

FIRST STATUTES OF THE UNIVERSITY OF BUNDELKHAND, 1977

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CHAPTER-II A OTHER OFFICERS OF THE UNIVERSITY

Section 9 (1)	2.01 A	The members of the Executive Council shall be the officers of the University.
		The Vice-Chancellor
Section 13 (9) and 49 (c)	2.02	The Vice-Chancellor shall have power to call for such documents and information from an affiliated college in respect of any matter connected with teaching, examination, research, finance or any matter affecting the discipline or efficiency of teaching in the college, as he thinks fit;
		Finance Officer
Section 9(c)	2.03	When the office of the Finance Officer is vacant or when the Finance Officer is, by reason of illness, absence or any other cause unable to perform the duties of his office, the duties of the office shall be performed by one of the Deans of the Faculties nominated by the Vice-Chancellor and if for any reason the same is not feasible, then by the Registrar or by such officer as may be nominated by the Vice-Chancellor.
Section 15 (7) and 49 (c)	2.04	The Finance Officer- [a] shall exercise general supervision over the funds of the University; [b] may advise it in any financial matter either suo moto or on his advice being sought; [c] shall keep a constant watch on the state of the cash and balances and on the state of investments; [d] shall collect incomes, disburse the payments and maintain the accounts of the University; [e] shall ensure that the registers of building, land, furniture and equipment are maintained up-to- date and the stock checking of equipment and other consumable materials is conducted regularly in the University; [f] shall probe into any unauthorised expenditure and other financial irregularities and suggest to the competent authority, disciplinary action against persons at fault; [g] may call for any information or return from any department or unit of the University that he may consider necessary for the performance of his duties; [h] shall arrange for the conduct of continuous internal audit of the accounts of the University and shall pre-audit such bills as may be required in accordance with any standing orders in that behalf; [i] shall perform such other functions in respect of financial matters as may be assigned to him by the Executive Council or the Vice –Chancellor; [j] shall, subject to the provisions of the Act and statutes, exercise disciplinary control in terms of clauses (2) and (3) of Statute 2.06 over all the employees in the Audit and Accounts Section of the University below the rank of the Assistant Registrar (Accounts) and shall supervise the work of the Deputy/Assistant Registrar (Accounts) and the Accounts Officers.
Section 13(9), 15 (7) and 49 (c)	2.05	If any difference of opinion arises between the Vice-Chancellor and the Finance Officer on any matter concerning the performance of the function of the Finance Officer, the question shall be referred to the State Government whose decision shall be final and binding on both the officers.
		The Registrar
Section 13 9), 16(4), 21(i)(vi), and 21 (8) & 49 (c) & (e)	2.06	[1] Subject to the provisions of the Act and the Statutes, the Registrar shall have disciplinary control over all employees of the University, other than the following namely- [a] Officers of the University; [b] Deputy Registrar and Assistant Registrar; [c] Employees in the University in the Accounts and Audit Section. [2] The power to take disciplinary action under clause (1) shall include the power to order dismissal, removal, reduction in rank, reversion, termination or compulsory retirement of an employee referred to in the said clause, and shall also include the power to suspend such employee during the pendency or in contemplation of an enquiry. [3] No order shall be made under clause (2) except after an inquiry in which the employee has been informed of the charges against him and given a reasonable

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opportunity of being heard in respect of these charges:

Provided that where it is proposed after such inquiry, to impose on him any such penalty, such penalty may be imposed on the basis of the evidence adduced during such inquiry and it shall not be necessary to give such person any opportunity of making representation on the penalty proposed:

Provided further that this clause shall not apply in the following cases, notwithstanding that the order is based on any charge (including a charge of misconduct or inefficiency), if such order does not disclose on its face that it was passed on such basis-

- [a] An order of reversion of an officiating promotee to his substantive rank,
- [b] An order of termination of service of a temporary employee,
- [c] An order of compulsory retirement of an employee after he attains the age of fifty years,
- [d] An order of suspension.

Section 21 and 49 2.07

An employee of the University aggrieved by an order referred to in Statute 2.06 may prefer an appeal (through the Registrar) to the Disciplinary Committee constituted under Statute 8.01, within fifteen days from the date of service of such order on him. The decision of the Committee on such appeal shall be final.

Section 16 2.08

Subject to the provisions of the Act, it shall be the duty of the Registrar:-

- [a] to be the custodian of all the properties of the University unless otherwise provided for by the Executive Council;
- [b] to issue all notices convening meetings of the various authorities referred to in section 16(4) with the approval of the competent authority concerned and to keep the minutes of all such meetings;
- [c] to conduct the official correspondence of the Court, the Executive Council and the Academic Council;
- [d] to exercise all such powers as may be necessary or expedient for carrying into effect the orders of the Chancellor, Vice-Chancellor or various authorities or bodies of the University of which he acts as Secretary;
- [e] to represent the University in suits or proceedings by or against the University, sign powers of attorney and verify pleadings.

Section 27 (4) and 49 (b) 2.09

Dean of Faculties

- [1] If a casual vacancy occurs in the office of the Dean of a Faculty, the senior-most Professor, and where no Professor is available in that Faculty, the senior most Associate Professor in the Faculty shall perform the duties of the Dean.
- [2] No person shall continue to be a Dean after he has ceased to hold the post by virtue of which he came to hold the office of Dean.

Section 27 (4) 64 (2) and 74 (3) (b) 2.10

- [1] Except in the case of a Faculty where there is only one Professor, a teacher who on the date of commencement of these Statutes has:
 - [a] held the office of Dean for a period of three years or more, shall be deemed to have had his turn and the teacher next eligible in order of seniority shall assume office as Dean with effect from the commencement of these Statutes;
 - [b] not completed three years as Dean shall continue to hold the office of Dean till the completion of the period of three years and on such completion, the teacher next eligible in order of seniority shall assume office as Dean.
- [2] For the purpose of computing the period during which a teacher has held the office of Dean-
 - [a] any period during which such teacher was prevented from entering upon or continuing in the office of Dean by an order of any officer of the University or of any court, shall be excluded;
 - [b] any period during which any teacher has, under an order of any officer of the University or of any court, been allowed to hold the office of Dean, if being ultimately found that he was not legally entitled to hold such office during that period, shall count towards his term of office of Dean when he next gets his turn.

¹ Subs. By Noti. No. 3550/XV-10-85-12(3)83, dated 28-11-1985

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Section 18 and 49 (c)	2.11	The Dean of the Faculty shall have the following duties and powers :- [i] He shall preside at all meetings of the Board of Faculty and shall see that the various decisions of the Board are implemented. [ii] He shall be responsible for bringing the financial and other needs of the faculty to the notice of the Vice-Chancellor. [iii] He shall take necessary measures for the proper custody and maintenance of libraries, laboratories and other assets of the Departments comprised in the Faculty. [iv] He shall have the right to be present and to speak at any meeting of the Boards of Studies pertaining to his faculty but shall have no right to vote thereat unless he is a member thereof.
The Dean of Students Welfare		
Section 18 , 21(1)xvii, 49(c),Section 9 (h)	2.12	The Dean of Students Welfare shall be appointed from amongst the teachers of the University, who possess teaching experience of not less than 10 years and who are not below the rank of an Associate Professor by the Executive Council on the recommendation of a committee consisting of the Vice-Chancellor.
Section 49 (c), Section 9 (h)	2.13	The teacher, who is appointed as Dean of Students' Welfare shall, perform his duties as Dean in addition to his own duties as teacher.
Section 49	2.14	The term of office of the Dean of Students Welfare shall be three years unless determined earlier by the Executive Council: Provided that the Dean of Students Welfare holding office as such on the date immediately preceding the date of commencement of these Statutes shall be deemed to have been appointed under Statute 2.12.
Section 18 & 49 (c)	2.15	[1] The Dean of Students Welfare shall be assisted by a set of teachers (to be selected in the manner laid down in the ordinances), who shall perform their duties in addition to their normal duties of teachers. The teachers so selected shall be called Assistant Deans of Students Welfare. [2] One of the Assistant Deans of Students Welfare shall be appointed from amongst lady teachers of the University who shall look after the welfare of the girl students.
Section 18 and 49 (c) & (d)	2.16	[1] It shall be the duty of the Dean of Students' Welfare and the Assistant Deans of Students Welfare to assist generally the students in matters requiring help and guidance and in particular, to help and advise students and prospective students in- (i). obtaining admission to the University and its courses; (ii). the choice of suitable courses and hobbies; (iii). finding living accommodation; (iv).making messing arrangements; (v). obtaining medical advice and assistance; (vi).securing scholarships, stipends, part- time employment and other pecuniary assistance; (vii). obtaining travel facilities for holidays and educational excursions; (viii). securing facilities for further studies abroad; and (ix). so conducting themselves in proper pursuit of academic studies as to maintain the tradition of the University. [2] The Dean of Students' Welfare may communicate with the guardian of a student in respect of any matter requiring his assistance when necessary.
Section 49 (c)	2.17	The Dean of Students' Welfare shall exercise general control over the Superintendent or Assistant Superintendent of Physical Education, if any, and the University Medical Officer. He shall perform such other duties as may be assigned to him by the Executive Council or the Vice-Chancellor.
Section 13 (9)	2.18	The Vice-Chancellor may consult the Dean of Students Welfare before taking any action against a student on disciplinary grounds.
Section 49 (d)	2.19	The Dean of Students Welfare may be paid such honorarium out of the funds of the University as the Vice-Chancellor may fix with prior approval of the State Government.

Heads of the Departments

- Section 49 ²2.20*
Section 27(6)
- (1) The appointment of the Head of Department shall be made by the Vice-Chancellor in pursuance to the principle of rotation to the possible extent. Such appointment shall be intimated to the Executive Council.
 - (2) Notwithstanding anything contained in clause (1), if a senior teacher who under existent rotation is senior to those who have served as Heads of the Department or those junior teachers, who have been serving in the same capacity, could not be appointed on the post of the Head of Department for some reason or other, it shall be upon the Vice-Chancellor that he appoints the senior teacher as Head of the Department in the department concerned as and when the post of Head of the Department falls vacant, provided that he is eligible to be appointed as such.
 - (3) The tenure of the Head of Department shall be of three years' duration. Normally, a person shall not be appointed as the Head of the Department for second consecutive term.
 - (4) Notwithstanding anything contained in clause (1) and (2), in the event of pendency in the appointment of the Head of the Department or in case of absence due to leave, the Vice-Chancellor after assessing the situation prevalent, may direct a Professor or an Associate Professor of the Department concerned, either to respond to the duties of the Head of the Department or to perform as the Head of the Department, as the case may be, purely on adhoc basis.
Note: The principle of rotation shall be applicable in order of seniority. A teacher who has earlier served or has been serving as Head of the Department, the teacher who is the next senior, shall be entitled to the post of the Head of the Department.
 - (5) The Head of each Department shall exclusively be the Professor of the Department concerned. In case, there is only one Professor in a Department or a Professor does not possess eligibility to be appointed as Head of the Department, an Associate Professor may be appointed as Head of the Department and in case, no Professor or Associate Professor in a Department eligible to be appointed as Head of the Department, the Dean of the faculty concerned shall perform the duties of the Head of the Department concerned.
 - (6) The Heads of the Department who have completed their tenure of three years shall be replaced immediately and who have not yet completed their tenure of three years, shall be placed after they complete residue tenure.

The Librarian

- Section 49 ³2.21
- [1] The Librarian shall be appointed by the Executive Council on the recommendation of a Selection Committee.
 - [2] The Librarian may be assisted by Deputy Librarian and Assistant Librarian against the posts approved by the State Government.
 - [3] Selection Committees for the posts of Librarian, Deputy Librarian and Assistant Librarian shall be the same as that of a Professor, Associate Professor and Assistant Professor respectively, except that the concerned expert in Library, a practicing Librarian shall be associated with the Selection Committee as one of the subject expert.
- Section 49 (c) ⁴2.22 The minimum qualification of the Librarian, Deputy Librarian and Assistant Librarian shall be such as are provided in statute 11.03.05.
- Section 49 (c) ⁵2.23 The emoluments of the Librarian shall be such as may be approved by the State Government.
- Section 49 (c) ⁶2.24 It shall be the duty of the Librarian to maintain the Library of the University and to organize its service in the manner most conducive to the interest of teaching and research.
- Section 49 (c) ⁷2.25 The Librarian shall be under the disciplinary control of the Vice-Chancellor:
Provided that he shall have a right of appeal to the Executive Council against any

² Inserted vide G.O.No.377/Sattar-1-2013-16(114)/2010 dated 3/12/2013

*As amended vide G.O. No.377/Sattar-1-2013-16(114)2010 dated 03-12-13.

⁴ Inserted vide G.O.No.377/Sattar-1-2013-16(114)/2010 dated 3/12/2013

⁵ Inserted vide G.O.No.377/Sattar-1-2013-16(114)/2010 dated 3/12/2013

⁶ Repealed vide G.O.No.377/Sattar-1-2013-16(114)/2010 dated 3/12/2013

⁷ Repealed vide G.O.No.377/Sattar-1-2013-16(114)/2010 dated 3/12/2013

⁸ Repealed vide G.O.No.377/Sattar-1-2013-16(114)/2010 dated 3/12/2013

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order of the Vice-Chancellor passed in the disciplinary proceedings against him.

The Proctor

- Section 18 and 49 (c)** 2.26 The Proctor shall be appointed from amongst the teachers of the University by the Executive Council on the recommendation of the Vice-Chancellor. The Proctor shall assist the Vice-Chancellor in exercise of his disciplinary authority in respect of students of the University and shall also exercise such powers and perform such duties in respect of discipline as may be assigned to him by the Vice-Chancellor in this behalf.
- Section 49 (c)** 2.27 The Proctor shall be assisted by Assistant Proctor whose number shall be fixed by the Executive Council from time to time.
- Section 49 (c)** 2.28 The Assistant Proctors shall be appointed by the Vice-Chancellor in consultation with the Proctor.
- Section 49 (c) and 49 (e)** 2.29 The Proctor and the Assistant Proctors shall hold office for one year and shall be eligible for re-appointment:
Provided that for so long as his successor is not appointed, every Proctor or Assistant Proctor shall continue in office:
Provided further that the Executive Council may, on the recommendation of the Vice-Chancellor, remove the Proctor before the expiry of the said period:
Provided also that the Vice-Chancellor may remove an Assistant Proctor before the expiry of the said period.
- 2.30 The Proctor and the Assistant Proctors may be paid such honorarium out of the funds of the University, as may be fixed by the Vice-Chancellor with prior approval of the State Government.

⁸CHAPTER III

The Executive Council

- 3.01 The Deans of Faculties, who shall be members of the Executive Council under Section 20 (1) (c) shall be chosen in the order in which the names of various Faculties are enumerated in Statute 7.01.
- Section (20) (1)** ⁹3.01A Representation of Professors, Associate Professors and Assistant Professors of the University under Clause (i) of Section 20 (1) (d) shall be as follows -
(a) one Professor to be selected by rotation in order of seniority;
(b) one Associate Professor to be selected by rotation in order of seniority;
(c) one Assistant Professor to be selected by rotation in order of seniority.
- 3.02 Three Principals and two teachers of affiliated colleges who shall be members of the Executive Council under Clause (ii) of Section 20 (1) (d) shall be selected by rotation in order of seniority as such Principals or teachers, as the case may be.
- Section (20) (1) (f)** 3.03 Persons elected under Clause (f) of Section 20 (1) shall cease to be members of the Executive Council on their subsequently becoming students of or accepting service in the University, an Institute, a constituent college, an affiliated college, a hall or college or a hostel of the University.
- Section 49 (a) and (b)** 3.04 No person shall be or continue to be a member of the Executive Council in more than one capacity, and whenever a person so becomes a member of the Executive Council in more than one capacity, he shall within two weeks thereof choose the capacity in which he desires to be member of the Executive Council and shall vacate the other seat. Where he does not so choose, the seat held by him earlier in point of time shall be deemed to have vacated with effect from the date of expiry of the aforesaid period of two weeks.
- Section 21 (8)** 3.05 The Executive Council may, by resolution passed by a majority of its total membership, delegate such of its powers as it deems fit to an officer or authority of the University subject to such conditions as may be specified in the resolution.
- Section 20 and 49 (b)** 3.06 The meeting of the Executive Council shall be called under the directions of the Vice-Chancellor.
- Section 20 and 49 (b)** 3.07 The Executive Council shall obtain the opinion of the Finance Officer before considering any proposal involving financial implications.

