

- (iii) The Vice-Chancellor shall be entitled to such terminal benefits and allowances as may be fixed by the Board of Management with the approval of the Visitor from time to time:

Provided that where an employee of the University or a College or of any other university or any institution maintained by or affiliated to such other university is appointed as the Vice-Chancellor, he may be allowed to continue to contribute to any provident fund of which he is a member and the University shall contribute to the account of such person in that provident fund at the same rate at which such person had been contributing immediately before his appointment as Vice-Chancellor.

Provided further that where such employee had been a member of any pension scheme, the University shall make the necessary contribution to such scheme.

- (iv) The Vice-Chancellor shall be entitled to Leave Travel Concession, Medical Facilities and Travelling Allowance at such rates as may be fixed by the Board of Management.
- (v) The Vice-Chancellor shall be entitled to leave on full pay for one-eleventh of the period spent by him to active service.
- (vi) In addition to the leave referred to in sub-clause (v), the Vice-Chancellor shall be entitled to half pay leave at the rate of twenty days per year of every completed year of service and the half pay leave may be availed of as commuted leave on full pay on medical certificate.

- (6) If the office of the Vice-Chancellor becomes vacant due to death, resignation or otherwise, or if he is unable to perform his duties due to ill health or any other cause, the senior-most Pro-Vice-Chancellor, shall perform the duties of the Vice-Chancellor, and if there is no Pro-Vice-Chancellor, the Senior-most Professor from amongst Director of the Schools shall perform the functions of the Vice Chancellor until the new Vice-Chancellor assumes his office or until the existing Vice-Chancellor attends to the duties of his office, as the case may be.

## 2. Powers and functions of the Vice-chancellor

- (1) The Vice-Chancellor shall be *ex-officio* Chairman of the Board of Management, the Academic Council, the Planning Board, the Finance Committee and the Distance Education Council.

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Amendment to Sub-clause (iv) of Clause (5) of Statute I regarding Vice-Chancellor is made by the Board of Management at its meeting held on 18.02.1991, received the approval of the Visitor vide MHRD letter No. F.5-25/91-u.1. (Desk) dated 14.08.1991.

Amendment to clause (6) of statute I was approved by the Board of Management at it meeting held on 28.2.2003 and assent of the visitor was conveyed vide MHRD letter No. F. 5-24/2003-Desk(U)(A) dt. 22.11.2004.

- (2) The Vice-Chancellor shall be entitled to be present at, and address, any meeting of any other authority or other body of the University, but shall not be entitled to vote there at unless he is a member of such authority or body.
- (3) It shall be the duty of the Vice-Chancellor to see that this Act, the Statutes, Ordinances and Regulations are duly observed and he shall have all the powers necessary to ensure such observance.
- (4) The Vice-Chancellor shall exercise control over the affairs of the University and shall give effect to the decisions of all the authorities of the University.
- (5) The Vice-Chancellor shall have all the powers necessary for the proper maintenance of discipline in the University and he may delegate any such powers to such person or persons as he may deem fit.
- (6) The Vice-Chancellor shall be empowered,
  - (i) to grant leave to any officer of the University and make necessary arrangements for the discharge of the functions of such officer during his absence;
  - (ii) to make necessary arrangements for discharging the functions of an officer whose position falls vacant due to resignation, retirement, death or any other reason till regular appointment to such positions is made.

Provided that arrangement made under sub-clause (ii) of Clause (6) may be for a period not exceeding 6 months at a time. Further extension exceeding 6 months is to be reported to the Board.
- (7) The Vice-Chancellor shall grant leave of absence to any employee of the University in accordance with the rules and if he so desires, delegate such powers to another officer of the University.
- (8) The Vice-Chancellor shall have the power to convene or cause to be convened the meetings of the Board of Management, the Academic Council, the Planning Board and the Finance Committee.
- (9) The Vice-Chancellor shall have the following further powers, namely:
  - (i) to appoint such Professors, Readers, Lecturers and other teachers as may be necessary with the prior approval of the Board of Management;
  - (ii) to appoint course writers, script writers, counsellors, programmers, artists and such other persons as may be considered necessary for the efficient functioning of the University;
  - (iii) to make short-term appointments for a period not exceeding six months at a time, of such persons as may be considered necessary for the functioning of the University;

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A modified Subclause (6)(i)(ii) and the proviso below clause (6) of Statute 2 added by the Board of Management at its meeting held on 6.8.2001 and approved by the Visitor vide MHRD letter No. F. 5-73/2001-Desk (U)(A) dt. 26.2.2005.

- (iv) to arrange for the establishment and maintenance of Regional and Study Centres at different places as may be required from time to time and delegate to any employee such powers as are necessary for their efficient functioning.

