis
10. The Registrar, who shall be the Secretary

Note :- (The Chairman of the Board of Management shall ordinarily be the Vice-Chancellor of the Deemed University. However, while suggesting the composition of the Board of Management, alternate proposals for appointment of a Chairman of the Board could be made).

5.2 Terms of Membership of the Board of Management

All the members of the Board of Management other than the ex-officio members and the members of the teaching staff shall hold office for a term of three years and shall be eligible for reappointment.

Members of teaching staff in the Board of Management shall hold office for a period of 2 years or till such time as they continue to be members of the teaching staff, whichever is less.

5.3 Powers of the Board of Management

The Board of Management shall be the principal organ of Management and principal executive body of the Deemed University and shall have the following powers, namely:

- i) To establish, on the advice of the Academic Council, Divisions and Departments for the academic work and functions of the Deemed University and to allocate areas of study, teaching and research to them;

- ii) To create teaching and academic posts, to determine the number, cadres and qualifications thereof as approved by the University Grants Commission, and statutory body concerned and the emoluments of such posts in consultation with the Finance Committee;
- iii) To appoint such Professors, Readers, Lecturers and other academic staff as may be necessary on the recommendation of the Selection Committee;
- iv) To lay down the duties and conditions of service of the Professors, Readers, Lecturers and other academic staff of the Deemed University in consultation with the Academic Council;
- v) To provide for appointment of Visiting fellows and Visiting Professors;
- vi) To create administrative, ministerial and other necessary posts in terms of the cadres laid down and to make appointment thereof in consultation with the Finance Committee;
- vii) To constitute, for the benefit of the teaching, academic, technical, administrative and other staff in such manner and subject to such conditions as may be prescribed by the Bye-Laws, such pension, insurance, provident fund and gratuity as it may deem fit and aid in the establishment and support of Association, Institutions, Funds, Trusts and conveyances calculated to benefit the staff and the students of the Deemed University;
- viii) To regulate and enforce discipline among the employees of the Deemed University and to take appropriate disciplinary action, wherever necessary;
- ix) To entertain and adjudicate upon and, if thought fit, to redress any grievances of the employees and students of the Deemed University;
- x) To grant leave of absence to the Vice-Chancellor or any other officer of the Deemed University and to make necessary arrangements for carrying on the functions of the officers proceeding on leave during their absence;
- xi) To conduct examinations or tests for admission to the courses taught in the Deemed University;

- xii) To conduct examinations for Degrees and diplomas and to declare the results of such examinations and tests and to confer, grant or award Degrees, Diplomas, Certificates and other academic titles and distinctions;
- xiii) To fix the emoluments and traveling and other allowances of examiners, moderators, tabulators and such other personnel appointed for examinations in consultation with the Academic Council and the Finance Committee;
- xiv) To institute Fellowships, including Traveling Fellowships, Scholarships, Studentships, Medals and Prizes in accordance with the Bye-Laws to be framed for the purpose;
- xv) To advise the Holding Trustees (if any) on matters regarding acquisition, management and disposal of any immovable property on behalf of the Deemed University;
- xvi) To purchase, take on lease or accept as gift or otherwise any land or buildings or works which may be necessary or convenient for the purpose of the Deemed University, on such terms and conditions as it may deem fit and proper, and to construct or alter and maintain any such building(s) or work(s);
- xvii) To transfer or accept transfers of any movable property on behalf of the Deemed University;
- xviii) To execute in consultation with the holding Trustees (if any) conveyance, transfer Government Securities, re-conveyances, mortgages, leases, bonds, licenses and agreements in respect of property, movable or immovable, belonging to the Deemed University or to be acquired for the purposes of the Deemed University;
- xix) To amend and receive payments of fees and other charges;
- xx) To issue appeals for funds for carrying out the objectives of the Deemed University and, consistent with the provisions of the objectives, to receive grants, donations, contributions, gifts, prizes, scholarship, fees and other moneys, to give grants and donations, to award prizes, scholarships, etc.;
- xxi) To raise and borrow in consultation with the Holding Trustee (if any) money on bonds, mortgages, promissory notes or other obligations or securities founded or based on any of the properties and assets of the Deemed University, or without any securities, upon such terms and conditions as it may think fit and to pay out of the funds of the Deemed University, all expenses