CHAPTER-IV

¹Inserted by Noti.No.930/XV-10-85(15)75 dated 27-03-1985

⁸Inserted by Noti. No. 3550/XV-10-85-12(3)83, dated 28-11-1985

⁹ Inserted by Noti. No. 3550/XV-10-85-12(3)83, dated 28-11-1985

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Section 22 (1) (xi) and 49 (q)	4.10	Registered Graduates to the Court to be held on the publication of these Statutes. A representative of registered graduates elected under Clause (xi) of Section 22 (1) shall cease to be a member on entering the service of the University or of an Institute or a constituent college, an affiliated college, a hostel, a hall or on being connected with the management of an affiliated college, a hall or hostel or on becoming a student, and the seat so vacated shall be filled up by the person available who secured the next highest vote at the time of the previous election for the residue of his term.
Section 22 (1) (xi)	4.11	A registered graduate, who is already a member of the Court in another capacity may seek election as a representative of registered graduates, and on his being so elected, the provisions of Statute 3.05 shall mutatis mutandis apply.
Section 22 (1) (xi)	4.12	The election of the registered graduates under this Chapter shall be held in accordance with the system of proportional representation by means of single transferable vote as laid down in Appendix A .
Section (22) (2) and 49 (b)	4.13	The term of the members of the Court shall commence from the date of the first meeting of the Court.
CHAPTER - V Academic Council		
Section 25 (2) (vi)	¹¹ 5.01	<i>Repealed</i>
Section 25 (2) (vii) 25 (3) and 49 (b)	5.02	Three Principals of Affiliated Colleges of the University, who shall be members of the Academic Council under Clause (vii) of Section 25 (2), shall be selected in order of seniority as Principal of such College.
Section 25 (2) (viii) and 49 (b)	¹² 5.03	Fifteen teachers who shall be members of the Academic Council under Clause (viii) of section 25 (2) shall be selected in the following manner :- (a) Seven Assistant Professors of the University by rotation in order of seniority. (b) Eight teachers of the Affiliated College (not being Principals) by rotation in order of seniority.
		Note - (1) Not more than two Assistant Professors from the same Faculty, and not more than two teachers from the same Affiliated College shall be members under this Statute.
		Note - (2) In the event of more than two Assistant Professors from the same Faculty and more than two teachers of the same College being entitled to be members of the Academic Council under this Statute, the senior-most Assistant Professors and two senior-most teachers, shall be members of the Academic Council. Teachers so passed over shall have their turn in rotation next time.
Section 25 (2) (xi) and 49 (b)	5.04	Five persons of academic eminence who shall be members of the Academic Council under clause (xi) of Section 25 (2) shall be co-opted by the members mentioned under clauses (i) to (x) of that section, who shall be called to a meeting by the Registrar, from amongst persons who are not employees of the University, a Constituent College, an Institute, an Affiliated College, a hall or hostel.
Section 25 (3) and 49 (b)	5.05	Members under Clauses (vi), (vii), (viii) and (xi) of Section 25 (2), shall hold office for a period of three years.
Section 25 (1) (c)	5.06	Subject to the provisions of the Act, these Statutes and the Ordinances, the Academic Council shall have the following powers, namely- (i) to scrutinize and make its recommendations on proposals submitted by the Boards of Studies through the Faculties in regard to the courses of study and to recommend principles and criteria on which examiners and the inspectors may be appointed, for the consideration of the Executive Council; (ii) to report on any matter referred or entrusted to it by the Court or the Executive Council; (iii) to advise the Executive Council in regard to the recognition of the diplomas and degrees of other Universities and institutions and in regard to their equivalence with the diplomas and degrees of the University or the Intermediate Examination conducted by the Board of High School and Intermediate Education, Uttar Pradesh;

¹¹ Omitted by Noti. No. 3550/XV-10-85-72(3)83, dated 28-11-1985

¹² Substituted by Noti. No. 3550/XV-10-85-72(3)83, dated 28-11-1985

- (iv) to advise the Executive Council in regard to the qualifications required to be possessed by persons imparting instruction in particular subjects for the various degrees and diplomas of the University; and
- (v) to perform in relation to academic matters all such duties and to do all such acts as may be necessary for the proper carrying out of the provisions of the Act, the Statutes and the Ordinances.

Section 25 & 49 (b) 5.07

The meetings of the Academic Council shall be called under the directions of the Vice-Chancellor.

CHAPTER-VI

The Finance Committee

Section 49 (b) 6.01

The term of membership of the person referred to in clause (d) of section 26 (1), shall be one year, provided that he shall continue in office till the election of his successor. No such member shall hold office successively for more than three terms.

Section 26 (3) and 49 (a) 6.02

Items of new expenditure not already included in the financial estimates, shall be referred to the Finance Committee :-

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

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

Section 26 and 49 (a) 6.03

The Finance Committee shall, on or before such date as may be provided for in this behalf by the Ordinances, consider all items of expenditure referred to it under Statute 6.02 or Statute 6.04 and shall make and communicate to the Executive Council, as soon as may be, its recommendations thereon.

Section 26 (3) and 49 (a) 6.04

If the Executive Council, at any time after the consideration of the annual financial estimates (i.e. the budget), proposes any revision thereof involving recurring or non-recurring expenditure of the amounts referred to in Statute 6.02, the Executive Council shall refer the proposal to the Finance Committee.

Section 26 (1) and 49 (a) 6.05

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

Section 26 (3) and 49 (a) 6.06

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

Section 25 (5) and 49 (a) 6.07

The Finance Committee shall meet at least twice every year to examine the accounts and to scrutinize proposals for expenditure.

Section 15 (7) and 49 (c) 6.08

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

CHAPTER-VII

The Faculties

Section 27 (1) 7.00

The University shall have the following Faculties, namely :

- (a) Faculty of Agriculture,
(b) Faculty of Architecture,
(c) Faculty of Arts,
(d) ¹³Faculty of Ayurveda and Alternate Medicine,
(f) Faculty of Commerce,
(g) Faculty of Education,
(h) Faculty of Engineering & Technology,
(i) Faculty of Law,
(j) Faculty of Medicine,
(k) ¹⁴Faculty of Music and Fine Arts,

¹³ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

¹⁴ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

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- (l) Faculty of Regional and Environmental Studies,
(m) Faculty of Science.
- Section 27 (3)** **NOTE:** The Maharani Laxmi Bai Medical College, Jhansi shall constitute the Faculty of Medicine.
- Section 27 (3)** **7.01** (1) The Board of each Faculty other than the Faculty of Law, Commerce, Education Medicine, ¹⁵[Architecture and Regional and Environmental Studies], Engineering shall be constituted as follows ::
- (i) The Dean of the Faculty who shall be the Chairperson.
 - (ii) One Senior-most teacher who shall either be a Principal or senior most teacher of Post- Graduate Department for each of the subjects comprised in the Faculty and recognized up to Post-graduate standard.
 - (iii) One senior most teacher who shall be a Principal or senior most teacher of a Department for each of the subject comprised in the Faculty and recognized up to first degree standard only.
 - (iv) Three senior-most teachers in the Faculty other than Principals and teachers mentioned in clauses (ii) and (iii) above:
Provided that not two shall profess the same subject and belong to the same college, where there is more than one college recognized for the teaching of the subject. The teachers so passed over shall not lose their turn in rotation next time.
 - (v) ¹⁶[Four] persons possessing expert knowledge of the subjects comprised in the Faculty or subjects allied to them, not in the service of the University or any of its colleges, to be nominated by the Vice-Chancellor from the following categories-
 - (a) Professors of University;
 - (b) Present or retired Principals of Post- Graduate Colleges;
 - (c) Directors of Research Institutes:Provided that the number of members from category (b) shall not exceed three,
¹⁷(vi) All Professors of the University and of constituent colleges in the subject comprised in the Faculty.
- (2) The teachers under items (ii), (iii) and (iv) of clause (1) shall be chosen by rotation in order of seniority.
- Section 27 (3)** **7.02** The Board of the Faculty of Law shall be constituted as follows:-
- (i) The Dean of the Faculty, who shall be the Chairperson,
 - (ii) Five teachers of Law who shall be either Principals or the senior most teachers by rotation in order of seniority from among teachers of the affiliated colleges.
 - (iii) Five teachers of Law other than Principals and teachers mentioned in clause (ii) above by rotation in order of seniority from among teachers of affiliated colleges: provided both of them shall not belong to the same college. The teachers so passed over shall not lose their turn in rotation next time,
 - (iv) Three persons possessing expert knowledge of the subjects comprised in the Faculty or subjects allied to them not in the service of the University or any of its Colleges, to be nominated by the Vice-Chancellor from the following categories:
 - (a) Professors of University;
 - (b) Present or retired; Principals of Post-Graduate College;
 - (c) Directors of Research Institutes;Provided that the number of members from category (b) shall not exceed one,
 - (v) The District Judge of Jhansi.
- Section 27 (3)** **7.03** The Board of the Faculty of Commerce shall be constituted as follows:-
- (i) The Dean of the Faculty, who shall be the chairperson,
 - (ii) Five teachers of the subject who shall be either Principals or the senior-most teachers of the Post-Graduate department by rotation in order of seniority from among teachers of affiliated Colleges.
 - (iii) All Professors of the University, if any, belonging to the faculty,
 - (iv) Convener of the Board of Studies in Economics in the University;

¹⁵ Inserted by Noti. No. 3550/XV-10-85-72(3)83, dated 28-11-1985

¹⁶ Substituted by Noti. No. 3550/XV-10-85-72(3)83, dated 28-11-1985

¹⁷ Substituted by Noti. No. 3550/XV-10-85-72(3)83, dated 28-11-1985

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- (v) Three persons possessing expert knowledge of the subject comprised in the Faculty or subjects allied to them, not in the service of University or any of its affiliated colleges, to be nominated by the Vice Chancellor from the following categories :-
- (a) Professors of University;
 - (b) Present or retired; Principals of Post-Graduate Colleges;
 - (c) Directors of Research Institutes:
- Provided that the number of members from category (b) shall not exceed one,
- (vi) ¹⁸President of the Chamber of Commerce and industry, U.P.
- Section 27 (2) 7.04** The Board of the Faculty of Education shall be constituted as follows:
- (i) Dean of the Faculty, who shall be the Chairperson.
 - (ii) Five teachers of education who shall be either Principals or the senior- most teachers of Department by rotation in order of seniority from among teachers of affiliated colleges: provided that at least two of them shall belong to Department teaching up to M.Ed. standard,
 - (iii) Three teachers, other than Principals and teachers mentioned in clause (ii) above by rotation in order of seniority from among teachers of affiliated colleges: Provided that not more than one shall belong to the same College. The teachers so passed over shall not lose their turn in rotation next time,
 - (iv) Three persons possessing expert knowledge of the subject comprised in the Faculty or subjects allied to them, not in the service of University or any of its affiliated colleges, to be nominated by the Vice-Chancellor from the following categories :-
 - (a) Professors of University;
 - (b) Present or retired Principals of Post-Graduate Colleges.
- Section 27 (3) 7.05** (1) The Board of the Faculty of Medicine shall be constituted as follows:-
- (i) The Dean of the Faculty, who shall be the Chairperson,
 - (ii) All Heads of the Department and all Professors in Maharani Laxmi Bai Medical College, Jhansi,
 - (iii) One Associate Professor, not being Head of Department and one Assistant Professor from each Department of teaching in Maharani Laxmi Bai Medical College, Jhansi, by rotation in order of seniority,
 - (iv) The senior-most teacher of each branch of a subject of study comprised in the Faculty in which a separate course is prescribed for a post graduate degree or for part I and part II of the examination for such degree in case such branch of the subject is not represented by a member under any of the foregoing heads;
 - (v) Such numbers of persons not exceeding five, as are not in the service of the University, an Affiliated College, a Constituted College, Hall or a Hostel who may be nominated by the Academic Council on Account of their expert knowledge in subjects assigned to the Faculty.
- Section 27 (3) ¹⁹7.06 (A)** The Board of the Faculty of Regional and Environmental Studies and the Faculty of Architecture shall be constituted as follows :-
- (i) The Dean of the Faculty, who shall be the Chairperson.
 - (ii) All Heads of Department and Professors of the subjects, taught in the Faculty.
 - (iii) One Associate Professor and one Assistant Professor, not being Head of the Department from each Department of teaching assigned to the Faculty, by rotation every year in order of seniority.
 - (iv) The senior- most teacher of each branch of subject of study comprised in the Faculty in which an independent course is prescribed or for a post graduate degree or for part I and part II of the examination for such degree unless such branch of the subject is professed by any member under any other Head.
 - (v) Such numbers of persons not exceeding five as are not in the services of the University, an Affiliated College, a Constituent College, Hall or a Hostel who may be nominated by the Academic Council on account of their expert knowledge in subject assigned to the Faculty.

¹⁸ Substituted by Noti. No. 3550/XV-10-85-72(3)83, dated 28-11-1985

¹⁹ Inserted by Noti. No. 3550/XV-10-85-72(3)83, dated 28-11-1985

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- Section 27 (3)** **7.06 (B)**²⁰ The Board of the Faculty of Engineering and Technology shall be constituted as follows:-
- (i) The Dean of the Faculty, who shall be the chairperson;
 - (ii) ²¹All Heads of Department and Professors of the subjects, taught in the Faculty,
 - (iii) One Associate Professor not being head of Department and one Assistant Professor from each Department of teaching by rotation in order of seniority,
 - (iv) The senior most teacher of each branch of a subject of study comprised of the Faculty in which a separate course is prescribed for Post Graduate degree or for part I or part II of the examination for such degree in case such branch of the subject is not professed by any member under any other heads,
 - (v) Four other persons, of whom two shall be teachers of Engineering & Technology subjects in Universities other than Bundelkhand University; two shall be persons other than teachers possessing expert knowledge in Engineering & Technology to be nominated by the Academic Council.
- Section 27 (3)** **7.07** The following shall be the Departments comprised in the Faculty of Agriculture-
- (1) For Post-graduate Department:-
 - (i) Agronomy,
 - (ii) Agricultural Economics;
 - (iii) Animal Husbandry and Dairying,
 - (iv) Agricultural Chemistry,
 - (v) Horticulture,
 - (vi) Plant Pathology,
 - (vii) Agricultural Botany,
 - (viii) Agricultural Zoology and Entomology,
 - (ix) Agricultural Extension,
 - (x) Soil Conservation,
 - (xi) Plant Physiology,
 - (xii) Genetics and Plant Breeding.
 - (2) In case of Colleges teaching agriculture for the first degree only. the following shall be the Departments of studies:-
 - (a) Agronomy :-
 - (i) Agronomy,
 - (ii) Agriculture Engineering,
 - (iii) Agriculture Economics,
 - (iv) Agriculture Extension.
 - (b) Horticulture and Agriculture Botany :-
 - (i) Horticulture,
 - (ii) Plant Pathology,
 - (iii) Agriculture Botany.
 - (c) Animal Husbandry and Dairying :-
 - (i) Animal Husbandry,
 - (ii) Dairying,
 - (iii) Zoology and Entomology,
 - (iv) Veterinary Science.
 - (d) Agriculture Chemistry.
- Section 27 (3)** **7.08** The following shall be the Departments comprised in the Faculty of Arts :-
- (1) Sanskrit,
 - (2) Hindi,
 - (3) Home Science,
 - (4) Drawing and Painting,
 - (5) English,
 - (6) Economics,
 - (7) Psychology,
 - (8) Education,

²⁰ Substituted by Noti. No. 3550/XV-10-85-72(3)83, dated 28-11-1985

²¹ Substituted by Noti. No. 3550/XV-10-85-72(3)83, dated 28-11-1985

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- (9) Political Science,
- (10) History,
- (11) Military Studies,
- (12) Geography,
- (13) Music,
- (14) Mathematics,
- (15) Sociology,
- (16) ²²Urdu,
- (17) ²³Ancient Indian History, Culture and Archaeology,
- (18) Banking, Economics and Finance,
- (19) Anthropology,
- (20) Philosophy,
- (21) Physical Education,
- (22) Library Science,
- (23) Journalism,
- (24) ²⁴Social Work,
- (25) ²⁵Public Administration,
- (26) ²⁶Women's Studies.