### 3. *The Pro-Vice-chancellors*

- (1) Every Pro-Vice-Chancellor shall be appointed by the Board of Management on the recommendation of the Vice-Chancellor:

Provided that if any recommendation of the Vice-Chancellor is not accepted by the Board of Management, the matter shall be referred to the Visitor who may either appoint the person recommended by the Vice-Chancellor or request the Vice-Chancellor to recommend another person for consideration by the Board of Management:

**Provided further that the Board of Management may, on the recommendation of the Vice-Chancellor, appoint a Professor or a Director of a School/Division to perform the functions of a Pro-Vice-Chancellor in addition to his own functions as a Professor or a Director of a School/Division.**

- (2) The term of office of a Pro-Vice-Chancellor shall be such as may be decided by the Board of Management, but it shall not in any case exceed three years or until the expiration of the term of office of the Vice-Chancellor, whichever, is earlier and he shall be eligible for re-appointment:

Provided that a Pro-Vice-Chancellor shall retire on attaining the age of sixty-five years:

Provided further that a Pro- Vice-Chancellor shall, while performing the functions of the Vice-Chancellor under clause (6) of Statute 1, continue in office notwithstanding the expiration of his term of office as Pro- Vice-Chancellor until a new Vice-Chancellor assumes his office or until the existing Vice-Chancellor attends to the duties of his office, as the case may be.

- (3) (a) **The salary of a Pro-Vice-Chancellor shall be fixed in the scale of pay of Rs. 18,400 - 500 - 22,400 subject to a minimum of Rs. 19,900 per month. Where a Professor/Director of School/Division is appointed to perform the functions of a Pro-Vice-Chancellor in addition to his own function as such Professor/Director of School/Division he shall draw his pay in his substantive post plus a special pay of Rs. 500 per month, or Rs. 22,400 whichever is less.**
- (b) Every Pro-Vice-Chancellor shall be entitled, without payment of rent, to the use of a furnished residence throughout his term of office and no charge shall fall on the Pro-Vice-Chancellor personally in respect of maintenance of such residence.

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Amendment to second proviso to Clause (1) of Statute 3 regarding the Pro-Vice-Chancellors is made by the Board of Management at its meeting held on 18.02.1992 is approved by the Visitor vide MHRD letter No. F. 5-72/91-U.I (Desk) dated 16.7.1992.

Amendment to Sub-clause (a) of Clause (3) of Statute 3 regarding the Pro-Vice-Chancellors is made by the Board of Management at its meeting held on 30.09.91 is approved by the Visitor vide MHRD letter No. F. 5-72/91-U. 1 (Desk) dated 16.07.1992.

- (c) In addition to the salary specified in sub-clause (a), a Pro- Vice-Chancellor shall be entitled to such other allowances as are admissible to the employees of the University from time to time.
- (d) The Pro-Vice-Chancellor during his tenure shall be entitled to leave, as admissible to the employees of the University from time to time. Provided further that where an employee of the University or a College affiliated to it or of any other University or institution maintained by or affiliated to such other University, is appointed as a Pro-Vice-Chancellor he shall continue to be governed by the same Leave Rules to which he was entitled prior to his appointment as Pro-Vice-Chancellor till he continues to hold his lien on that post.
- (e) The Pro-Vice-Chancellor shall be entitled to Travelling Allowance, Leave Travel Concession and Medical Concession as are admissible to the employees of the University from time to time.
- (f) Every Pro-Vice-Chancellor shall be entitled to such terminal benefits as may be fixed by the Board of Management from time to time.
- (g) The Pro-Vice-Chancellor shall be entitled to subscribe to the contributory provident fund of the University till the end of his tenure:  
 Provided that where an employee of the University or a College or of any University or institution maintained by or affiliated to such other University is appointed as a Pro-Vice-Chancellor, he shall continue to be governed by the same retirement benefit scheme to which he was entitled prior to his appointment as Pro-Vice-Chancellor till he continues to hold his lien on that post, but under this provision, the pay for the purpose of subscription to the General Provident Fund and subscription to the University Contributory Provident Fund shall be the pay drawn by him as Pro-Vice-Chancellor.
- (h) Every Pro-Vice-Chancellor shall assist the Vice-Chancellor in respect of such matters as may be specified by the Vice-Chancellor in this behalf from time to time and shall also exercise such powers and perform such functions as may be delegated to him by the Vice-Chancellor.

#### 4. *The Directors*

- (1) Every Director shall be appointed by the Board of Management on the recommendation of
  - (i) the Vice-Chancellor, in case the candidate to be appointed is already a teacher of the University; and
  - (ii) a Selection Committee constituted for the purpose as per the qualifications prescribed by the Board of Management in each case.