- incidental to the raising of money and to repay and redeem the money borrowed;
- xxii) To draw and accept and make and endorse discount and negotiate Government of India's and other promissory notes, bills of exchange, cheque or other negotiable instruments;
- xxiii) To maintain a fund to which shall be credited:
- (a) all money provided by the Central or State Governments/University Grants Commission;
 - (b) all fees and other charges received by the Deemed University ;
 - (c) all money received by the Deemed University as grants, gifts, donations, benefactions, bequest or transfers and
 - (d) all money received by the Deemed University in any other manner or from any other source;
- xxiv) To open account or accounts of the Deemed University with anyone or more scheduled banks and to lay down the procedure for operating the same;
- xxv) To deposit all moneys credited to the funds in scheduled banks or to invest them in consultation with the Finance Committee;
- xxvi) To invest the funds of the Deemed University or money entrusted to the Deemed University in or upon such securities and in such manner as it may deem fit and from time to time transpose any investment;
- xxvii) To maintain proper accounts and other relevant records and prepare Annual Statements of Accounts, including the balance sheet for every previous financial year, in such form as may be prescribed by the Regulations /Bye-Laws;
- xxviii) To manage, regulate and administer the revenue, the finance, accounts, investments, properties, business and all other administrative affairs of the Deemed University and for that purpose to appoint such agent or agents as it may deem fit;
- xxix) To provide building or buildings, premises, furniture, fittings, equipments, appliances and other facilities required for carrying on the work of the Deemed University;
- xxx) To establish, maintain and manage residencies for faculty and staff and hostels for the students of the Deemed University;

- xxxi) To recognize and maintain control and supervision on hostels owned and managed by other agencies for the students of the Deemed University and to rescind such recognition;
- xxxii) To appoint such committees for such purpose and with such powers as the Board of Management may think fit and to co-opt such persons on these committees as it thinks fit;
- xxxiii) To appoint in order to execute an instrument or transact any business of the Deemed University, any person as attorney of the Deemed University with such powers as it may deem fit;
- xxxiv) To appoint Auditor(s) for the ensuing year;
- xxxv) To select an emblem and to have a common seal for the Deemed University and to provide for the custody and use of such seal;
- xxxvi) To delegate all or any of its powers to any committee or sub committee constituted by it or the Vice-Chancellor of the Deemed University or any other person;
- xxxvii) To conduct all administrative affairs of the Deemed University not otherwise specifically provided for;
- xxxviii) To take all necessary decisions for the smooth and efficient functioning of the Deemed University.

5.4 Meetings of the Board of Management

- (i) The Board of Management shall meet at least four times a year. Not less than 15 days' notice shall be given of a meeting of the Board of Management. Eight members shall make the quorum for a Board of Management meeting.
- (ii) Every meeting of the Board of Management shall be presided over by its Chairman, and in his/her absence, by a member chosen by the members present from amongst themselves.
- (iii) Each member of the Board of Management including its Chairman shall have one vote and decisions at the meetings of the Board shall be taken by simple majority. In case of a tie the Chairman shall have a casting vote.

- (iv) Any business which it may be necessary for the Board of Management to perform may be carried out by circulating appropriate resolution thereon among its members and any resolution so circulated and approved by a simple majority shall be as effective and binding as if such resolution had been passed at the meeting of the Board.
- (v) A copy of the proceedings of each meeting shall be furnished to the President of the Deemed University as soon as possible after the meeting.

Ceaseure of Membership

- 5.5** If a member other than the Vice-Chancellor or those representing the teachers, accepts a full time appointment in the Deemed University or does not attend three consecutive meetings of the Board of Management, without proper leave of absence, he/she shall cease to be a member of the Board of Management.

5.6 Constitution of Standing Committee and Ad-hoc Committee by the Board of Management

- 5.6.1** Subject to the provision of the Rules/Bye-Laws of the Deemed University, the Board of Management may, by a resolution, constitute such Standing Committee or Ad hoc Committee or Committees for such purposes and with such powers as the Board may think fit for discharging any functions of the Deemed University or for inquiring into, reporting and advising upon any matter of the Deemed University.