- Section 27 (2)** **7.09** The following shall be the Departments comprised in the Faculty of Commerce:-
- (1) ²⁷Business Administration,
 - (2) Commerce,
 - (3) ²⁸Tourism and Hotel Management.
- Section 27 (2)** **7.10** The following shall be the Department comprised in the faculty of Law:
- [1] Law.
- Section 27 (3)** **7.11** The following shall be the Departments comprised in the Faculty of Medicine:-
- (1) Anatomy,
 - (2) Physiology,
 - (3) Pharmacology,
 - (4) Pathology,
 - (5) Forensic Medicine,
 - (6) Community Medicine,
 - (7) Medicine,
 - (8) Surgery,
 - (9) Ophthalmology,
 - (10) Obstetrics and Gynecology,
 - (11) Radiology,
 - (12) Tuberculosis,
 - (13) Orthopaedics,
 - (14) Anaesthesiology,
 - (15) Paediatrics,
 - (16) Ear, Nose, and Throat,
 - (17) Bio-Chemistry,
 - (18) Psychiatry,
 - (19) Dentistry,
 - (20) Dermatology, Skin and Venereal Diseases,
 - (21) ²⁹Biomedical Sciences,
 - (22) ³⁰Pure and Radiation Biology,
 - (23) ³¹Rehabilitation Sciences,

²² Inserted by Noti. No. 4462/XV-10-60-(74)76, dated 27-12-1978

²³ Inserted by Noti. No. 6806/XV-10-86-10-112-85, dated 31-03-1987

²⁴ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

²⁵ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

²⁶ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

²⁷ Inserted by Noti. No. 6806/XV-10-86-10-112-85, dated 31-03-1987

²⁸ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

²⁹ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

³⁰ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

³¹ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

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- (24) ³²Dental Medicine Science,
(25) ³³Nursing,
(26) ³⁴Pharmacy.
- Section 27 (2)** **7.12** The following shall be the Departments comprised in the Faculty of Science:-
(1) Physics,
(2) Chemistry,
(3) Botany,
(4) Zoology,
(5) Mathematics,
(6) Defense Studies,
(7) Geography,
(8) ³⁵Mathematics and Statistics,
(9) ³⁶Computer Applications and Mathematical Sciences,
(10) ³⁷Electronics,
(11) ³⁸Geology,
(12) Home Science,
(13) Environmental Sciences,
(14) ³⁹Biophysics,
(15) ⁴⁰Biochemistry,
(16) ⁴¹Microbiology,
(17) ⁴²Biotechnology,
(18) Computer Applications.
- Section 27 (2)** **7.13** The following shall be the Departments comprised in the Faculty of Education:-
(1) Education,
(2) ⁴³Adult and Continuing Education.
- Section 27 (3)** **7.13 A** The following shall be the Department comprised in the Faculty of Regional and Environmental Studies :-
(1) Regional and Environmental Studies,
(2) ⁴⁴Forestry and Wild Life,
(3) ⁴⁵Non Conventional Energy Resources.
- Section 27 (2)** **7.13-B** The following shall be the Department comprised in the Faculty of Architecture:-
(1) Architecture.
- Section 27 (2)** **7.13-C** The following shall be the Departments comprised in the Faculty of Engineering & Technology:-
(1) Civil Engineering,
(2) Computer Science & Engineering,
(3) Chemical Engineering,
(4) Electronics & Instrumentation,
(5) Mechanical Engineering,
(6) Applied Sciences and Humanities,
(7) ⁴⁶Information Technology,
(8) ⁴⁷Biotechnology,
(9) ⁴⁸Food Technology,

³² Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

³³ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

³⁴ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

³⁵ Inserted by Noti. No. 6806/XV-10-86-10-112-85, dated 31-03-1987

³⁶ Substituted by Noti. No. 1043/XV-10-81-12-(12)-79, dated 05-05-1981

³⁷ Substituted by Noti. No. 1043/XV-10-81-12-(12)-79, dated 05-05-1981

³⁸ Substituted by Noti. No. 1043/XV-10-81-12-(12)-79, dated 05-05-1981

³⁹ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁴⁰ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁴¹ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁴² Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁴³ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁴⁴ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁴⁵ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁴⁶ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁴⁷ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁴⁸ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

		(10)	⁴⁹ Fashion Technology,
		(11)	⁵⁰ Biomedical Engineering,
		(12)	⁵¹ Computer Engineering,
		(13)	⁵² Polymer Technology & Science,
		(14)	⁵³ Electronics & Communication,
		(15)	⁵⁴ Instrumentation & Control.
Section 27 (2)	7.13-D	The following shall be the Departments comprised in the Faculty of Music and Fine Arts:-	
		(1)	⁵⁵ Music,
		(2)	⁵⁶ Drawing and other auxilliary subjects.
Section 27 (2)	7.13-E	The following shall be the Departments comprised in the Faculty of Ayurveda and Alternate Medicine:-	
		(1)	⁵⁷ Ayurved and Alternate Medicine.
		⁵⁸Restrictive Clause:	
		1. These new faculties and departments shall be established subject to the condition that University shall obtain necessary prior permission from statutory bodies of Union/State Government and they shall run under Self Financing Scheme.	
		2. Initially the new departments shall be established on the basis of availability of financial resources and infrastructural facilities gradually.	
Section 27 (3) and 49 (b)	7.14	[1]	Save as otherwise provided in this Chapter, members of the Board of Faculty other than <i>ex-officio</i> members shall hold office for a period of three years.
		[2]	The meetings of the Board of Faculty shall be convened under the directions of its Chairperson.
Section 27 (3)	7.15	Subject to the provisions of the Act, the Board of each Faculty shall have the following powers, namely-	
		[i]	to make recommendations to the Academic Council regarding the courses of study, after consulting the Board of Studies concerned;
		[ii]	to make recommendations to the Academic Council regarding the teaching and research work of the University in the subjects assigned to the Faculty;
		[iii]	to consider and make recommendations to the Academic Council on any question, pertaining to its sphere of work which may appear to it necessary and on any matter referred to it by the Academic Council.
Section 27 (3)	7.16	Nothing contained in this Chapter shall be construed to authorize the opening of any Department of teaching in the University not in existence at the commencement of these Statutes unless prior approval of the Chancellor has been obtained and necessary grant for it has been secured.	

CHAPTER -VIII

Other Authorities and Bodies of the University

Disciplinary Committee

Section 49(a) & (b)	8.01	[1]	The Executive Council shall constitute, for such terms as it thinks fit, a Disciplinary Committee in the University which shall consist of the Vice-Chancellor and two other persons nominated by it: Provided that if the Executive Council considers it expedient, it may constitute more than one such Committee to consider different cases or classes of cases.
		[2]	No teacher against whom any case involving disciplinary action is pending shall serve as a member of the Disciplinary Committee dealing with the case.
		[3]	The Executive Council may at any stage transfer any case from one Disciplinary Committee to another Disciplinary Committee.
Section 49	8.02	[1]	The functions of the Disciplinary Committee shall be as follows-

⁴⁹ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁵⁰ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁵¹ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁵² Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁵³ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁵⁴ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁵⁵ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁵⁶ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁵⁷ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

⁵⁸ Substituted by Noti. No. E 1490/G.S., dated 06-03-2006

- [a] to decide any appeal referred by an employee of the University under Statute 2.07;
- [b] to hold inquiry into cases involving disciplinary action against a teacher or the Librarian of the University;
- [c] to recommend suspension of any employee referred to in sub-clause (b) above pending or in contemplation of inquiry against such employee;
- [d] to exercise such other powers and perform such other functions as may, from time to time, be entrusted to it by the Executive Council.

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

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

Departmental Committee

Section 49 **⁶⁰8.02 A** There shall be a Departmental Committee in each Department of teaching in the University to assist the Head of the Department appointed under Statute 2.20.

Section 49 **8.02 B** The Departmental Committee shall consist of :-

- (i) The Head of the Department, who shall be Chairperson,
- (ii) All Professors in the Department, and if there is no Professor, then all Associate Professors in the Department,
- (iii) In the case of a Department which has Professors as well as Associate Professors, then two Associate Professors by rotation according to seniority for a period of three years.
- (iv) In the case of a Department which has Associate Professors as well as Assistant Professors, then one Assistant Professor and in a Department which has no Associate Professor then two Assistant Professors, by rotation according to seniority for a period of three years;

Provided that for any matter, specifically concerning any subject or specialty, the senior-most teacher of that subject or specialty, if not already included according to this statute, shall be specially invited for that matter.

Section 49 **8.02 C** The functions of the Departmental Committee shall be as follows:-

- [i] to make recommendations regarding distribution of teaching work among the teachers of the Department;
- [ii] to make suggestion regarding co-ordination of the research and other activities in the Department;
- [iii] to make recommendations regarding appointment of staff in the Department for which the Head of Department is the appointing authority;
- [iv] to consider matters of general and academic interest to the Department.

Section 49 **8.02 D** The Committee shall meet at least once in a quarter. The minutes of its meeting shall be submitted to the Vice-Chancellor.

Examinations Committee

Section 49 (a) **8.03** The Examinations Committee may, on the recommendation of the person or persons or the sub-committee referred to in sub-section (3) of Section 29, debar an examinee from appearing in any future examination or examinations, if in the opinion of the Committee, such examinee was guilty of misbehaviour or using of unfair means at any examination conducted by the University.

CHAPTER-IX

Boards

Section 49 **⁶¹9.01** The University may in addition to the Boards of Faculties and the Boards of Studies, have the following Boards, namely :-

- [a] Planning Board
- [b] The Board of Students Welfare.

Planning Board

9.01 A The Planning Board shall consist of the following :-

⁵⁹ Substituted by Noti. No. 1043/XV-10-81-12-(12)-79, dated 05-05-1981

⁶⁰ Inserted by Noti. No. 6806/XV-10-86-10-112-85, dated 31-03-1987

⁶¹ Inserted by Noti. No. 6806/XV-10-86-10-112-85, dated 31-03-1987

- (1) Vice-Chancellor, who shall be the Chairman,
(2) Secretary to Government U.P, Higher Education Department,
(3) Commissioner of the Division/Secretary Bundelkhand Development Board,
(4) Secretary, University Grants Commission or his nominee,
(5) Three educationists of eminence belonging to different disciplines nominated by the Vice-Chancellor for three years,
(6) Finance Officer,
(7) Registrar, *Member-Secretary*.
- 9.01 B** The functions of the Board shall be-
- (1) to prepare plans for the future development of the University,
(2) to review the process to the academic Development of the University,
(3) to establish liaison between the University and University Grants Commission, State Government and other national academic bodies of the country such as CSIR, ICAR, ICMR, ICSSR, etc.,
(4) to undertake such schemes as the Executive Council may direct from time to time.
- 9.01-C** The term of the members mentioned in Statute 9.01-A (5) shall be three years from the date of nomination.
- Section 49 and 51 9.02** The powers, functions and the constitution of the Board Students' Welfare mentioned in Statute. 9.01 shall be such as may be laid down in the Ordinances:
Provided that the ordinances relating to the Board of Students' Welfare shall provide for the representation of the students also, and the term of such student representatives shall be one year.
- ⁶²CHAPTER-X A**
Classification of Teachers
- Section 31 and 49 (d) ⁶³10.01 A** There shall be following classes of teachers of the University:-
- [1] Professors,
[2] Associate Professors, and
[3] Assistant Professors.
- Section 31 and 49 (d) 10.02 A** Teachers of the University shall be appointed in the subjects on whole-time basis in the scales of pay approved by the State Government :
Provided that part-time Assistant Professors may be appointed in subjects in which in the opinion of the Academic Council such Lecturers are required in the interest of teaching or for other reasons. Such part time Assistant Professors may receive salary ordinarily not exceeding one-half of the initial salary of the scale for the post to which they are appointed. Persons working as Research Fellows or as Research Assistants may be called upon to act as part-time Assistant Professors..
- Section 31 and 49 (d) 10.03 A** The Executive Council may, on the recommendations of the Academic Council, appoint-
- [1] Professors of academic eminence and outstanding merit on special contract in accordance with the ordinance in that behalf,
[2] Honorary Emeritus Professors who shall-
- [a] deliver lectures on special subjects;
[b] guide research;
[c] be entitled to be present in meeting of the Board of Faculty concerned and to take part in its discussions but will not have the right of vote;
[d] be provided with facilities for study and research in the libraries and laboratories of the University as far as possible ; and
[e] be entitled to attend Convocations:
- Provided that a person shall not, merely by virtue of holding the post of a Professor in the Department as an Honorary Emeritus Professor be eligible to hold any office in the University or in any Authority or Body thereof.
- Section 21 (xvii),31 10.04 A** Instructors or Teaching Research Assistants may be appointed by the Executive

⁶² Inserted by Noti. No. 978/XV-10, dated 251-03-1989

⁶³ Modified vide G.O.No.377/Sattar-1-2013-16(114)/2010 dated 3/12/2013

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- and 49 (0)
Section 31 and 49 (d) 10.05 A
Council on such terms and conditions as may be provided for in the ordinances.
[1] The Principal and other teachers of affiliated college shall be employed on whole-time basis in the scale of pay approved by the State Government.
[2] Subject to the provisions of clause (iv) of Statute 18.02, the proportion of part-time teachers shall not exceed at any time one-fourth of the strength of the full-time teaching staff in the Department concerned :
Provided that where the number of teachers in a Department is less than four, the appointment of one part-time teacher may be permitted by the Vice-Chancellor.
¹Provided further that the proportion of part-time teachers in the Law Department may be one half of the strength of the full-time teaching staff in the Department.
- Section 49 (c) 10.06-A
No part-time teacher in an affiliated college shall hold any other office in that college.

⁶⁴CHAPTER XI

QUALIFICATIONS AND APPOINTMENT OF TEACHERS AND LIBRARY CADRE IN THE UNIVERSITY AND COLLEGES

Part I

11.01⁶⁵

COVERAGE

For teachers in-

- (a) the Faculty of Agriculture and Veterinary Sciences, the norms/regulations of the Veterinary Council of India or Council of Agricultural Research;
- (b) the Faculty of Medicine, Dentistry, Nursing and AYUSH, the norms/regulations of Medical Council of India, Dental Council of India, Indian Nursing Council, Central Council of Indian Medicines etc. or Ministry of Health and Family Welfare, Government of India;
- (c) the Faculty of Education, the norms/regulations formulated in consultations with National Council of Teacher Education;
- (d) the Engineering and Technology, Pharmacy and Management/Business Administration, the norms/regulations formulated in consultations with All India Council for Technical Education;
- (e) the field of rehabilitation and special education at Degree, PG Diploma and Masters level, the norms/Regulations formulated in consultations with Rehabilitation Council of India ;
- (f) the faculty of Law, the norms/regulations of Bar Council of India; and
- (g) other Faculties, (e.g. Arts, Commerce, Fine Arts, Home Science, Music and Science etc.) regulations of University Grants Commission on minimum qualifications, and other regulatory bodies, if any, shall apply.

11.02

GENERAL PROVISIONS FOR RECRUITMENT AND MINIMUM QUALIFICATIONS

11.02.01

NET/SLET/SET shall remain the minimum eligibility condition for recruitment and appointment of Assistant Professors and Assistant Librarian/College Librarian in University/Colleges / Institutions:

Provided, however, that candidates, who are or who have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor and Assistant Librarian/College Librarian or equivalent positions in University / Colleges / Institutions.

11.02.02

NET/SLET/SET shall not be required for such Master Degree Programmes in disciplines for which NET/SLET/SET accredited test is not conducted.

11.02.03

A minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) will be required at the Master's degree level with good academic record for those candidates to be recruited as teachers at any level from industries

⁶⁴ Inserted by Eighth Amendment, dated 17-5-79

⁶⁵ Amendment vide G.O.No.377/Sattar-1-2013-16(114)/2010 dated 3/12/2013

and research institutions and at the entry level of Assistant Professor and Assistant Librarian/College Librarian subject to the provisions contained in statute 11.02.05; Provided that a relaxation of 5% may be provided, from 55% to 50% of the marks to the Ph.D. Degree holders, who have obtained their Master's Degree prior to 19 September, 1991.

11.02.04 The minimum requirements of a good academic record- 50% at Graduate degree level, 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's degree level and qualifying in the National Eligibility Test (NET), or an accredited test (State Level Eligibility Test - SLET/SET), shall remain for the appointment of Assistant Professor and Assistant Librarian/College Librarian subject to the provisions contained in statute 11.02.05.

NOTE: Good Academic Record- was defined as Second Class in place of 50% at Graduate degree level vide G.O. No. 1129/Sattar-1-2-13-15(14)/92 TC dated December 04, 2013.

11.02.05 A relaxation of 5% shall be provided at the graduate and master's degree level for the posts reserved for Scheduled Caste/Scheduled Tribe/Differently-abled (Physically and visually differently-abled) categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching positions and assistant Librarian. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.