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Sub-clauses (d) and (e) of Clause (3) of Statute 3 added (and changing the existing sub-clauses (d), (e), (f), (g) and (h) respectively) by the Board of Management at its meetings held on August 17, 1990 and December 14, 1990 and received the approval of the Visitor vide MHRD letter No. F. 5-60/90-U. 1 (Desk) dated 29.1.1991.

Addition to Clause (1) (ii) of Statute 4 was approved by the Board of Management at its meeting held on 27-12-95 and assent of the Visitor was conveyed vide Ministry of HRD's letter No. F. 5-16/96-U. 1 (Desk) dated 23.04.96.

“Provided that

- (a) A Director of a School shall be appointed from amongst the Professors (by rotation) of the School by the Board of Management on the recommendations of the Vice-Chancellor and in case there is only one Professor or no Professor available/eligible in the School, the senior-most teacher at the level of Associate Professor in the School shall be given the charge of the Director by rotation;
- (b) The rotation of directorship among the disciplines of a School be kept in view while making the recommendation; and
- (c) The Director STRIDE and the Director, Regional Services Division shall be appointed by the Board of Management on the recommendations of the Vice Chancellor from amongst the Professors in STRIDE and the Regional Directors in Professors scale, respectively.
- (d) A Director shall hold office for a period of three years and that he shall be eligible for re-appointment.”

- (2) Every Director shall be whole-time salaried officer of the University;

Provided that one of Directors shall be in charge of the administrative affairs of the teachers.

- (3) The emoluments and other conditions of service of the Director shall be prescribed by the Ordinances:

Provided that a Director shall retire on attaining the age of sixty two years.

- (4) A Director shall exercise such powers and perform such functions as may be prescribed by Ordinances.

##### 5. *The Registrar*

- (1) Every Registrar shall be appointed by the Board of Management on the recommendation of a Selection Committee constituted for the purpose and he shall be a whole-time salaried officer of the University.

- (2) The emoluments and other conditions of service of a Registrar shall be prescribed by the Ordinances:

Provided that a Registrar shall retire on attaining the age of sixty two years.

- (3) A Registrar designated by the Board of Management shall have power to take disciplinary action against such of the employees, excluding teachers and other members as may be specified by the Board of Management by order.

- (4) An appeal shall lie to an officer so designated by the Board of Management against any order made by the Registrar in pursuance of clause (3).

- (5) In cases where an inquiry discloses that a punishment beyond the powers of a Registrar is called for, the Registrar shall, consequent to the enquiry, make a report to the Vice-Chancellor along with his recommendations for such action as the Vice-Chancellor may deem fit:

Amendment /additions to sub-clause (ii) (c)(d) of Clause (1) and amendment under clause (3) of Statute 4 was approved by the Board of Management at its meeting held on 28.2.2003 and assent of the visitor was conveyed vide MHRD letter No. F. 5-2/2003 –Desk(u)(A) dt. 6.10.2004.

Amendment to Sub-Clause(ii)(a) of Clause (1) of Statute 4 was approved by the BOM at its meeting held on 26.2.2007 and assent of the Visitor was conveyed vide MHRD letter No.F.5-44/2007-DL dt.12.11.2007.

Amendment to Sub-Clause(ii)(a) of Clause (1) of Statute 4 was further approved by the BOM at its meeting held on 31.5.2012 and assent of the Visitor was conveyed vide MHRD letter No.F.5-69/2013-DL dt.23.7.2013.

(Amended up to 24.09.2019)

Provided that an appeal shall lie to the Board of Management against an order of the Vice-Chancellor imposing any penalty.

- (6) Such of the Registrar as is designated by the Board of Management shall be:
- (i) The Secretary to the Board of Management;
  - (ii) **Member of the Academic Council;**
  - (iii) **Member of the Planning Board.**
- (7) A Registrar so designated shall:
- (a) be the custodian of the records, the common seal and such other properties of the University as the Board of Management may commit to his charge;
  - (b) **issue notices and convene meetings of the Board of Management and of the committees appointed by the Board;**
  - (c) keep the minutes of the meetings of the Board of Management, the Academic Council and the Planning Board and of the committees appointed by such authorities;
  - (d) **conduct the official proceedings and correspondence of the Board of Management;**
  - (e) supply to the Visitor, a copy of the agenda of the meetings of the authorities of the University as soon as they are issued and the minutes of such meetings;
  - (f) represent the University in suits or proceedings, by or against the University, sign powers of attorney, verify pleadings and depute his representative for the purpose;
  - (g) perform such other functions as may be specified in the Statutes, Ordinances or Regulations or as may be required from time to time by the Board of Management or the Vice-Chancellor.

#### 6. *The Finance Officer*

- (1) The Finance Officer shall be appointed by the Board of Management on the recommendation of a Selection Committee constituted for the purpose and he shall be a whole-time salaried officer of the University, and shall work under the Control of the Vice-Chancellor.
- (2) The emoluments and other conditions of service of the Finance Officer shall be prescribed by the Ordinances:

Provided that the Finance Officer shall retire on attaining the age of sixty years.