- 5.6.2** The Board of Management may co-opt such persons on the Standing Committees or Ad-hoc Committees, as it may consider suitable.

5.7 Delegation of Powers of the Board of Management

The Board of Management may, by a resolution, delegate to the President, Vice Chancellor or any other officer of the Deemed University of the Standing Committee or the Ad-hoc Committee such of its powers as it may deem fit subject to the condition that the action taken by the President or the Vice Chancellor or the officer concerned or the Standing Committee or the Ad-hoc Committee concerned in the exercise of the powers so delegated shall be reported at the next meeting of the Board of Management.

6 Academic Council (AC)

The Academic Council shall be the principal academic body of the Deemed University and shall, subject to the provision of the Memorandum of Association and the Rules and Bye-Laws, have the control over and be responsible for the maintenance of standards of teaching, research and training, syllabus, inter-departmental co-ordination, research, examinations and tests within the Deemed University and shall exercise such powers and perform such other duties and functions as may be prescribed or conferred upon it by the Rules and Bye-Laws.

6.1 Composition of the Academic Council

The Academic Council shall consist of the following persons, namely:

1. Vice Chancellor Chairman
2. Dean(s) of Faculties, if any
3. Heads of the Departments
4. Ten Professors other than the Heads of the Departments (by rotation of seniority)
5. Three Readers from the Departments other than the Heads of the Departments by rotation of seniority
6. Three Lecturers from the Departments by rotation of seniority
7. Three persons from amongst educationists of repute or persons from any other field related to the activities of the Deemed University who are not in the service of the Deemed University, nominated by the President
8. Three persons who are not members of the teaching staff, co-opted by the Academic Council for their specialized knowledge
9. The Registrar, who shall be the Secretary of the Academic Council.

Note : The representation of different categories should be only through rotation and not through election. It may also be ensured that no particular faculty dominates the membership of the Council.

6.2 Terms of Membership

The term of members other than the ex-officio members shall be two years.

6.3 Powers and Functions of the Academic Council

The Academic Council shall have the following powers and duties, namely

- i. To consider matters of academic interest either on its own initiative or at the instance of the Board of Management and to take proper action thereon;
- ii. To exercise general supervision over the academic work of the Deemed University and to give direction regarding methods of instruction, evaluation, and improvements in academic standards;
- iii. To promote research within the Deemed University, acquire reports on such researches from time to time;
- iv. To prescribe courses of study leading to degrees and diplomas of the Deemed University;
- v. To make arrangements for the conduct of examinations in conformity with the Bye-Laws;
- vi. To appoint examiners, moderators, tabulators and such other personnel for different examinations;
- vii. To maintain proper standards of the examinations;
- viii. To recognize diplomas and degrees of Universities and other Institutions and to determine equivalence with the diplomas and degrees of the Deemed University;
- ix. To suggest measures for departmental co-ordination;
- x. To make recommendations to the Board of Management on:
 - a) measures for improvement of standards of teaching research and training;
 - b) institution of Fellowships, Traveling Fellowships, Scholarships, Medals, Prizes etc.;
 - c) establishment or abolition of departments/ centres; and
 - d) Bye-Laws covering the academic functioning of the Deemed University, admissions, examinations, award of

fellowships and studentships, freeships, concessions, attendance, discipline, residence etc.

- (xi) To appoint sub-committees to advise on such specific matters as may be referred to it by the Board of Management;
- (xii) To consider the recommendations of the sub-committees and to take such action as the circumstances of each case may require;
- (xiii) To take periodical review of the activities of the Departments/Centres and to take appropriate action with a view to maintaining and improving standards of instruction;
- (xiv) To recommend institution of teaching posts (Professors, Readers and Lecturers) to the Board of Management; and
- (xv) To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Rules and Bye-Laws.