11.02.06 Relevant grade which is regarded as equivalent of 55% wherever the grading system is followed by a recognized University shall also be considered eligible.

11.02.07 The Ph.D. Degree shall be a mandatory qualification for -
 (a) the appointment of Professor /Librarian and for promotion as a Professor/Librarian.
 (b) the candidate to be appointed as Associate Professor/ Deputy Librarian through direct recruitment.

11.02.08 The period of time taken by candidates to acquire M.Phil. and/or Ph.D. Degree shall not be considered as teaching/research experience to be claimed for appointment to the teaching positions.

11.02.09 The Selection Committee specifications as provided in section 31 of the Act are applicable to all direct recruitments of faculty positions and Career Advancement Promotions of Assistant Professor/ Assistant Librarian to Associate Professor/ Deputy Librarian and to that of Associate Professor/ Deputy Librarian to Professor/ Librarian.

11.02.10 Percentage equivalence of grade points for a seven points scale;

Where the University/College/Institution declare results in grade points which is on a scale of seven, the following mechanism shall be referred to ascertain equivalent marks in percentage :

A-Under UGC norms-

Grade	Grade Point	Percentage Equivalent
'O'-Outstanding	5.50-6.00	75-100
'A'-Very Good	4.50-5.49	65-74
'B'-Good	3.50-4.49	55-64
'C'-Average	2.50-3.49	45-54
'D'-Below Average	1.50-2.49	35-44
'E'-Poor	0.50-1.49	25-34
'F'-Fail	0-0.49	0-24

B-Under AICTE norms-

Grade Point	Equivalent Percentage
6.25	55%
6.75	60%
7.25	65%
7.75	70%

8.25	75%
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If a class /division is not awarded, minimum of 60% marks in aggregate shall be considered equivalent to first class/ division.

11.02.11 APPOINTMENT ON CONTRACT BASIS (OTHER THAN SELF-FINANCING COURSES/INSTITUTIONS)

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

11.02.12 PHYSICAL FITNESS TEST NORMS

(a) Subject to the provisions of these statutes, all candidates applying for Physical Education department posts who are required to undertake the physical fitness test shall be required to produce a medical certificate certifying that he/she is medically fit before undertaking such tests.

(b) On production of such certificate mentioned in sub-clause (a) above, the candidate would be required to undertake the physical fitness test in accordance with the following norms:

NORMS FOR MEN			
12 MINUTES RUN/WALK TEST			
Up to 30 years	Up to 40 years	Up to 45 years	Up to 50 years
1800 meters	1500 meters	1200 meters	800 meters
NORMS FOR WOMEN			
8 MINUTES RUN/WALK TEST			
Up to 30 years	Up to 40 years	Up to 45 years	Up to 50 years
1000 meters	800 meters	600 meters	400 meters

11.03 DIRECT RECRUITMENT OF TEACHERS & LIBRARY CADRE IN UNIVERSITY AND COLLEGES

Save as otherwise provided in these statutes and subject to the general provisions contained in Statute 11.02 the minimum eligibility criteria shall be governed by the provisions mentioned hereinbelow:--

11.03. 01 General Eligibility Criteria for an Associate Professor/ Deputy Librarian

(a) Good academic record with a Ph.D. Degree in the concerned/allied/relevant disciplines.

(b) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed).

(c) A minimum of eight years of experience of teaching and/or research in an academic/research position equivalent to that of Assistant Professor/Lecturer/Assistant Librarian in a University, College or Accredited Research Institution/industry excluding the period of Ph.D. research with evidence of published work and a minimum of 5 publications as books and/or research/policy papers.

(d) Contribution to educational innovation, design of new curricula and courses, and technology – mediated teaching learning process with evidence of having guided doctoral candidates and research students.

(e) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) shall be governed by the relevant provisions of the University Grants Commission (Minimum Qualification for appointment of teachers and other academic staff in Universities and Colleges) and other measures for the Maintenance of Standards in Higher Education Regulations, 2010, set out in Tables I to VI of Appendix-H.

- 11.03.02 General Eligibility Criteria for a Professor / Librarian**
- (a) An eminent scholar with Ph.D. qualification(s) in the concerned/allied/relevant discipline and published work of high quality actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers, and ;
 - (b) A minimum of ten years experience in University/College, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level, and ;
 - (c) Contribution to educational innovation, design of new curricula and courses, and technology-mediated teaching learning process, and ;
 - (d) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), shall be governed by the relevant provisions of the University Grants Commission (Minimum Qualification for appointment of teachers and other academic staff in Universities and Colleges) and other measures for the Maintenance of Standards in Higher Education Regulations, 2010, set out in Tables I to VI of Appendix-H.
- OR
- An outstanding professional, with established reputation in the relevant field, who has made significant contributions to the knowledge in the concerned/allied/relevant discipline, to be substantiated by credentials.
- 11.03.03 General Eligibility Criteria for a Principal–**
- (a) A Master’s Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) by a recognized University.
 - (b) A Ph.D. Degree in concerned/allied/relevant discipline(s) in the institution concerned with evidence of published work and research guidance.
 - (c) Associate Professor (Reader)/Professor with a total experience of fifteen years of teaching/research/ administration in Universities, Colleges and other institutions of higher education.
 - (d) A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS), as set out in Tables I to VI of Appendix-H.
- 11.03.04 (A) Minimum qualifications for the faculties of Agriculture, Arts, Humanities, Sciences, Social Sciences, Commerce, Languages, Law, Journalism and Mass Communication.**
- ASSISTANT PROFESSOR**
- (a) Good academic record as defined by the State Government with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master’s Degree level in a relevant subject from an Indian University, or an equivalent degree from an accredited foreign University.
 - (b) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
 - (c) Notwithstanding anything contained in sub-clauses (i) and (ii) to this Clause, candidates, who are, or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions.
 - (d) NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted.
- ASSOCIATE PROFESSOR & PROFESSOR**
As provided in clause 11.03.01 and 11.03.02.
- 11.03.04 (B) MUSIC AND DANCE DISCIPLINE**
- ASSISTANT PROFESSOR**
- (a) Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master’s Degree level, in the

relevant subject or an equivalent degree from an Indian/Foreign University, and ;

- (b) As provided in clause 11.02.01 and 11.02.02

OR

A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should have:

- (a) studied under noted/reputed traditional masters and has thorough knowledge to explain the subject concerned;
- (b) a high grade artist of All India Radio/Television ; and
- (c) ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

ASSOCIATE PROFESSOR

- (a) Good academic record with doctoral degree, with performing ability of high professional standard, and ;
- (b) Eight years of experience of teaching at the University, College level and/or research in University/national level institutions excluding the period spent for obtaining the research degree, and ;
- (c) Has made significant contributions to the knowledge in the subject concerned, as evidenced by quality of publications, and ;
- (d) Contribution to educational innovation such as designing of new courses, curricula and/or outstanding performing achievement in the field of specialization.

OR

A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:

- (a) 'A' grade artist of All India Radio/Television ;
- (b) eight years of outstanding performing achievements in the field of specialization;
- (c) experience in designing of new courses and /or curricula;
- (d) participation in Seminars/Conferences in reputed institutions; and
- (e) ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

PROFESSOR

An eminent scholar with a doctoral degree actively engaged in research with ten years of experience in teaching in University/College and/or research at the University/National level institutions including experience of guiding research at doctoral level with outstanding performing achievements in the field of specialization.

OR

A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:

- (a) 'A' grade artist of All India Radio/Television ;
- (b) twelve years of outstanding performing achievements in the field of specialization;
- (c) significant contributions in the field of specializations and ability to guide research;
- (d) participation in National/International Seminars/ Conferences/Workshops and/ or recipient of National/International Awards/Fellowships; and
- (e) ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

11.03.04 (C)

DRAMA DISCIPLINE:

ASSISTANT PROFESSOR

(a) Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level, in the relevant subject or an equivalent degree from an Indian/Foreign University, and ;

- (b) As provided in clause 11.02.01 and 11.02.02

OR

A traditional and a professional artist with highly commendable professional achievements in the concerned subject, who should be or have :

- (a) a professional artist with first class degree/diploma from National School of Drama or any other such approved Institution in India or abroad;
- (b) five years of regular acclaimed performance in regional/national/ international stage with evidence, and;
- (c) ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in said discipline.

ASSOCIATE PROFESSOR

- (a) Good academic record with doctoral degree with performing ability of high professional standard as recommended by an expert committee constituted by the University concerned for the said purpose , and;
- (b) Eight years of experiences of teaching in a University / College and/ or research in University/national level institutions excluding the period spent for obtaining the research degree , and;
- (c) Has made significant contributions to the knowledge in the subject concerned, as evidenced by quality of publications.
- (d) Contributions to educational innovation such as designing new courses and/ or curricula and/ or outstanding performing achievements in the field of specializations.

OR

A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:

- (a) a recognized artist of Stage/ Radio/Television;
- (b) eight years of outstanding performing achievements in the field of specialization;
- (c) experience in designing of new courses and /or curricula;
- (d) participation in Seminars/Conferences in reputed institutions; and
- (e) ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

PROFESSOR

An eminent scholar with a doctoral degree actively engaged in research with ten years of experience in teaching and /or research at the University/National level institutions including experience of guiding research in doctoral level, with outstanding performing achievement in the field of specialization.

OR

A traditional and a professional artist with highly commendable professional achievement in the concerned subject, who should be or have:

- (a) twelve years of outstanding performing achievements in the field of specialization;
- (b) has made significant contributions in the field of specializations and has the ability to guide research;
- (c) participation in National/International Seminars /Conferences / Workshops and/ or recipient of National/International Awards/ Fellowships; and
- (d) ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations.

11.03. 04 (D) VISUAL (FINE) ARTS DISCIPLINE ASSISTANT PROFESSOR

- (a) Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's degree level in the relevant subject or an equivalent degree from an Indian/Foreign University, and;
- (b) As provided in clause 11.02.01 and 11.02.02

OR

A Professional artist with highly commendable professional achievement in the concerned subject, who should have:

- (a) First class Diploma in Visual (Fine) arts discipline from the recognized Institution of India/Abroad;
- (b) Five years of experience of holding regular regional/National exhibitions/Workshops with evidence; and

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- (c) Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

ASSOCIATE PROFESSOR

- (a) Good academic record with PhD. degree, with performing ability of high professional standard, and;
- (b) Eight years of experience of teaching in a University / College and/ or research in University / national level institutions excluding the period spent for the research degree of M.Phil./ Ph. D., and;
- (c) Has made significant contributions to the knowledge in the subject concerned as evidenced by quality of publications, and;
- (d) Contributions to educational innovation such as: designing new courses and/or curricula and/or outstanding performing achievements in the field of specializations.

OR

A Professional artist with highly commendable professional achievement in the concerned subject, who should have:-

- (a) A recognized artist of his/her own discipline;
- (b) Eight years of outstanding performing achievements in the field of specialization;
- (c) Experience in designing of new courses and /or curricula; Participation in Seminars/Conferences in reputed institutions; and
- (d) Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

PROFESSOR

An eminent scholar with a doctoral degree actively engaged in research with ten years of experience in teaching and /or research at the University/National level institutions including experience of guiding research in doctoral level, with outstanding performing achievement in the field of specialization.

OR

A Professional artist with highly commendable professional achievement in the concerned subject, who should have:

- (a) Twelve years of experience of holding regular regional/national exhibition/workshops with evidence;
- (b) Significant contributions in the field of specialization and ability to guide research;
- (c) Participation in National/International Seminars/ Conferences/Workshops and/or recipient of National/ International Awards/ Fellowships; and
- (d) Ability to explain the logical reasoning of the subject concerned and adequate knowledge to teach theory with illustrations in that discipline.

11.03. 04 (E)

OCCUPATIONAL THERAPY

ASSISTANT PROFESSOR

Bachelor Degree in Occupational Therapy (B.O.T./B. Th.O./B.O.Th.), Masters in Occupational Therapy (M.O.Th/M.Th.O./ M.Sc. O.T/M.OT.) with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) from a recognized University.

ASSOCIATE PROFESSOR

Master in Occupational Therapy (M.O.T. /M.O.Th./M.Sc. O.T.) with eight years experience as Assistant Professor.

Desirable: Higher Qualification like Ph. D. in any discipline in occupational therapy recognized by the UGC/independent published work of higher standard.

PROFESSOR

Masters in Occupational Therapy (M.O.T. / M.O.Th. /M.Th.O. /M.Sc. O.T.) with eleven years total experience including five years experience as Associate Professor (Occupational Therapy).

Desirable: Higher Qualification like Ph. D. in any discipline in occupational therapy recognized by the UGC/independent published work of high standard.

PRINCIPAL / DIRECTOR / DEAN

(a) Masters in Occupational Therapy (M.O.T. / M.Th.O. /M.Oth. /M.Sc. O.T.) with fifteen years experience, which shall include five years experience as Professor (Occupational Therapy).

(b) Senior-most Professor shall be the Principal / Director / Dean.

Desirable: Higher qualification like Ph. D. in any discipline in occupational therapy recognized by the UGC/ independent published work of high standard.

11.03. 04 (F)

PHYSIOTHERAPY

ASSISTANT PROFESSOR

Bachelor Degree in Physiotherapy (B.P.T. /B. Th. /P. /B.P.Th.), Masters in Physiotherapy (M. /P.Th/M.Th.P. /M.Sc. P.T/M.PT.) with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) from recognized University.

ASSOCIATE PROFESSOR

Master in Physiotherapy (M.P.T./M.P.Th./ M.Th.P/M.Sc. P.T.) with eight years total experience as Assistant Professor.

Desirable: Higher Qualification like Ph. D. in any discipline in Physiotherapy recognized by U.G.C./independent published work of higher standard.

PROFESSOR

Masters in Physiotherapy (M.P.T. / M.P.Th. /M.Th.P. /M.Sc. P.T.) with eleven years total experience including five years experience as Associate Professor (Physiotherapy).

Desirable: Higher Qualification like Ph. D. in any discipline in Physiotherapy recognized by U.G.C. / independent published work of high standard.

PRINCIPAL / DIRECTOR / DEAN

(a) Masters in Physiotherapy (M.P.T. /M.Th.P. /M.Pth. /M.Sc. P.T.) with fifteen years total experience, including five years experience as Professor (Physiotherapy).

(b) Senior-most Professor shall be the Principal / Director / Dean.

Desirable: Higher qualification like Ph. D. in any discipline in Physiotherapy recognized by the UGC/ independent published work of high standard.

11.03. 04 (G)

FACULTY OF MANAGEMENT/BUSINESS ADMINISTRATION

ASSISTANT PROFESSOR

(a) First Class Master's Degree in Business Management/Administration/in a relevant management related discipline or equivalent;

OR

First Class graduate and professionally qualified Chartered Accountant /Cost and Works Accountant/ Company Secretary of the concerned statutory bodies.

(b) Have cleared the NET/SLET/SET

Desirable:-

(a) A minimum of two years relevant experience of teaching, research, industrial and/or professional experience in a reputed organization at managerial level.

(b) Papers presented at Conferences and/or published in refereed journals.

ASSOCIATE PROFESSOR

(a) Consistently Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration / in a relevant management related discipline or first class in two years full time PGDM declared equivalent by AIU / recognized by the AICTE / UGC;

OR

First Class graduate and professionally qualified Chartered Accountant / Cost and Works Accountant / Company Secretary of the concerned statutory body.

(b) Ph.D. or Fellow of Indian Institute of Management or of an Institute recognized by AICTE and declared equivalent by the AIU, and;

(c) A minimum of eight years' experience of teaching / industry / research /professional at managerial level excluding the period spent for obtaining the research degree.

OR

In the event the candidate is from industry and the profession, the following requirements shall constitute as essential requirements:

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- (d) Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration / in a relevant management related discipline or first class in two years full time PGDM declared equivalent by AIU / recognized by AICTE / UGC,

OR

First Class graduate and professionally qualified Chartered Accountant / Cost and Works Accountant / Company Secretary of the concerned statutory body, and ;

- (e) A minimum of ten years experience of teaching industry / research /profession, out of which five years must be at the level of Assistant Professor or equivalent excluding the period spent for obtaining research degree. The candidate should have Professional work experience, which is significant and can be recognized at national / international level as equivalent to Ph.D. and ten years managerial experience in industry /profession of which at least five years should be at the level comparable to that of Lecturer / Assistant Professor.

Desirable:

- (a) Teaching, research industrial and / or professional experience in a reputed organization;
- (b) Published work, such as research papers, patents filed / obtained, books and / or technical reports; and
- (c) Experience of guiding the project work /dissertation of PG / Research Students or supervising R&D projects in industry.