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**Amendment to Sub-clause (ii) & (iii) of Clause (6) of Statute 5 approved by the Board of Management at its meeting held on 28.2.2003 and assent of the Visitor was conveyed vide MHRD letter No. F. 5-25/2003- (Desk) (U)(A) dt. 15.3.2004.**

**Amendment of Sub-clauses (b) & (d) of Clause (7) of Statute 5 was approved by the Board of Management at its meeting held on 22.6.2006 and assent of the Visitor was conveyed vide MHRD letter No. F.5-99/2006-DL dt. 27.2.2007.**

- (3) When the office of the Finance Officer is vacant or when the Finance Officer is by reason of ill health, absence or any other cause unable to perform his functions as Finance Officer, his functions shall be performed by such person as the Vice-Chancellor may appoint for the purpose.
- (4) The Finance Officer shall:
  - (a) exercise general supervision of the funds of the University and advice it as regards its financial policies;
  - (b) perform such other financial functions as may be assigned to him by the Board of Management or as may be prescribed by the Statutes or the Ordinances:

Provided that the Finance Officer shall not incur any expenditure or make any investment exceeding one lakh of rupees without the previous approval of the Board of Management.

- (5) Subject to the control of the Vice-Chancellor and the Board of Management, the Finance Officer shall:
  - (a) hold and manage the properties and investments of the University, including trust and immovable properties for fulfilling any of the objects of the University;
  - (b) ensure that the limits fixed by the Finance Committee for recurring and non-recurring expenditure for a year are not exceeded and the money is expended or spent for the purposes for which it was granted or allotted;
  - (c) be responsible for the preparation of the Annual Accounts and the budget of the University and for their presentation to the Board of Management after they have been considered by the Finance Committee;
  - (d) keep a constant watch on the cash and bank balances and investments;
  - (e) watch the progress of collection of revenue and advise on the methods of collection employed;
  - (f) ensure that the registers of properties of the University are maintained properly and that stock checking is conducted of equipments and other materials in the offices of the University including Regional Centres, Study Centres and other institutions maintained by the University;
  - (g) bring to the notice of the Vice-Chancellor any unauthorised expenditure or other financial irregularities and suggest appropriate action against persons at fault;
  - (h) call from any office of the University, including Regional Centres, Study Centres and other institutions maintained by the University, any information or reports that he may consider necessary for the performance of his functions.

- (6) Any receipt given by the Finance Officer or by the person or persons duly authorised in this behalf by the Board of Management shall be a sufficient discharge for payment of moneys to the University.

### **6.1 Librarian and Information Officer**

(1) The Librarian and Information Officer shall be appointed by the Board of Management on the recommendation of a Selection Committee constituted for the purpose under Statute 12(2) (i) and he shall be a whole-time salaried officer of the University.

(2) The emoluments and other conditions of service of the Librarian and Information Officer shall be prescribed by the Ordinances.

Provided that the Librarian and Information Officer shall retire on attaining the age of sixty two years.

### **6A. The Board of Management**

- (1) The Board of Management shall consist of the following members, namely.
- (i) Vice-Chancellor;
  - (ii) Senior-most Pro-Vice-Chancellor;
  - (iii) Three employees of the University who shall be nominated by the Vice-Chancellor, of which one shall be from the Directors of Schools of Studies, and the other two from the teachers and other academic staff other than the Directors of Schools;
  - (iv) Five persons, who are not employees of the University, to be nominated by the Visitor, representing the following areas of specialisation:
    - (a) Two eminent educationists;
    - (b) One person from the non-formal/voluntary sector;
    - (c) One person representing Commerce/Industry; and
    - (d) One person representing learned professions.
  - (v) Two representatives of the Government of India, namely;
    - (i) Secretary, Department of Higher Education, Ministry of Human Resource Development (Ex-officio)/or his nominee; and
    - (ii) Secretary, Ministry of Information and Broadcasting (Ex-officio)/or his nominee; and

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Statute 6A on Board of Management, made by the Board of Management at its meetings held on October 7, 1988 and October, 5, 1989 received the approval of the Visitor vide MHRD letter No. F. 5-81/88-U.I. (Desk) dated April 20.1990.

Statute 6.1 on Librarian and Information Officer, made by the Board of Management at its meeting held on 28.3.97 received the approval of the Visitor vide MHRD letter No. F.5-33/97-Desk (U) (A) dated 20.6.97.

Consequent upon approval of the Visitor, as conveyed by the Ministry of HRD vide its letter No.F.5-29/2010-DL dt.17.9.2019, the University made the amendments to Clause (1)(v) of Statute 6A.