6.4 Meeting of the Academic Council

- i. The Academic Council shall meet as often as may be necessary but not less than three times during an academic year. Not less than 15 days' notice shall be given of a meeting of the Academic Council.
- ii. One third of the total number of members of the Academic Council shall constitute the quorum for the meeting of the Academic Council.
- iii. Each member, including its Chairman, shall have one vote and decisions at the meetings of the Academic Council shall be taken by simple majority. In case of a tie, the Chairman shall have a casting vote.
- iv. Any business which it may be necessary for the Academic Council to perform, except such as may be placed before its meeting, may be carried out by circulation of the resolution among all its members and the resolution so circulated and approved by a simple majority shall be effective and binding as if such resolution had been passed in the meeting of the Academic Council, provided that at least one half of the total number of the members of the Academic Council have recorded their views on the resolution.

7. Planning & Monitoring Board

The Planning & Monitoring Board shall be the principal Planning Body of the Deemed University and shall be responsible for the monitoring of the development programmes of the Deemed University.

The Vice-Chancellor shall be the Chairman of the Planning & Monitoring Board. The Registrar shall be its Secretary. It may include seven internal members and three outside eminent experts, including one nominee of the UGC.

The constitution, powers and functions of the Planning & Monitoring Board shall be prescribed by the Bye-Laws.

The Planning & Monitoring Board would have the right to advise the Board of Management and the Academic Council on any matter which it considers necessary for the fulfillment of the objectives of the Deemed University.

The recommendations of the Planning & Monitoring Board shall be placed before the Board of Management for consideration and approval. Proposals relating to the academic matters may be processed through the Academic Council.

8. Finance Committee (FC)

8.1 Composition of the Finance Committee

The Finance Committee shall consist of the following members

1. Vice Chancellor – Chairman
2. A person nominated by the President
3. Two nominees of the Board of Management, one of whom shall be a member of the Board
4. A representative of the UGC
5. A representative of the Central Government
6. A representative of the Government
7. Finance Officer- Secretary

8.2 Terms of Office of the Finance Committee

All members of the Finance Committee other than ex-officio members shall hold office for a term of three year.

8.3 Powers and Functions of the Finance Committee

- (i) To consider the annual accounts and financial estimates of the Deemed University and submit them to the Board of the Management for approval;
- (ii) To consider and recommend the annual budget and revised estimates to the Board of Management;
- (iii) To fix limits of the total recurring expenditure and the total non-recurring expenditure of the year based on the income and resources of the Deemed University.

Note : No expenditure other than that provided in the budget shall be incurred by the Deemed University without the approval of the Finance Committee.

8.4 Meetings of the Finance Committee

The Finance Committee shall meet at least twice a year to examine the accounts and to scrutinize proposals for expenditure. Five members shall constitute the quorum for the meeting.

9. Board of Studies

9.1 There shall be one Board of Studies for each Department of the Deemed University.

9.2 The Board of Studies of each Department shall consist of:

- 1. Head of the Department - Chairman
- 2. All Professors of the Department
- 3. Two Readers of the Department by rotation of seniority
- 4. Two Lecturers of the Department by rotation of seniority
- 5. Not more than 2 persons to be co-opted for their expert knowledge including those belonging to the profession or industry concerned

9.3 The powers and functions of the Board of Studies shall be prescribed by the Bye-Laws of the Deemed University.

10. Selection Committee

10.1 There shall be a Selection Committee for making recommendations to the Board of Management for appointment to the post of Professors, Readers and Lecturers in the Deemed University and such other posts as may be prescribed by the Bye-Laws

10.2 Every selection Committee shall be constituted in accordance with the Regulations framed by the UGC.

10.3 Meetings of the Selection Committee

- (a) The meetings of the Selection Committees shall be convened by the Chairman of the Selection Committee as and when necessary.
- (b) Four members of the Selection Committee shall consisting of atleast two experts shall form the quorum,.
- (c) If the Board of Management is unable to accept the recommendations of the Selection Committee, it shall record its reasons thereof and submit the case to the President whose decision shall be final in the matter.

11. Officers of the Deemed University

The following shall be the officers of the Deemed University:

- 1. President
- 2. Vice-Chancellor
- 3. Registrar
- 4. Finance Officer
- 5. Dean of Faculties
- 6. Head of Department
- 7. Such other officers as may be prescribed in the Bye-Laws

11.1 President

The Deemed University shall have a President who shall, when present, preside over the convocations of the Deemed University. He/she shall be appointed by the Deemed University Society or Trust and shall hold office for a period of 5 years.