PROFESSOR

- (a) Consistently Good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration / in a relevant discipline or consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in two year full time PGDM declared equivalent by AIU / recognized by the AICTE / UGC;OR First Class graduate and professionally qualified Chartered Accountant / Cost and works Accountant / Company Secretary of the concerned statutory body.

- (b) Ph. D. or Fellow of Indian Institute of Management or of an Institute recognized by AICTE and declared equivalent by the AIU, and ;

- (c) A minimum of ten years' experience of teaching / industry / research /professional out of which five years must be at the level of Associate Professor or equivalent excluding the period spent for obtaining the research degree.

OR

In the event the candidate is from industry and the profession, the following shall constitute as essential :-

- (a) Consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in Master's Degree in Business Management / Administration / in a relevant management related discipline or consistently good academic record with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in two years full time PGDM declared equivalent by AIU / recognized by the AICTE / UGC.OR First Class graduate and professionally qualified Chartered Accountant /Cost and works Accountant / Company Secretary of the concerned statutory body, and ;

- (b) The candidate should have professional work experience which is significant and can be recognized at national / International level as equivalent to Ph. D. and twelve years' managerial experience in industry /profession of which at least eight years should be at least at a level comparable to that of Reader/Assistant Professor.

Desirable:

- (i). Teaching, research, and / or professional experience in a reputed organization;
- (ii). Published work, such as research papers, patents filed / obtained, books and / or technical reports;
- (iii). Experience of guiding the project work / dissertation of PG / Research Students

or supervising R&D projects in industry;

(iv). Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities, and ;

(v). Capacity to undertake / lead sponsored R&D consultancy and related activities.

11.03. 04 (H) **FACULTY OF ENGINEERING AND TECHNOLOGY**

ASSISTANT PROFESSOR

First Class Master's Degree in the appropriate branch of Engineering and Technology.

Desirable:-

(i). Teaching, research industrial and/or professional experience in a reputed organization;

(ii). Papers presented at Conferences and/or in refereed journals.

ASSOCIATE PROFESSOR

(a) A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg. & Technology, and ;

(b) Experience of minimum eight years in teaching/ research/ industry at the level of Lecturer/Assistant Professor or equivalent grade, excluding period spent on obtaining the research degree.

OR

In the event, the candidate is from industry and the profession, the following shall constitute as essential-

(a) First Class Master's Degree in the appropriate branch of Engg., & Technology, and ;

(b) Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Technology, and industrial / professional experience of minimum eight years in a position equivalent to the level of Lecturer/Assistant Professor.

Provided that the recognition for significant professional work experience shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

Highly Desirable:

(a) Teaching, research, industrial and / or professional experience in a reputed organization;

(b) Post Ph.D., Published work, such as research papers, patents filed / obtained, books, and / or technical reports;

(c) Experience of guiding Ph.D. students, the project work /dissertation of PG / Research Students or supervising R&D projects in industry.

PROFESSOR

(a) A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg. & Technology, and ;

(b) Experience of minimum ten years in teaching, research and / or industry, out of which at least five years at the level of Associate Professor/Reader or equivalent grade.

OR

In the event the candidate is from industry and the profession, the following shall constitute as essential:

(a) First Class Master's Degree in the appropriate branch of Engg., & Technology, and ;

(b) Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Technology, and industrial /professional experience of ten years out of which at least five years at a senior level equivalent to that of Associate Professor / Reader

Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

(c) If the experience in industry is considered, the same shall be at managerial level

equivalent to Associate Professor with active participation record in devising/designing, planning, executing, analyzing, quality control, innovating, training, technical books/research paper publications/IPR/patents, etc. as deemed fit by the expert members of the Selection Committee.

- (d) In case of Architecture, Professional Practice of 10 years as certified by the Council of Architecture shall also be considered valid.

Desirable:

- (i). Teaching, research industrial and / or professional experience in a reputed organization;
- (ii). Published work, such as research publications of national and international significance, patents filed / obtained, books, and / or technical reports;
- (iii). Experience of guiding Ph.D. students, the project work / dissertation of PG / Research Students or supervising R&D projects in industry;
- (iv). Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and
- (v). Capacity to undertake / lead sponsored R&D, consultancy and related activities.

**11.03. 04 (I) MASTER OF COMPUTER APPLICATION PROGRAMME
ASSISTANT PROFESSOR**

BE/B.Tech and ME/M.Tech in relevant branch with First Class or equivalent either in BE/B.Tech or ME/M.Tech.

OR

BE/B.Tech and MCA with First Class or equivalent in either BE/B.Tech or MCA.

OR

MCA with first class or equivalent with two years relevant experience.

ASSOCIATE PROFESSOR

- (a) Qualifications as above i.e. for the post of Assistant Professor, as applicable and Ph.D. or equivalent, in appropriate discipline.
- (b) Post Ph.D. publications and guiding Ph.D. student is highly desirable.
- (c) Minimum of 5 years experience in teaching/research/industry of which 2 years post Ph.D. experience is desirable.

PROFESSOR

- (a) Qualifications as above i.e. for the post of Associate Professor, as applicable.
- (b) Post Ph.D. publications and guiding Ph.D. students.
- (c) Minimum of 10 years teaching/research/industrial experience of which at least 5 years should be at the level of Associate Professor.

OR

Minimum of 13 years experience in teaching and/or Research and/or Industry.

- d) In case of research experience, good academic record and books/research paper publications/IPR/patents record shall be required as deemed fit by the expert members of the Selection Committee.
- (e) If the experience in industry is considered, the same shall be at managerial level equivalent to Associate Professor with active participation record in devising/designing, executing, analyzing, quality control, innovating, training, technical books/research paper publications/IPR/patents, etc. as deemed fit by the expert members of the Selection Committee.

**11.03.4 (J) HOTEL MANAGEMENT & CATERING TECHNOLOGY DISCIPLINE
ASSISTANT PROFESSOR**

First class Bachelors Degree (3 year degree or Diploma after 10 + 2 in HMCT) or equivalent and Masters Degree in Hotel Management and Catering Technology with First Class or equivalent either in Bachelors or Masters Degree or 8 years relevant experience.

OR

First Class at Bachelors 4 year degree or equivalent and Masters Degree in Hotel Management and Catering Technology with First Class or equivalent either in Bachelors or Masters Degree or 7 years relevant experience.

ASSOCIATE PROFESSOR

- (a) Qualifications as above i.e. for the post of Assistant Professor, as applicable, and ;
- (b) A Ph.D. degree or equivalent, in appropriate discipline.
- (c) Post Ph.D. publications and guiding Ph.D. student is highly desirable.
- (d) Minimum of 5 years experience in teaching/research/industry of which 2 years post Ph.D. experience is desirable.

PROFESSOR

- (a) Qualifications as above i.e. for the post of Associate Professor, as applicable.
- (b) Post Ph.D. publications and guiding Ph.D. students.
- (c) Minimum of 10 years teaching/research/industrial experience of which at least 5 years should be at the level of Associate Professor.

OR

Minimum of 13 years experience in teaching and/or Research and/or Industry.

- (d) In case of research experience, good academic record and books/research paper publications/IPR/patents record shall be required as deemed fit by the expert members of the Selection Committee.
- (e) If the experience in industry is considered, the same shall be at managerial level equivalent to Associate Professor with active participation record in devising/designing, planning, executing, analyzing, quality control, innovating, training, technical books/research paper publications/IPR/patents, etc. as deemed fit by the expert members of the Selection Committee.

11.03.04 (K)

BIO- TECHNOLOGY (ENGG. & TECH.) DISCIPLINE ASSISTANT PROFESSOR

- (a) First Class Master's Degree in Bio-Technology ;

OR

A Ph.D. Degree in Applied Biological Sciences such as, Micro-Biology, Bio-Chemistry, Genetics, Molecular Biology, Pharmacy and Bio-Physics;

OR

Good academic record with at least 55% marks (or an equivalent grade) at the Master's Degree level in the relevant subject or an equivalent degree from an Indian / Foreign University.

AND

- (b) Candidates should have cleared the National Eligibility Test (NET) for Assistant Professors conducted by the UGC, CSIR or similar test accredited by the UGC.

(c) Desirable:

- (i). Teaching, research industrial and/or professional experience in a reputed organization;
- (ii). Papers presented at Conferences and/or in refereed journals;

ASSOCIATE PROFESSOR

- (i). Essential:

- (a) A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech./Applied Biological sciences, and experience of eight years in teaching, research and / or industry at the level of Lecturer/Assistant Professor or equivalent grade, excluding period spent on obtaining the research degree;

OR

In the event the candidate is from industry and the profession, the following shall constitute as essential:

- (a) First Class Master's Degree in the appropriate branch of Engg., & Tech./Applied Biological Sciences;
- (b) Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech., and industrial /professional experience of eight years in a position equivalent to the level of Lecturer/Assistant Professor,

Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts

appointed by the Vice-Chancellor of the University.

(ii) Desirable:

- (a) Teaching, research industrial and / or professional experience in a reputed organization;
- (b) Published work, such as research papers, patents filed / obtained, books, and / or technical reports, and ;
- (c) Experience of guiding the project work / dissertation of PG / Research Students or supervising R&D projects in industry.

PROFESSOR

(i). Essential:

A Ph.D. Degree with First Class at Bachelor's or Master's Degree in the appropriate branch of Engg., & Tech. / Applied Biological Sciences, and experience of ten years in teaching, research and / or industry, out of which at least five years at the level of Associate Professor /Reader or equivalent grade.

OR

In the event the candidate is from industry and the profession, the following shall constitute as essential:-

- (a) First Class Master's Degree in the appropriate branch of Engg., & Tech. /Applied Biological Sciences;
- (b) Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of Engg., & Tech. / Applied Biological Sciences, and industrial / professional experience of ten years, out of which at least five years at a senior level of Associate Professor / Reader,

Provided that the recognition for significant professional experience shall be valid only if the same is recommended unanimously by a 3-Member Committee of experts appointed by the Vice-Chancellor of the University.

(ii). Desirable:

- (a) Teaching, industrial research and / or professional experience in a reputed organization;
- (b) Published work, such as research papers, patents filed / obtained, books, and / or technical reports;
- (c) Experience of guiding the project work, dissertation of post graduate or research students or supervising R&D projects in industry;
- (d) Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities, and ;
- (e) Capacity to undertake / lead sponsored R&D, consultancy and related activities.

11.03.04 (L)

PHARMACY:

ASSISTANT PROFESSOR

- (a) Bachelors and Masters Degree in Pharmacy with First Class or equivalent either in Bachelors or Masters Degree, and ;
- (b) Registration under the Pharmacy Act, 1948, as amended from time to time, including any succeeding enactment.

Desirable:

- (a) Teaching, research industrial and/or professional experience in a reputed organization, and ;
- (b) Papers presented at Conferences and/or in refereed journals.

ASSOCIATE PROFESSOR

(i). Essential:

- (a) Qualifications as above, i.e. for the post of Assistant Professor, as applicable.
- (b) Registration as a pharmacist under the Pharmacy Act, 1948, as amended from time to time, including any succeeding enactments.
- (c) A Ph.D. Degree and experience of minimum eight years in teaching, research, industry and / or profession at the level of Lecturer/Assistant Professor or equivalent grade; excluding period spent on obtaining the research degree.

OR

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In the event the candidate is from industry and the profession, the following shall constitute as essential:-

(a) First Class Master's Degree in the appropriate branch of specialization in Pharmacy;

(b) Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of specialization in Pharmacy and industrial / professional experience of eight years in a position equivalent to the level of Lecturer/Assistant Professor,

Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

(ii). Desirable:

(a) Teaching, research industrial and / or professional experience in a reputed organization;

(b) Post Ph.D. published work, such as research papers, patents filed / obtained, books and / or technical reports, and guiding Ph.D students is highly desirable. and;

(c) Experience of guiding Ph.D. students including the project work, dissertation of post graduate or research students or supervising R&D projects in industry.

PROFESSOR

(i). Essential:

(a) Qualifications as above, i.e. for the post of Associate Professor, as applicable, and ;

(b) Experience of minimum ten years in teaching, research, industry and / or profession of which at least five years should be at the level of Reader/Associate Professor or equivalent grade;

OR

In the event the candidate is from industry and the profession, the following shall constitute as essential:-

(a) First Class Master's Degree in the appropriate branch of specialization in Pharmacy, and;

(b) Significant professional work which can be recognized as equivalent to a Ph.D. Degree in appropriate branch of specialization in Pharmacy and industrial / professional experience of five years at a senior level comparable to Associate Professor / Reader,

Provided that the recognition for significant professional shall be valid only if the same is recommended unanimously by a 3-Member Committee of Experts appointed by the Vice-Chancellor of the University.

(ii) **Desirable:**

(a) Teaching, research industrial and / or professional experience in a reputed organization;

(b) Post Ph.D. published work, such as research papers, patents filed / obtained, books and / or technical reports, and guiding Ph.D students is highly desirable. and;

(c) Experience of guiding Ph.D. students including the project work, dissertation of post graduate or research students or supervising R&D projects in industry.

(d) Demonstrated leadership in planning and organizing academic, research, industrial and / or professional activities; and

(e) Capacity to undertake / lead sponsored R&D, consultancy and related activities.

NOTE:- For avoidance of doubt, it is hereby clarified that:-

(a) If Class or Division is not declared at the Bachelor's or Master's Degree levels, an aggregate of $\geq 60\%$ or equivalent Cumulative Grade Point Average (CGPA) is to be considered as equivalent to First Class.

(b) In respect of CGPA awarded to the candidates on a 10-Point Scale, the Table of equivalence shall be provided by the University concerned followed for determining the Class obtained by them as per (a) cited above.

11.03.05

RECRUITMENT TO THE LIBRARY CADRE

LIBRARIAN

- (a) An eminent scholar with Ph.D. qualification (s) in the concerned/ allied/ relevant discipline and published work of high quality actively engaged in research with evidence of published work with a minimum of 10 publications as books and/or research/policy papers, and;
- (b) A minimum of ten years experience in University/college and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level and;
- (c) Contribution to educational innovation, design of new curricula and courses, and technology-mediated teaching learning process, and;
- (d) A minimum score as stipulated in the Academic Performance Indicator (API) based, Performance Based Appraisal System (PBAS), shall be governed by the relevant provisions of University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges) and other measures for the maintenance of Standards in Higher Education Regulations, 2010.

OR

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

DEPUTY LIBRARIAN

- (a) Good academic record with a Ph.D. Degree in the concerned/ allied/ relevant discipline.
- (b) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed).
- (c) A minimum of eight years of experience of teaching and/or research in an academic/research position equivalent to that of assistant Librarian in a University, College or Accredited Research Institution/industry excluding the period of Ph.D. research with evidence of published work and a minimum of 5 publications as books and/or research /policy papers.
- (d) Contribution to educational innovation, design of new curricula and course, and technology- mediated teaching learning process with evidence of having guided doctoral candidates and research students.
- (e) A minimum score as stipulated in the Academic Performance Indicator (API) based, Performance Based Appraisal System (PBAS), shall be governed by the relevant provision of University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges) and other measures for the maintenance of Standards in Higher Education Regulations, 2010.

ASSISTANT LIBRARIAN/COLLEGE LIBRARIAN

- (a) A Master's Degree in Library Science/Information Science / Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of library.
- (b) Qualifying in the national level test conducted for the purpose by the U.G.C. or any agency approved by the U.G.C.
- (c) Candidates, who are, or have been awarded Ph.D. Degree in accordance with the "University Grants Commission" (Minimum Standards and Procedure for award of Ph.D. Degree), Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET.

PART-II

CAREER ADVANCEMENT SCHEME

11.04.01

This Career Advancement Scheme applies to the teachers and library cadre of the University and Colleges. Teachers who have become eligible for Senior Scale/Selection Grade/Reader (Promotion)/Professor (Promotion) under the Career Advancement Scheme in force prior to June 30, 2010 shall be covered by the provisions of the statutes made earlier.

In order to remedy the difficulties of collecting retrospective information and to facilitate the implementation of these statutes in the CAS Promotion, the API based PBAS will be progressively and prospectively rolled out. Accordingly, the PBAS based on the API scores of categories I and II as mentioned in these tables is to be implemented for one year, initially based on the existing systems in University/ Colleges for one year only with the minimum annual scores as depicted in Table II (a) and II (b) for University and College teachers. This annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is considered for CAS promotion in 2011, one year API scores for 2010-11 alone will be required for assessment. In case of a teacher being considered for CAS promotion in 2012, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period. For Category III (research and academic contributions), API scores for this category will be applied for the entire assessment period.

11.04.03 A teacher who wishes to be considered for promotion under CAS, may submit in writing to the University/College, with three months in advance of the due date, that he/she fulfils all qualifications under CAS and submit to the University/College the Performance Based Appraisal System Performa as evolved by the University duly supported by all credentials as per the API guideline. In order to avoid delays in holding Selection Committee meetings in various positions under CAS, the University/College should immediately initiate the process of screening/selection, and shall complete the process within six months from the date of application.

11.04.04 Candidates who do not fulfill the minimum score requirement under the API Scoring System proposed in the statutes as per Tables II(a and b) of Appendix H or those who obtain less than 50% in the expert assessment of the selection process will have to be re-assessed only after a minimum period of one year. The date of promotion shall be the date on which he/she has successfully got re-assessed.

11.04.05 CAS promotions from a lower grade to a higher grade of Assistant Professor shall be conducted by a "Screening cum Evaluation Committee" adhering to the criteria laid out as API score in PBAS in the Tables of Appendix-H.

11.04.06 The "**Screening cum Evaluation Committee**" for CAS promotion of Assistant Professors from one AGP to the other higher AGP shall consist of:

For University teachers:

- (i). The Vice Chancellor as the Chairperson of the Selection Committee;
- (ii). The Dean of the concerned Faculty;
- (iii). The Head of the Department ; and
- (iv). One subject expert in the concerned subject nominated by the Vice Chancellor from the panel of experts.

For College teachers:(Other than the Colleges maintained by the State Governments)

- (i) Director of Higher Education or his nominee not below the rank of the Principal of a Government Degree College Chairman.
- (ii). Principal of the College- Member-Convener
- (iii).Head of the Management or a Member of the management nominated by him- Member
- (iv).Two subject experts in the concerned subject nominated by the Vice Chancellor from the panel of experts; Member

For Government Colleges.

- (i) Director of Higher Education Chairman
- (ii) Two subject experts in the concerned subject nominated by the Vice Chancellor from the panel of experts; Member
- (iii) One subject-nominee of Director of Higher Education (not below the rank of Principal of Member

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- a Degree College).
(iv) Principal of the College
- Member-
Convener
- 11.04.07 The quorum for these committees in both categories mentioned above shall be three, including the one subject expert/ University nominee need to be present.
- 11.04.08 The Screening cum Evaluation Committee on verification/evaluation of API score secured by the candidate through the 'PBAS' methodology designed by the University based on these statutes and as per the minimum requirement specified in Tables II & III for each of the cadre of Assistant Professor shall recommend to the Executive Council/Board of Management.
- 11.04.09 All the selection procedures outlined above, shall be completed on the day of the selection committee meeting, wherein the minutes are recorded along with PBAS scoring proforma and recommendation made on the basis of merit and duly signed by all members of the selection committee in the minutes.
- 11.04.10 CAS promotions being a personal promotion to the incumbent teacher holding a substantive sanctioned post, on superannuation of the individual incumbent, the said post shall revert back to its original cadre.
- 11.04.11 Candidates shall offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in the appropriate API system tables by submitting an application and the required PBAS proforma. They can do so three months before the due date if they consider themselves eligible. Candidates who do not consider themselves eligible can also apply at a later date. In any event, the University concerned shall send a general circular twice a year calling for applications for CAS promotions from eligible candidates.
- 11.04.12 In the final assessment, if the candidates do not either fulfill the minimum API scores in the criteria as per PBAS proforma or obtain less than 50% in expert assessment, wherever applicable, such candidates will be reassessed only after a minimum period of one year.
- 11.04.13 (a) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be from that of minimum period of eligibility.
(b) If, however, the candidates find that he/she fulfills the eligibility conditions at a later date and applies on that date and is successful, his/her promotion will be effected from that date of application fulfilling the criteria.
(c) If the candidate does not succeed in the first assessment, but succeeds in the eventual assessment, his/her promotion will be deemed to be from the later date of successful assessment.

STAGES OF PROMOTION UNDER CAREER ADVANCEMENT SCHEME

- 11.04.14 Entry level Assistant Professors (Stage 1) would be eligible for promotion under the Career Advancement Scheme (CAS) through two successive stages (stage 2 and Stage 3), provided they are assessed to fulfill the eligibility and performance criteria as prescribed.
- 11.04.15 An entry level Assistant Professor, possessing Ph. D. Degree in the relevant discipline shall be eligible, for moving to the next higher grade (stage 2) after completion of four years service as Assistant Professor.
- 11.04.16 An entry level Assistant Professor possessing M.Phil. Degree or post-graduate Degree in professional courses, approved by the relevant statutory body, such as LL.M. / M. Tech., etc. shall be eligible for the next higher grade (stage 2) after completion of five years service as Assistant Professor.
- 11.04.17 An entry level Assistant Professor who does not have Ph.D. or M.Phil, or a Master's Degree in the relevant professional course, shall be eligible for the next higher grade (stage 2) only after completion of six years service as Assistant Professor.
- 11.04.18 The upward movement from the entry level grade (stage 1) to the next higher grade (stage 2) for all Assistant Professors shall be subject to their satisfying the API based PBAS conditions laid down by the UGC.
- 11.04.19 Assistant Professors who have completed five years of service in the second grade (stage 2) shall be eligible; subject to meeting the API based PBAS requirements laid down by these statutes, to move up to next higher grade (stage 3).
- 11.04.20 Assistant Professors completing three years of teaching in third grade (stage 3) shall be

eligible, subject to the qualifying conditions and the API based PBAS requirements prescribed by these statutes, to move to the next higher grade (stage 4) and to be designated as Associate Professor.

- 11.04.21** Associate Professor completing three years of service in stage 4 and possessing a Ph.D. Degree in the relevant discipline shall be eligible to be appointed and designated as Professor and be placed in the next higher grade (stage 5), subject to-
- (a) satisfying the required credit points as per API based PBAS methodology provided in Table I-III of Appendix H stipulated in these statutes, and
 - (b) an assessment by a duly constituted selection committee as suggested for the direct recruitment of Professor.

Provided that no teacher, other than those with a Ph.D., shall be promoted or appointed as Professor.

- 11.04.22(A)** Ten percent of the positions of Professors in a University, with a minimum of ten years of teaching and research experience as Professor either in the pre-revised scale of Professor's pay or the revised scale pay will be eligible for promotion to the higher grade of Professorship (stage 6), on satisfying the required API score as per Tables I and II through the PBAS methodology stipulated in these statutes through a duly constituted Expert committee, and such teachers promoted to the higher grade shall continue to be designated as 'Professor'. As this AGP elevation for Professor is applicable to only University Departments, additional credentials are to be evidenced by:

- (a) post-doctoral research outputs of high standard;
- (b) awards / honors /and recognitions;
- (c) Additional research degrees like D.Sc. D.Litt., LID, etc.; patents and IPR on products and processes developed / technology transfer achieved in the case of teachers in Science and Technology.

The selection is to be conducted by the University by receiving duly filled PBAS proformas from eligible Professors based on seniority, three times in number of the available vacancies in each faculty. In case the number of candidates available is less than three times the number of vacancies, the zone of consideration will be limited to the actual number of candidates available. The assessment process shall be through an Expert-Committee evaluation of all credentials submitted as stipulated in Table-II (A) of Appendix-H for teachers in University Departments. No separate interview need to be conducted for this category.

11.04.23 STAGES OF PROMOTION UNDER THE CAS FOR LIBRARY CADRE

Assistant University Librarian / College Librarian in the entry level grade, possessing Ph.D. in Library Science, after completing service of four years in the lowest grade, if otherwise eligible as per API scoring system and PBAS methodology, shall be eligible for the higher grade (stage 2).

- 11.04.24** Assistant Librarian / College Librarian in the entry level grade, not possessing Ph.D. but only M.Phil. in Library Science, after completing service of five years in the lowest grade, if otherwise eligible as per API scoring system and PBAS methodology, shall become eligible for the next higher grade (stage 2).

- 11.04.25** Assistant Librarian / College Librarian in the entry level grade, without the relevant Ph.D. or M.Phil. after completing six years in the lowest grade, if otherwise eligible as per API scoring system and PBAS methodology, shall become eligible for the next higher grade (stage 2).

- 11.04.26** On completion of service of five years, Assistant Librarian (Sr. Scale) / College Librarian (Sr. Scale) shall be eligible for the post of Deputy Librarian/ equivalent posts and being placed in the next higher grade (stage 3), subject to their fulfilling other conditions of eligibility (such as Ph.D. Degree, etc. for Deputy Librarian) as per API scoring system based PBAS methodology. They shall be designated as Deputy Librarian / Assistant Librarian (Selection Grade) / College Librarian (Selection Grade), as the case may be.

- 11.04.27** After completing three years in the above grade, Deputy Librarians /equivalent positions shall move to the next higher grade (stage 4), subject to fulfilling other conditions of eligibility as per API scoring system and PBAS methodology.

Miscellaneous Provisions for CAS

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- 11.04.28 Members of the Selection Committee shall be given not less than 15 days notice of the meetings reckoned from the date of dispatch of such notice. The notice shall be served either personally or by registered/speed post.
- 11.04.29 At least 15 days notice reckoned from the date of dispatch shall be given to the candidates prior to the meeting of the Selection Committee. The notice shall be served either personally or by registered/speed post.
- 11.04.30 The work-load of Assistant Professor placed in Selection Grade or Promoted as Associate Professor or Professor under Career Advancement Scheme shall remain unchanged.

PART-III

ACADEMIC PERFORMANCE INDICATORS

- 11.05.01 The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on weightages given to the performance of the candidates in different relevant dimensions and his/her performance on a scoring system proforma, based on the Academic Performance Indicators (API) as provided in Tables I to IX of Appendix H.
- In order to make the selection procedure more credible, institutions may assess the ability for teaching and/or research aptitude through a seminar or lecture in a class room situation or discussion on the capacity to use latest technology in teaching and research at the interview stage. These procedures can be followed for both direct recruitment and CAS promotions wherever selection committees are prescribed.
- 11.05.02 The Universities shall adopt these statutes for selection committees and selection procedures through their respective statutory bodies incorporating the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) at the Institutional level for University Departments and their Constituent Colleges/ Affiliated Colleges (Government/Government-aided/Autonomous/ Private Colleges) to be followed transparently in all the selection processes. An indicative PBAS template proforma for direct recruitment and for Career Advancement Schemes (CAS) based on API based PBAS shall also be sent separately by the UGC to the Universities. The Universities may adopt the template proforma or may devise their own self-assessment cum performance appraisal forms for teachers in strict adherence to the API criteria based PBAS prescribed in these Regulations.
- 11.05.03 (i) Besides the indexed publications documented by various discipline-specific databases, the University shall draw through committee(s) of subject experts and ISBN / ISSN experts: (a) a comprehensive list of National /Regional level journals of quality in the concerned subject(s); and (b) a comprehensive list of Indian language journals / periodicals / official publication volumes of language bodies and upload them on the University website which are to be updated periodically.
- (ii) In respect of Indian language publications, equivalence in quality shall be prescribed by a Co-ordination Committee of experts to be constituted by the Chancellor.
- (iii) At the time of assessing the quality of publications of the candidates during their appointments/promotions, the selection committees shall have to be provided with the above two lists which could be considered by the selection committees along with the other discipline-specific databases.
- 11.05.04 The process of selection of Associate Professor should involve inviting the bio-data with the duly filled Performance Based Appraisal System (PBAS) proforma developed by the University based on the API criteria provided in these Statutes and template separately provided. Without prejudice, to the requirements provided for selection of Associate Professor under these Statutes, the prescription of research publications for promotion from the post of Assistant Professor to Associate Professor in Colleges shall be as follows:
- (a) for those who possess a Ph.D. Degree, a minimum of one publication made during the period of service as Assistant Professor;
- (b) for those with a M.Phil. Degree, a minimum of two publications made during the period of service as Assistant Professor; and
- (c) for those without Ph.D. or M.Phil. degree, at least three publications during the period of service as Assistant Professor.
- Provided that such publications shall be provided to the subject experts for assessment

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- before the interview and the evaluation score of the publications provided by the experts shall be factored into the weightage scores while finalizing the outcome of selection by the selection committee.
- 11.05.05** The process of selection of Professor shall involve inviting the bio-data with duly filled Performance Based Appraisal System (PBAS) proforma developed by the respective Universities based on the API criteria based PBAS set out in these statutes and reprints of five major publications of the candidates.
- Provided that such publications submitted by the candidate shall have been published subsequent to the period from which the teacher was placed in the Assistant Professor stage-II.
- Provided further that such publications shall be provided to the subject experts for assessment before the interview and the evaluation of the publications by the experts shall be factored into the weightage scores while finalizing the outcome of selection.
- 11.05.06** In the case of selection of Professors who are from outside the academic stream and are considered under Clause 11.03.02 (d), the University's statutory bodies must lay down clear and transparent criteria and procedures so that only outstanding professionals who can contribute substantially to the University knowledge system are selected in any discipline as per the requirements.
- 11.05.07** The Academic Performance Indicator (API) scoring system in the process of selection of Principal shall be similar to that of directly recruited Professors. In addition, the selection committee shall assess the following dimensions with the weightages given below:
- (i). Assessment of aptitude for teaching, research and administration (20%);
 - (ii). Ability to communicate clearly and effectively (10%);
 - (iii). Ability to plan institutional programmes, analyze and discuss curriculum development and delivery, research support and College development/administration (20%);
 - (iv). Ability to deliver lecture programmes to be assessed by requiring the candidate to participate in a group discussion or exposure to a class room situation by a lecture (10%); and
 - (v). Analysis of the merits and credentials of the candidates on the basis of the Performance Based Appraisal System (PBAS) proforma developed by the University based on these Statutes (deduced to 40% of the total API score)
- 11.05.08** In the selection process for posts involving different nature of responsibilities in certain disciplines/areas, such as Music and Fine Arts, Visual arts, Performing arts and Physical education, greater emphasis may be laid on the nature of deliverables indicated against each of the posts which need to be taken up by the concerned institution while developing API based PBAS proforma for both direct recruitment and CAS promotions.
- 11.05.09** The Internal Quality Assurance Cell (IQAC) shall be established in the University/Colleges as per the UGC/ National Assessment Accreditation Council (NAAC) guidelines with the Vice Chancellor, as Chairperson (in the case of University), and the Principal, as Chairperson (in case of Colleges). The IQAC shall act as the documentation and record-keeping Cell for the institution including assistance in the development of the API criteria based PBAS proforma using the indicative template as prescribed. The IQAC may also introduce, wherever feasible, the student feedback system as per the NAAC guidelines on institutional parameters without incorporating the component of students' assessment of individual teachers in the PBAS.
- 11.05.10** While the Academic Performance Indicators (API) [Tables I and III of Appendix H] are applicable to the selection of Professors/Associate Professors/Assistant Professors in University and Colleges, the ratio / percentage of minimum requirement of category-wise API Score to each of the cadres shall vary from those for University teachers and for UG/PG College teachers, as given in Tables of Appendix-H.
- 11.05.11** The minimum norms of Selection Committees and Selection Procedures as well as API score requirements for the above cadres, either through direct recruitment or through Career Advancement Schemes statutes, shall be similar. However, since teachers recruited directly can be from different backgrounds and institutions, Table II (c) of Appendix H provides

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norms for direct recruitment of teachers to different cadres, while Tables II (a) and Table II (b) provide for CAS promotions of teachers in University and Colleges respectively, which accommodate these differences.