Where power is conferred upon the President to nominate persons to authorities, the President shall, to the extent necessary, nominate persons to represent the various interests for the furtherance of the objectives of the Deemed University.

11.2 Vice-Chancellor

(i) The Vice-Chancellor shall be a whole time salaried officer of the Deemed University and shall be appointed by the President from a panel of three names suggested by a Search Committee. The composition of the Search Committee shall be:-

1. A nominee of the President
2. A nominee of Central Government
3. A nominee of the UGC

(ii) The Vice-Chancellor shall hold office for a term of 5 years. He shall be eligible for a second term, provided that in no case shall he hold office beyond the age of 70 years.

Provided that notwithstanding the expiry of the said period of 5 years or he/she may continue for not more than six months or till his/her successor is appointed and assumes office, whichever is earlier.

(iii) In case of the office of the Vice-Chancellor becoming vacant due to death, resignation or otherwise and in case of his/her absence due to illness or any other cause, the Dean or, if there is no Dean, the senior most Professor shall perform the duties of the Vice-Chancellor until a new Vice-Chancellor is appointed, or the existing Vice-Chancellor resumes duties, as the case may be.

(iv) Powers of the Vice-Chancellor

- 1) The Vice-Chancellor shall be the Principal executive officer of the Deemed University and shall exercise general supervision and control over the affairs of the Deemed University and shall be mainly responsible for implementation of the decisions of all the authorities of the Deemed University.
- 2) The Vice-Chancellor shall be the Ex-officio Chairman of the Board of Management, the Academic Council, the Finance Committee, the Planning & Monitoring Board and Selection Committees.
- 3) The Vice-Chancellor shall have the power to convene or cause to be convened meeting of the various authorities of the Deemed University.

- 4) The Vice-Chancellor may, if he/ she is of the opinion that immediate action is called for on any matter, exercise any power conferred upon any authority of the Deemed University under the Memorandum of Association, Regulations, Rules and Bye-Laws and take such action or proceed to take such action and shall report to the authority concerned on the action taken by him/her on such matters.

Provided that if the authority concerned as mentioned in clause (2) above is of the opinion that such action ought not to have been taken, it may refer the matter to the President whose decision thereon shall be final.

Provided further that if any person in the service of the Deemed University is aggrieved by the action taken by the Vice-Chancellor under the said clause, he/she shall have the right to appeal against such decision to the Board of Management within 30 days from the date on which such action is communicated to him/her and thereupon the Board of Management shall call the meeting in a subsequent meeting and may confirm, modify or reverse the action taken by the Vice-Chancellor.

- 5) It shall be the duty of the Vice-Chancellor to ensure that the Memorandum of Association, Regulations, Rules and Bye-Laws of the Deemed University are duly observed and implemented and he/she shall have all the necessary powers in this regard.
- 6) All powers relating to the proper maintenance and discipline of the Deemed University shall be vested in the Vice-Chancellor.
- 7) The Vice-Chancellor shall have the power to re-delegate some of his powers to any of his/her subordinate officers with the concurrence and approval of the Board of Management.
- 8) The Vice-Chancellor shall exercise all other powers as may be delegated to him/her by the Board of Management.
- 9) The Vice-Chancellor shall exercise such other powers and perform such other functions as may be prescribed by the Rules and Bye-Laws.