PART-IV

Section 30 and 31	11.06. 01	(1) If the Selection Committee recommends more than one candidates for appointment, it may in its discretion arrange their names in order of preference. Where the Committee decides to arrange the name in order of preference, it shall be deemed to have signified that in the event of the first being not available, the second may be appointment, and in the event of the second also being not available, the third may be appointed, and so on. (2) The Selection Committee may recommend that no suitable candidate for appointment is available in such a case the post shall be re-advertised.
	11.06. 02	(1) Meetings of the Selections Committee for the appointment of teachers in the University shall be convened under the orders of the Vice-Chancellor. (2) The Selections Committee shall not consider the name of person for appointment as teacher of the University unless he applies for it. Provided that in the case of appointment of a professor, the Committee may, with the approval of the Vice-Chancellor of the Executive Council, consider the names of persons who have not applied. (3) A member of the Selection Committee shall withdraw, from meeting of the Committee or of the Executive Council as the case may be if the question of appointment of any of the relatives, (as defined in the explanation to section (20) of such member in being or as likely to be considered at such meeting.
Section 49 (b)	11.07	The recommendation of the Selection Committee and proceedings of the Executive Council pertaining thereto shall be treated as strictly confidential.
Section 21 (1) (xvii), 31 and 49 (d)	11.08	If the work and conduct of a teacher appointed under section 31(2)- (i) is considered satisfactory, the Executive Council may at the end of period of probation (including the extended period, if any) confirm the teacher. (ii) is not considered satisfactory, the Executive Council may terminate the services of the teacher in accordance with the provisions of section 31 during or on the expiry of the period of probation (including the extended period, if any)
section 31 and 49 (d)	11.09	The Selection Committee shall meet at the Headquarters of the University.
section 31 and 49 (d)	10.10	Member of the Selection Committee shall be given not less than fifteen days notice of the meeting reckoned from the date of dispatch of such notice, The notice shall served either personally or by registered post.
section 31 and 49 (d)	11.11	At least fifteen days notice reckoned from the date of dispatch shall be given to the candidates prior to the Selection Committee. The notice shall be served either personally or by registered post.
Section 27	11.12	The travelling and daily allowance of the members of the Selection Committee shall be paid by the University at the rates prescribed by Ordinance.
Section 27	11.13	in very special circumstances and on the recommendation of the Selection Committee, The Executive Council may allow, up to five advance increments, at the time of initial appointment, to such teachers as possess exceptionally high academic attainment and experience if in any case it is necessary to give more than five advance increments, prior approval of the State Governments shall be obtained before making the appointment.
Section 27	11.14	(1) The Selection Committee constituted under clause (a) of subsection (4) of section 31 of the Act. Shall consider the self-Assessment Report Service record (including Character Roll) and such other relevant records as may be placed before or as considered necessary by, it and shall also interview the teacher concerned. The meeting of the Selection committee or considering canes of personal promotion shall be held at least once every year. (2) The Selection committee shall submit its recommendation to the Executive Council and the Executive Council shall subject to the provisions of clause (4), grant personal promotion on the basis of such recommendation.

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Personal promotion on the post of Associate Professor or Professor, as the case may be, shall take effect from the date of taking over charge on the said post.

As a result of personal promotion there shall be no reduction in the work- load of the teacher of the University and he shall continue to perform all duties assigned to the post to which he was appointed under section 31 of the Act.

In case a teacher of the University is not found suitable for personal promotion he may offer himself again for such promotion after one year and shall be considered by the Selection Committee alongwith the teachers of the University who have since become eligible.

In case the Selection committee does not find a teacher of the University suitable for personal promotion, it shall record the reasons.

The post of Associate Professor or Professor, to which personal promotion is made, shall be deemed to be temporary addition to the cadre of Professor or Associate Professor, as the case may be, and the post shall stand abolished on the incumbent ceasing to occupy it.

CHAPTER XII A CONSTITUENT COLLEGES

Section 41 **12.01.A.** -The Maharani Laxmi Bai Medical College Jhansi maintained by the State Government shall be the Constituent College of the University :

CHAPTER XII B AFFILIATED COLLEGES

Section 37 **12.01.B** The list of College affiliated to the University as on the date of the publication of these statutes, is given in Appendix 'G'.

AFFILIATION OF NEW COLLEGES

Section 37 and 49 **12.02.B** Every application for affiliation of a College shall be made so as to reach the Registrar not less than 12 months before the commencement of the session in respect of which the affiliation is sought:
(m)

Provided that the Chancellor may, in special circumstances, reduce the said period in the interest of higher education to such extent as he may deem necessary.

Section 37 and 49 **12.03.B** Every application for affiliation of a College shall be accompanied by a Bank Draft payable to the University for a sum of Rs. 2000 which will be non-refundable.
(m)

Section 37 and 49 **12.04.B** Before an application for affiliation is placed before the Executive Council, the Vice-Chancellor must be satisfied with regard to the following particulars, namely-
(m)

- (a) that the provisions of statutes 12.05, 12.06 and 12.07 have been complied with;
- (b) that the institution satisfies the demand for higher education in the locality;
- (c) that the Management concerned has provided or has adequate financial resources to provided for:
 - (i). Suitable and sufficient building;
 - (ii). Adequate library, furniture, stationery, equipment and laboratory facilities;
 - (iii). Two hectares of land (excluding covered areas);
 - (iv). Facilities for health and recreation of the students;
 - (v). Payment of salary and other allowances to the employees of the College for at least three years

Section 37 and 49 **12.05.B** The constitution of the Management of every College shall provide that-
(m)

- (a) the Principal of the College shall be ex-officio member, of the management;
- (b) twenty-five percent of the members of the Management, are teachers (including the Principal) ;
- (c) the teachers (excluding the Principal) referred to in clause (b) are such members for a period of one year by rotation in order of seniority ;
- (cc) one member of the Management shall be from the non- teaching class III employees of the College selected for a period of one year by rotation in order of seniority;
- (d) subject to the provisions of clause (c) no two members of the Management shall be related to each other within the meaning of the explanation to section 20;
- (e) no change in the said constitution shall be made except with the prior

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- permission of the Vice-Chancellor;
- (f) if any question arises whether any person has been duly chosen as, or is entitled to be a member of office-bearer of the Management of whether the Management is legally constituted, the decision of the Vice-Chancellor shall be final;
- (g) the College is prepared to place before any person or persons authorized by the Vice-Chancellor or before the panel of inspectors appointed by the University, all original documents pertaining to income and expenditure of the College including the accounts of the Society, Trust, board of parent body under which it may be operating;
- (h) the income from the Endowment Funds referred to in Statute 12.06 shall be available for the maintenance of the College.
- Section 37 and 49 (m) 12.06.B** (1) For every college (other than a college exclusively maintained by the State Government or by a local authority), there shall be separate endowment fund which shall be pledged with the Registrar of the University and which shall not be alienated so long as the College continues to exist of the value of-
- (i) Rs. 2.5 Lakhs in the case of a college applying for affiliation in Arts.
 - (ii) Rs. 2.5 Lakhs in the case of a college applying for affiliation in Commerce.
 - (iii) Rs. 2.5 Lakhs in the case of a college applying for affiliation in Education
 - (iv) Rs. 2.5 Lakhs in the case of a college applying for affiliation in Law.
 - (v) Rs. 3 Lakhs in the case of a college applying for affiliation in Science.
 - (vi) Rs.3 Lakhs in the case of a college applying for affiliation in Agriculture.
- to be provided exclusively for degree classes
- (2) If the college wants affiliation up to post-graduate standard, additional Endowment Fund of the value of Rs. 20,000 per subject in the case of Arts, Commerce, Education or Law and Rs. 30,000 per subject in the case of Science or Agriculture shall have to be provided for.
- (3) Such Endowment funds shall be invested in Fixed Deposit Account of a Scheduled Bank or in such other manner as the University may direct.
- Section 37 and 49 (m) 12.07.B** A college seeking affiliation in any course requiring laboratory work shall further satisfy the University that-
- (a) separate laboratories are provided in each branch of Science and that each of them is suitably equipped and.
 - (b) sufficient and suitable apparatus and equipment are provided for carrying- out experimental work.
- Section 37 and 49 (m) 12.08.B** If the Vice-Chancellor is satisfied with regard to matters in the preceding statutes, the application shall be placed before the Executive Council which shall appoint a panel of Inspectors to inspect the College and make a detailed report on all relevant matters. The panel so appointed shall include the Regional Higher Education Officer or a Principal of a Government Degree college.
- Section 37 and 49 (m) 12.09.B** Ordinarily all inspections shall be completed within 4 months of the receipt of an application for affiliation No application for affiliation shall be granted by the Executive Council unless it is satisfied about the financial soundness and of the available resources of the College proposed to be affiliated on the report of the Panel of Inspectors. The process of grant or refusal of application should ordinarily be completed before 15th may of the year in which it is proposed to start the classes.
- Section 37 and 49 (m) 12.10.B** Where the affiliation to a College is granted subject to certain conditions, the College shall not admit or register students unless the Vice-Chancellor after due inspection has issued a certificate that the conditions imposed by the University have been duly fulfilled. If there are practical difficulties for the Vice-Chancellor to inspect the College personally, he may nominate a qualified person or persons to inspect the College concerned.
- AFFILIATION OF COLLEGES FOR NEW DEGREES OR ADDITIONAL SUBJECT.**
- Section 37 and 49 (m) 12.11.B** Every application from an affiliated college for starting courses of instructions for a new degree or in new subjects shall be made so as to reach the Registrar before the 15th of August of the year preceding the one in which it is proposed to start such courses.

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Section 37 and 49 (m)	12.12.B	Each college applying for affiliation for a new degree or for a new subject, shall remit with its application a sum of Rs. 200 & for each subject with a minimum of Rs. 1000 & which will be non-refundable.
Section 37 and 49 (m)	12.13.B	No application for affiliation in a new subject shall be considered unless the Registrar gives a certificate in writing that the conditions of affiliation and of previous affiliation have been fulfilled in total.
Section 37 and 49 (m)	12.14.B	If the Vice-Chancellor is satisfied in regard to the need for such affiliation and if the College has fulfilled and continues to fulfill all condition of previous affiliation, the application shall be placed before the Executive Council which shall appoint a Panel of Inspectors and the provisions of Statute 12.08.B shall apply.
Section 37 and 49 (m)	12.15.B	Ordinarily all inspections referred to in statute 12.14.B shall be completed by the end of October, to enable the Executive Council of the University to scrutinize the report of the inspection well in time.
Section 37 and 49 (m)	12.16.B	Restrictions imposed by Statute 12.10.B shall apply to an affiliated college applying for affiliation for new degree or additional subject.
Section 37 and 49 (m)	12.17.B	Every affiliated college shall strictly observe the rules laid down by the University regarding admission to college, residence and discipline of students.
Section 37 and 49 (m)	12.18.B	Every affiliated college shall make available to the University its buildings, libraries and laboratories with their equipments and appurtenances and also the services of such of its teaching and other staff as may be necessary for the purpose to conduction the University examination.
Section 37 and 49 (m)	12.19.B	Every affiliated College shall have on its staff, teachers having such qualification who shall be given such grades of pay, and be governed by such other condition of set vices as may be laid down from time to time in the ordinances, or in the order of the State Government in that behalf: Provided that no ordinance relating to grades of pay and qualifications shall be made without the prior approval of the State Government.
Section 37 and 49 (m)	12.20.B	When the office of the Principal of an affiliated College falls vacant, the management may appoint any teacher to officiate as Principal for a period of three months or until the appointment of a regular Principal, whichever is earlier. If on or before the expiry of the period of three months, any regular Principal is not appointed, or such a Principal does not assume office, the senior-most teacher in the College shall officiate as Principal of such College until a regular Principal is appointed.
Section 37 and 49 (m)	12.21.B	Every affiliated College shall observe the conditions set out in Statutes 12.04.B to 12.07.B Provided that in the case of a College affiliated before the commencement of these Statutes, the Vice-Chancellor may require the Management of such College to fulfill and observe such of the conditions set out in Statutes 12.04.B and 12.06.B and 12.07.B which the Vice-Chancellor considers reasonable. Provided further that if the Management of such College fails to comply with the requirement issued under the preceding provision within the time specified by the Vice-Chancellor. Vice-Chancellor may take steps for the withdrawal of the affiliation in accordance with statutes 12.28.B to 12.32.B.
Section 37 and 49 (m)	12.22.B	Every affiliated College shall by 15th August of every year submit to the Registrar a certificate from the Principal that the conditions laid down for affiliation have continued to be fulfilled.
Section 37 and 49 (m)	12.23.B	Every affiliated College shall maintain the registers required for affiliated Colleges and shall from time to time furnish to the Registrar returns in such forms as may be required by the University.
Section 37 and 49 (m)	12.24.B	(1) Where the Executive Council or the Vice-Chancellor causes any affiliated College to be inspected it or he may communicate to the College the result of such inspection together with its or his views thereon and direct the Management regarding the action to be taken. (2) Where the Management of an affiliated College does not take action to the satisfaction of the Executive Council or the Vice-Chancellor, the Council may, either on its own motion or on a report to that effect received from the Vice-Chancellor, after considering any explanation furnished or representation made by the management issue such directions as it may think fit, and the Management shall Comply with such direction, failing which the

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Section 37 and 49 (m)	12.25.B	Executive Council may proceed to take action under or in accordance with Statute 12.31.B Information regarding all posts in the teaching staff of the College that fall vacant temporarily or permanently shall be communicated to the Registrar within 15 days of their falling vacant.
Section 37 and 49 (m)	12.26.B	The number of students in a class or section in an affiliated College shall not, except with the previous permission of the Vice-Chancellor exceed 60 for purposes of lectures in the class room but in no case shall exceed 80.
Section 37 and 49 (m)	12.27.B	Before a new section in any class is opened by any College, full information regarding additional staff required (together with their qualifications and salaries, time table for the new section, accommodation available and provision for additional equipment and library facilities) shall be sent to the University and prior permission of the Vice-Chancellor be obtained.

WITHDRAWAL OF AFFILIATION

Section 37 and 49 (m)	12.28.B	Continuance of affiliation shall depend on continued fulfillment of conditions laid down by the University.
Section 37 and 49 (m)	12.29.B	An affiliated College shall be deemed to have been de-affiliated if it fails to send up any candidate for an examination conducted by the University for three successive years.
Section 37 and 49 (m)	12.30.B	The Executive Council may direct a College not to admit students to a particular class if the conditions laid down for starting the class has in the opinion of the Executive Council, been disregarded by the College concerned. The class may, however, be restarted with the prior permission of the Executive Council when the conditions are fulfilled to its satisfaction.
Section 37 and 49 (m)	12.31.B	If a College disregards the requirements of the University regarding the fulfillment of the conditions of affiliation and fails to fulfill the conditions in spite of notice issued by the University, the Executive Council may with the previous sanction of the Chancellor, suspend the affiliation till the conditions are fulfilled to the satisfaction of the Executive Council.
Section 37 and 49 (m)	12.32.B	(1) The Executive Council may deprive an affiliated College of the privileges of affiliation either wholly or for any degree or subject, if it fails to comply with the directions of the Executive Council or to fulfill the conditions of affiliation for gross mismanagement of for other reason the Executive Council is of opinion that the College should be deprived of such affiliation. (2) If the salaries of the staff are not paid regularly, or if the teachers are not paid their salaries to which they were entitled under the Statutes or the Ordinances, the College concerned would be liable to withdrawal of affiliation within the meaning of this statute.
Section 37 and 49 (m)	12.33.B	The Executive Council shall before taking any action under the preceding Statutes; call upon a College to take, within a specified period, such action as may appear to be necessary in respect of any of the matters referred to in the conditions of affiliation.
Section o 49 (o)	12.34.B	Whenever there is dispute regarding the management of an affiliated College, persons found by the Vice-Chancellor to be in actual possession and control of the College properties may, for purposes of the act and these Statutes, be recognized to constitute the Management of such College until a court of competent jurisdiction orders otherwise: Provided that the Vice-Chancellor shall before making an order under these Statutes, afford an opportunity to the rival claimants to make written representation. Explanation – In determining the question as to who is in actual possession and control of the College properties the Vice-Chancellor shall have regard to the control over the funds of the institution and over the actual administration, the receipt of the income from the property of the institution and to other relevant circumstances which might have bearing on the question to be determined.

FINANCE AUDIT AND ACCOUNTS

Section 49	12.35.B	(a) The management of each affiliated college shall be assisted by a Finance Committee which shall consist of: (i) the President or the Secretary of the Management who shall be the Chairman, (ii) two other members elected by the Management from amongst themselves, (iii) the Principal (<i>ex-officio</i>). (b) The Principal of the College shall be the Secretary of the Finance Committee and be entitled to convene its meeting.
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Section 49	12.36.B	The Finance Committee shall prepare the annual budget of the College (Except of the student Funds) which shall be placed before the Management for their consideration and approval.
Section 49	12.37.B	New expenditures, not already included in the budget of the College shall not be incurred without reference to the Finance Committee.
Section 49	12.38.B	The recurring expenditure provided for in the budget shall be controlled by the Principal subject to any specific directions that may be given by the Finance Committee.
Section 49	12.39.B	All students Funds shall be administered by the Principal assisted by different committees such as Games and Sports Committee, Magazine Committee, Reading Room Committee and the like which shall include representatives of students of the College concerned.
Section 49	12.40.B	Accounts of the Students Funds shall be audited by a qualified auditor appointed by the Management not from amongst its members. The audit fees will be a legitimate charge on the Students Funds of the College. The audit reports shall be placed before the Management.
	12.41.B	The Students Funds and the fee income from the Hostels shall not be transferred to other fund and no loan shall be taken from these funds for any purpose whatsoever.