11.3 Registrar

- (i) The Registrar shall be a whole time salaried officer of the Deemed University and shall be appointed by the Board of Management on the recommendations of the Selection Committee consisting of the following:-
 - 1. Vice Chancellor - Chairman
 - 2. One nominee of the President
 - 3. One nominee of the Board of Management.
 - 4. One expert appointed by the Board of Management who is not an employee of the Deemed University.
- (ii) The emoluments and other terms and conditions of service of the Registrar shall be as prescribed by the Bye-Laws.
- (iii) When the office of the Registrar is vacant or when the Registrar is absent by reason of illness or any other reason, the duties and functions of the Registrar shall be performed by such other person as the Vice Chancellor may appoint for the purpose.
- (iv) The Registrar shall be ex-officio Secretary of the Board of Management, the Academic Council and the Planning and Monitoring Board, but shall not be deemed to be a member of any of these authorities.
- (v) The Registrar shall be directly responsible to the Vice-Chancellor and shall work under his direction.
- (vi) The following shall be the duties of the Registrar: -
 - 1. To be the custodian of the records and the funds and such other property of the Deemed University as the Board of Management may commit to his/her charge;
 - 2. To conduct the official correspondence on behalf of the authorities of the Deemed University;
 - 3. To issue notices convening meetings of the authorities of the Deemed University and all committees and sub-committees appointed by any of these authorities;
 - 4. To maintain the minutes of the meetings of all the authorities of the Deemed University and of all the committees and sub-committees appointed by any of these authorities;

5. To make arrangements for and supervise the examinations conducted by the Deemed University;
6. To represent the Deemed University in suits or proceedings by or against the Deemed University, sign powers of attorney and perform pleadings or depute his/her representatives for this purpose;
7. To enter into agreement, sign documents and authenticate records on behalf of the Deemed University;
8. To safeguard and maintain the buildings, gardens, office, canteen, cars and other vehicles, laboratories, libraries, reading rooms, equipment and other properties of the Deemed University;
9. To perform such other duties as may be specified in the Rules and Bye-Laws or as may be assigned by the Board of management or the Vice-Chancellor from time to time.

11.4 Finance Officer

- (i) The Finance Officer shall be a whole time salaried officer of the Deemed University and shall be appointed by the Board of Management.
- (ii) The emoluments and other terms and conditions of service of the Finance Officer shall be as may be prescribed by the Bye-Laws.
- (iii) The Finance Officer shall work under the direction of the Vice-Chancellor and shall be responsible to the Board of Management through the Vice-Chancellor.
- (iv) He/she shall be responsible for the preparation of annual budget, estimates and statements of account for submission to the Finance Committee and the Board of Management.
- (v) He/she shall be responsible for the management of funds and investments of Deemed University, subject to the control of Board of Management.

11.5 Dean

The Departments dealing with allied subjects could be grouped into faculties. Each faculty may be headed by a Dean.

11.6 Head of the Department

- (i) There shall be a Head of the Department for each of the Departments in the Deemed University who shall be appointed by the Vice-Chancellor from amongst the Professors of the Department.

Provided that if there is no Professor in the Department or there is only one Professor in the Department whose term as Head of the Department is ending, the Vice-Chancellor may appoint a Reader as Head of the Department.

- (ii) The term of the Head of the Department shall normally be 3 years and he/ she shall be eligible for reappointment for one more, but not consecutive term.
- (iii) The powers and functions of the Head of the Department shall be prescribed by the Bye-Laws of the Deemed University.

12. Delegation of Powers

Subject to the provisions of these Rules and Bye-Laws any authority or officer of the Deemed University, with the approval of Board of Management, may delegate its power to any other authority or officer or person under their respective control and subject to the conditions that the overall responsibility for exercising the powers so delegated shall continue to rest in the authority or officer delegating such powers.

13. Seniority List

- (a) Whenever in accordance with these Rules any person is to hold an office or to be a member of an authority of the Deemed University by rotation of seniority, such seniority shall be determined according to the length of the continuous service of such person in the grade in the Deemed University in accordance with such other principles as the Board of Management may from time to time prescribe.
- (b) It shall be the duty of the Registrar to prepare and maintain in respect of each class/cadre of persons to whom the provisions of these Rules apply a complete and up-to-date seniority list in accordance with the provisions of the foregoing clause.

- (c) If two or more persons have equal length of continuous service in a particular grade/cadre or the relative seniority of any person or persons is in doubt, the Registrar may on his/her own notion and shall at the request of any such person, submit the matter to the Board whose decision shall be final and binding.

14. Dispute as to Membership

If any question arises, whether any person has been duly nominated or appointed as or is entitled to be a member of any authority or any committee of the Deemed University, the matter shall be referred to the President , whose decision thereon shall be final and binding.

15. Grievance Redressal Mechanism

For individual grievances and complaint(s), every Deemed University shall have a Grievance Redressal Mechanism as may be prescribed by the Bye-laws.

16. Resignation

Any member other than an ex-officio member of any authority may resign by a letter addressed to the Registrar and the resignation shall take effect as soon as it is accepted by the President or the Chairman of the Board of Management, as the case may be

17. Acting Chairman of the Meetings

Where no provision is made for a Chairman to preside over a meeting of an authority of the Deemed University or any committee of such authority, or if the Chairman so provided is absent, the members present may select one from amongst themselves to preside at such meeting.

18. Validation of certain actions, decisions

No action or proceedings of any authority or any body or any committee of the Deemed University shall be invalid merely by reason of any vacancy therein.

19. Disqualification

- (a) A person shall be disqualified for being chosen as and for being a member of any of the authorities of the Deemed University :
 - i) if he/she is of unsound mind
 - ii) if he/she is an un-discharged insolvent

- iii) if he/she has been convicted by a court of law of an offence involving moral turpitude.
- (b) If any question arises as to whether a person is or has been subjected to any disqualifications mentioned above, the question shall be referred for decision to the President and his decision shall be final.

20. Filling of Casual Vacancies

Casual vacancies among the members (other than ex-officio members) of any authority or any committee of the Deemed University shall be filled as soon as it may be convenient by the such authority or the person who appointed or co-opted the member whose place has become vacant and the person appointed or co-opted to a casual vacancy shall be member of such authority or committee for the residual term for which the person whose place he/she fills would have been a member.

21. Review of the Academic Activities of the Deemed University

The functions of the Deemed University may be reviewed after a period of every 5 year or earlier, if necessary, by a Committee appointed by the University Grants Commission.

22. Inspection by the Commission

- i) The Commission may cause an inspection, to be made by such person or persons as it may direct, of the Deemed University, its buildings, fixtures and fittings, laboratories and equipment as also examinations, teaching and other work carried on or done and, if necessary, to cause an inquiry to be made in respect of any matter connected with the administration or finances of the Deemed University.
- ii) The Commission shall, in every case, give notice to the Deemed University of its intension to cause an inspection or inquiry to be made and on receipt of such a notice, the Deemed University shall have the right to make such representations to the Commission as it may consider necessary.
- iii) Where an inspection or inquiry has been caused to be made by the Commission, the Deemed University shall be entitled to appoint a representative who shall have the right to be present and to be heard at such inspection or inquiry.
- iv) The Commission may communicate the result of such inspection or inquiry together with such advice as it may be pleased to offer as to

the action to be taken by the Deemed University to the Vice-Chancellor who shall communicate the same to the Board of Management.

- v) The Board of Management shall give proper consideration to the said communication regarding the result of inspection or inquiry and the proposals for action by the Deemed University and communicate to the Commission the action, if any, which it proposes to take or has taken upon the result of such inspection or inquiry.
- vi) Where the Board of Management does not, within a reasonable time, take any action to the satisfaction of the Commission, the Commission may, after giving due consideration to the explanation furnished or representation made by the Board of Management to it, issue such directions as it may think fit and the Board of Management shall comply with such directions.

23. Income and Property of the Deemed University to be utilized for its objectives only

The income and property of the Deemed University shall be utilized solely for promoting the objectives of the Deemed University.

24. Ban on Payment or Transferring of the Income and Property of the Deemed University by way of Profit

No portion of the income and property of the Deemed University shall be paid or transferred directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit to the persons who were at any time or are members of the Deemed University or to any of them or any persons claiming through them, provided that nothing herein contained shall prevent the payment in good faith of remuneration to any member thereof or other person as consideration for any service rendered to the Deemed University or for traveling or other allowances and such other charges.

25. Funds, Accounts, Audits and Annual Report

- i) The accounts of the Deemed University shall be maintained in the name of the Deemed University and not in the name of the particular Society or Trust, whether financing or sponsoring the Institute or not. The accounts of the Deemed University shall be kept in such forms as may be laid down by the Board of Management and shall conform to the rules, if any, prescribed by the University Grants Commission. The accounts of the Deemed University shall be open for examination by the Controller and Auditor General of India.
- (ii) The annual financial statements and accounts shall be audited by the Chartered Accountant of the Deemed University.

- iii) Annual Reports and the Audit Reports shall be submitted to the Commission within nine months of the closure of the accounting year.

26. Bye-Laws

Subject to the provisions of the Memorandum of Association and the Rules and Bye-Laws, the Board of Management shall, in addition to all other powers vested in it, have the power to frame the Bye-Laws which may provide for all or any of the following matters: -

- (i) establishment of Departments of teaching ;
- (ii) courses of study to be laid down for all degrees, diplomas and certificates of the Deemed University;
- (iii) grant of academic awards (such as degrees and diplomas) and distinctions;
- (iv) admission of students to the Deemed University and their enrolment as such;
- (v) the fees to be charged for courses of study and for admission to the examinations, degrees, diplomas and certificates of the Deemed University.
- (vi) conduct of examinations, appointment of examiners and approval and publication of results thereof;
- (vii) institution of award of fellowships, scholarships, studentships, medals and prizes and prescription of the conditions thereof;
- (viii) maintenance of discipline among the students;
- (ix) maintenance of discipline among the employees;
- (x) establishment of halls of residence and conditions of residence and health of the students;
- (xi) classification, emoluments, method of appointment and determination of the terms and conditions of service of the staff;
- (xii) such other powers, functions and duties of the Academic Council as are not mentioned elsewhere;
- (xiii) constitution, powers and functions of the Planning & Monitoring Board
- (xiv) Powers and functions of the Board of Studies;

- (xv) composition, powers and functions of the Grievance Redressal Mechanism;
- (xvi) prescribing persons as such other officers of the Deemed University;
- (xvii) such other powers and functions of the Vice-Chancellor as are not specified elsewhere;
- (xviii) emoluments, terms and conditions of service of the Register;
- (xix) emoluments, terms and conditions of service of the Finance Officer;
- (xx) constitution of pension, provident fund, insurance etc for the benefit of the officers, teachers, and the other staff;
- (xxi) establishment of special centers;
- (xxii) creation, composition and functions of any committees or body, which is considered necessary for the work of the Deemed University;
- (xxiii) procedure for preparation and submission of budget estimates;
- (xxiv) procedure for convening of meeting of any authority or committee;
- (xxv) laying down of procedures to be observed at any meeting of any authority or any committee;
- (xxvi) constitution of any other body as an authority of the Deemed University;
- (xxvii) delegation of powers to any authority or officer;
- (xxviii) all other matters which by this Memorandum or the Rules may be provided for by the Bye-Laws provided that no Bye-Laws shall be made affecting the condition of residence, health, discipline, admission, enrolment of students, conditions, mode of appointments, duties of examiners, conduct of and standard of examinations or any course of study without consulting the Academic Council.

27. Interpretation Clause

In the event of conflict of opinion with regard to interpretation of Memorandum of Association or the Rules and Bye-Laws, the opinion of the UGC shall be final.

28. Adjustment of Income and Property on Dissolution of the Deemed University

If on the winding up or dissolution of the Deemed University there shall remain after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid or distributed among the members of the Deemed University or any of them, but shall be transferred to the UGC, or other bodies in consultation with the agencies concerned who have helped in creation of those assets.

29. Legal Proceedings

- i) For the purpose of Section 6 of the Societies Registration Act, 1860, the person in whose name the Deemed University may sue or be sued shall be the Registrar.
- ii) No suit or legal proceedings shall lie against the Central Government or the UGC or the Deemed University or an Officer of the Deemed University or a member of the authority of the Deemed University in respect of anything done or purported or intended to be done in pursuance of any article of Memorandum of Association or the Rules or Bye-Laws made thereunder.

30. Alteration, Amendments and Additions to the Rules and Bye-laws

The Rules and Bye-Laws of the Deemed University may be altered, amended and added to by the Board of Management with the prior approval of the Commission in accordance with the provision of the Societies Registration Act, 1860, as in force for the time being.