CHAPTER XIII

CONFERMENT AND WITHDRAWAL OF DEGREES AND DIPLOMAS

Section 7 (6), 10 (2) and 49 (h)	13.01	(a) The Degree of Doctor of Letters (D.Litt.) or Mahamahopadhyaya, <i>Honoris Causa</i> , may be conferred upon such persons as have contributed substantially to the advancement of Literature, Philosophy, Art, Music, Painting or any other subject assigned to the Faculty of Arts, or for conspicuous services rendered by them to the cause of education.
		(b) The Degree of Doctor of Science (D. Sc.), <i>Honoris Causa</i> , may be conferred upon such persons as have contributed substantially to the advancement of any branch of science or technology or to planning, organising or developing scientific and technological institutions in the country.
		(c) The Degree of Doctor of Laws (LL. D), <i>Honoris Causa</i> , may be conferred upon persons, who are distinguished lawyers, judges or jurists, statesmen or have noteworthy contribution to the public good.
Section 7 (6), 10 (2) and 49 (h)	13.02.	The Executive Council may, <i>suo motu</i> or on the recommendation of the Academic Council by a resolution passed by a majority of its total membership and also of not less than two-thirds of the members present and voting submit a proposal for conferment of honorary degree to the Chancellor for confirmation under Section 10(2) : Provided that no such proposal shall be submitted in respect of a person who is member of any authority or body of the University.
Section 49 (i) and 67	13.03	Before taking any action under Section 67 for the withdrawal of any degree, diploma or certificate conferred or granted by the University, the person concerned shall be given an opportunity to explain the charges against him. The charges framed against him shall be communicated by the Registrar by registered post and the person concerned shall be required to submit his explanation within a period of not less than fifteen days of the receipt of the charges.
Section 49 (1) and 67	13.04	Every proposal for the withdrawal of an honorary degree shall require previous sanction of the Chancellor.
	¹ 13.05	(1) An Institute may be recognized by the Executive Council as an Institution where research may be carried on in the fulfillment of the requirement of Section 7(4) (b) of the Act after it has been recommended by the Academic Council with the concurrence of the Board of the Faculty concerned. The recognition so granted may be withdrawn by the Executive Council on the recommendation of the Academic Council made with the concurrence of the Board of the faculty concerned.
		(2) The Management of the Institute so recognized shall vest in ; (i) a Committee of Management or other equivalent body, appointed by the person or the body maintaining the Institute, the Constitution of which shall be reported to the Executive Council;

1. Inserted by Noti. No. 6788/XV-10 dated 16-12-1988.

- (ii) A Director appointed by the person or the body maintaining the Institute.
- (3) Research work in a recognized Institute may be guided by the Director and other teachers of the Institute who may be recognized as Supervisors or Advisers for the D.Litt. or D.Sc. or LL.D. or D. Phil degree of the University.
- (4) The Director and other teachers of the Institute if they so agree may deliver a course of advance lecture to research students of the University with the consent of the Head of the Department concerned.
- (5) Any person having requisite qualifications desirous of carrying on research work at the Institute for research degree of the University shall make an application to the Registrar through the Director of the Institute. The application so received shall be placed before the Research Degree Committee of the University constituted under Ordinance and, if approved by the Committee, the applicants shall be permitted to start work on payment of such fees as may be prescribed by the Ordinances.
- (6) Any specific grant or donation received for an Institute shall be earmarked for the Institute and spent on the Institute. No part of the grant of a corresponding Department of teaching in the University shall be spent for any Institute.

CHAPTER XIV CONVOCAATION

- Section 49 (r) 14.01.** (1) A convocation for conferring its degrees, diplomas, and other academic distinctions may be held by the University not more than once in a year on such date and at such time as the Executive Council may appoint.
- (2) A special convocation may be held by the University with the prior approval of the Chancellor.
- (3) The convocation shall consist of the persons specified in sub-section (1) of Section 3 as constituting the body corporate of the University.
- Section 49 (r) 14.02** A local convocation may be held at each affiliated College on such date and such time as the Principal may, with the prior approval of the Vice-Chancellor in writing, appoint.
- Section 49 (r) 14.03** Combined convocations may be held by two or more Colleges in the manner prescribed in Statute 14.02.
- Section 49 (r) 14.04** The procedure to be observed at the convocations referred to in this Chapter and other matters connected therewith shall be such as may be laid down in the Ordinances.
- Section 49 (r) 14.05.** Where the University, or any affiliated College does not find it convenient to hold the convocation in accordance with Statute 14.01 to Statute 14.04, the degrees, diplomas and other academic distinctions may be dispatched to the candidates concerned by registered post.

CHAPTER XV Part I

CONDITIONS OF SERVICE OF TEACHERS OF THE UNIVERSITY

- Section 49 (d) 15.01.A** Except in the case of an appointment under Section 31(3) in a vacancy caused by the grant of leave to a teacher for a period not exceeding 10 months, teachers of the University shall be appointed on a written contract in the form set out in Appendix 'B'.
- Section 49 (d) 15.02.A** A teacher of the University shall at all times maintain absolute integrity and devotion to duty and shall observe the Code of Professional Ethics mentioned in statute 15.34 and the Code of Conduct as set out in Appendix C, which shall form part of the agreement to be signed by the teacher at the time of appointment.
- Section 49 (d) 15.03.A** A breach of any of the provisions of the Code of Professional Ethics mentioned in statute 15.34 and the Code of Conduct as set out in Appendix C shall be deemed to be a misconduct within the meaning of Statute **15.04. (1)**.
- Section 49 (d) 15.04.A** (1) A teacher of the University may be dismissed or removed or his services terminated on one or more of the following grounds:-
- (a) willful neglect of duty;
 - (b) misconduct;
 - (c) breach of any of the terms of contract of service
 - (d) dishonesty connected with the University Examinations;
 - (e) scandalous conduct or conviction for an offence involving moral turpitude,
 - (f) physical or mental unfitness;

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- (g) incompetence;
- (h) abolition of the post.

(2) Except as provided by Section 31(2), not less than three months' notice (or where notice is given after the month of October, then three months notice or notice ending with the close of the session, whichever is longer) shall be given on either side for terminating the contract, or in lieu of such notice, salary for three months (or such longer period as aforesaid) shall be paid :

Provided that where the University dismisses or removes or terminates the services of a teacher of the University under Clause (1), or when the teacher terminates the contract for breach of any of its terms by the University, no such notice shall be necessary:

Provided further that the parties will be free to waive the condition of notice in whole or in part by mutual agreement.

Section 32 (2)
and 49 (d) 15.05.

The original contract of appointment referred to in section 32 shall be lodged with the Registrar for registration within three months of the date of joining; such contract shall be duly stamped as per the rates applicable.

The self-appraisal or linked Performance Based Appraisal System (PBAS) methodology shall form part of the service contract/record.

Section 21 (2)
(xvii) and 49
(d) 15.06.

(1) No order dismissing, removing or terminating the services of a teacher of the University on any ground mentioned in Clause (1) of Statute 15.04. (except in the case of a conviction for an offence involving moral turpitude or of abolition of post), shall be passed unless a charge has been framed against the teacher and communicated to him with a statement of the grounds on which it is proposed to take action and he has been given adequate opportunity:-

- (i) of submitting a written statement of his defence;
- (ii) of being heard in person, if he so desires; and
- (iii) of calling and examining such witnesses in his defence as he may desire:

Provided that the Executive Council or an officer authorised by it to conduct the enquiry may, for sufficient reasons to be recorded in writing, refuse to call any witness.

(2) The Executive Council may, at any time ordinarily within two months from the date of the Inquiry Officer's report, pass a resolution dismissing or removing the teacher concerned from service or terminating his services mentioning the grounds of such dismissal, removal or termination.

(3) The resolution shall forthwith be communicated to the teacher concerned.

(4) The Executive Council may, instead of dismissing, removing or terminating the services of the teacher, pass a resolution inflicting one or more of the lesser punishments, namely - reducing the pay of the teacher for a specified period not exceeding three years and/ or by stopping the teacher of his pay (but not the subsistence allowance) during the period of his suspension, if any.

Section 21 (1)
(xvii) and 49
(d) 15.07.

(1) The Disciplinary Committee referred to in Statute 8.01 may recommend the suspension of a teacher during the pendency or in contemplation of an inquiry into charges against him, on the grounds mentioned in sub-clauses (a) to (e) of Clause (1) of Statute 15.04. The order of suspension if passed in contemplation of an inquiry, shall cease at the end of four weeks of its operation unless the teacher has in the meantime been communicated the charge or charges on which the inquiry was contemplated.

(2) A teacher of the University shall be deemed to have been placed under suspension-

(a) with effect from the date of his conviction, if in the event of a conviction for an offence, he is sentenced to a term of imprisonment exceeding 48 hours and is not forthwith dismissed or removed consequent to such conviction;

(b) in any other case, for the duration of his detention, if he is detained in custody, whether the detention is for any criminal charge or otherwise.

Explanation:-The period of 48 hours referred to in sub-clause (a) of this clause, shall be computed from the commencement of the imprisonment after the conviction and for this purpose, intermittent periods of imprisonment, if any, shall be taken into account.

(3) Where the order of dismissal or removal from service of a teacher of the University is set aside or declared or rendered void in consequence of any proceedings

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under the Act or these Statutes or otherwise, and the appropriate officer, authority or body of the University decides to hold a further inquiry against him, then if the teacher was under suspension immediately before such dismissal or removal, the suspension order shall be deemed to have continued in force on and from the date of the original order of dismissal or removal.

(4) During the period of his suspension, the teacher of the University shall be entitled to get subsistence allowance in accordance with the provisions of Chapter VIII of Part II of the U.P. Government's Financial Hand Book, Volume II (as amended from time to time) which shall **mutatis mutandis** apply.

Section 21 (1) (xvii) and 49 (d) **15.08.** In computing the maximum period for purposes of Clause (2) of Statute 15.06. or Clause (1) of Statute 14.07, the period during which a stay order from any court of law is in operation, shall be excluded.

Section 34 (1) ¹ **15.09.** No teacher of the University shall draw for any duties performed in connection with any examination referred to in Section 34 (1) in any calendar year, any remuneration in excess of one-sixth of the aggregate of his salary in that calendar year or forty thousand rupees, whichever is less.

Section 49 (d) **15.10.** Notwithstanding anything contained in these Statutes-

(i) a teacher of the University who is a member of Parliament or State Legislature shall not, throughout the term of his membership, hold any administrative or remunerative office in the University;

(ii) if a teacher of the University is holding any administrative or remunerative office in the University from before the date of his election or nomination as a Member of Parliament or the State Legislature, then he shall cease to hold such office with effect from the date of such election or nomination or with effect from the commencement of these Statutes, whichever is later;

(iii) a teacher of the University who is elected, or nominated in Parliament or the State Legislature, shall not be required to resign or to take leave from the University for the duration of his membership or, except as provided by Statute 15.11. for attending the meeting of any House or Committee thereof;

Explanation:-The membership of any authority or body of the University or the Deanship of a Faculty or the Principal ship of any College shall not be deemed to be an administrative office for the purposes of this Statute.

TEACHING DAYS

Section 49 (d) **15.11.(1)** (a) Subject to sub-clause (b) the University must adopt at least 180 working days, i.e. there should be a minimum of 30 weeks of actual teaching in a (6-day) week. Of the remaining period, 12 weeks may be devoted to admissions and examination activities, and non-instructional (including preparation of examination) days for co-curricular, sports, College day, etc., 6 weeks for vacations and 4 weeks may be attributed to various public holidays.: The above is summarized as follows:-

Categorization	Number of weeks
Teaching and learning Process	30 (180 days)
Admissions	04
Preparation for examination	02
Examination	06
Vacation	06
Public Holidays (to increase and adjust teaching days accordingly)	04
Total	52

(b) For the courses regulated by the National Council for Teacher Education, here shall be atleast 200 working days, each year exclusive of the period of preparation leave, examination and admissions, out of which atleast 40 days shall be for practice teaching or skill development in nearby schools. adjustments shall be made accordingly.

(c)The institution imparting teaching education shall work for a minimum of 36 hours in a

1. Substituted by Amendment, 2013.

week, during which physical presence in the institution of all the teachers and student teachers is necessary to ensure their availability for individual advice, guidance, dialogues and consultations as and when needed:

Provided that where a teacher of the university is not so available because of the sessions of the parliament or the state legislature, he shall be treated on such leave, as may be due to him, and if no leave is due, then on leave without pay.

In lieu of curtailment of vacation by 2 weeks, the teachers may be credited with 1/3rd of the period of Earned Leave.

Part II

LEAVE RULES FOR TEACHERS OF THE UNIVERSITY

- Section 49 (d) 15.12.** Leave cannot be claimed as a matter of right. If the exigencies of the occasion demand, the sanctioning authority may refuse leave of any kind and may even cancel the leave already granted.
- 15.13** The authority competent to grant leave will be the Vice-Chancellor except in the case of Half Pay leave, Commuted leave Study leave or extraordinary leave, which will be granted by the Executive Council.
- Section 49 (d) 15.14.(1)** Leave shall be of the following categories :
- (i). Casual leave;
 - (ii). Special Casual leave;
 - (iii). Earned leave or Privilege leave
 - (iv). Duty leave;
 - (v). Extraordinary-leave;
 - (vi). Study leave or Sabbatical leave;
 - (vii). Half pay leave or Long-term Leave;
 - (viii). Commuted leave;
 - (ix). Leave not due ;
 - (x). Maternity leave;
 - (xi). Child Care leave.
- (2)** The Executive Council may grant, in exceptional cases, for the reasons to be recorded, any other kind of leave, subject to such terms and conditions as it may deem fit to impose.
- Section 49 (d) 15.15.** **CASUAL LEAVE**
- (a) Casual leave shall be granted to a permanent teacher on full pay for not exceeding 8 days in an academic year.
 - (b) Casual leave cannot be combined with any other kind of leave except Special Casual leave. However, such casual leave may be combined with holidays including Sundays. Holidays or Sundays falling within the period of casual leave shall not be counted as casual leave.
- Section 49 (d) 15.16.** **SPECIAL CASUAL LEAVE**
- (1) Special Casual leave, not exceeding 10 days in an academic year, may be granted to a permanent teacher:
- a) to conduct examination of a University/Public Service Commission/board of examination or other similar bodies/institutions; and
 - b) to inspect academic institutions attached to a statutory board, etc.
- In computing the 10 days leave admissible under sub-clause (a) and (b) above, the days of actual journey, if any, to and from the places where activities specified above, take place, may be excluded.
- (c) to undergo sterilization operation (vasectomy or salpingectomy) under family welfare programme. Leave in this case will be restricted to 6 working days; and
 - (d) to a female teacher who undergoes non-puerperal sterilization.
- (2) Special Casual leave cannot be accumulated, nor can it be combined with any other kind of leave except casual leave. It may be granted in combination with holidays or vacation by the sanctioning authority on each occasion.
- Section 49 (d) 15.17** **EARNED LEAVE**
- (1) Subject to the provisions contained in clause 15.11, earned leave admissible to a

permanent teacher, shall be:

- (a) 1/30th of actual service including vacation; plus
 - (b) 1/3rd of the period, if any, during which he/she is required to perform duty during vacation. For purposes of computation of period of actual service, all periods of leave except casual, special casual and duty leave shall be excluded.
- (2) Earned leave at the credit of a teacher shall be on full pay and shall not accumulate beyond 300 days. The maximum earned leave that may be sanctioned at a time shall not exceed 60 days. Earned leave exceeding 60 days may, however, be sanctioned in the case of higher study, or training, or leave with medical certificate, or when the entire leave, or a portion thereof, is spent outside India.

For avoidance of doubt, it may be noted:

- (i). When a teacher combines vacation with earned leave, the period of vacation shall be reckoned as leave in calculating the maximum amount of leave on average pay which may be included in the particular period of leave.
- (ii). In case where only a portion of the leave is spent outside India, the grant of leave in excess of 120 days shall be subject to the condition that the portion of the leave spent in India shall not in the aggregate exceed 120 days.

Section 49 (d) 15.18

DUTY LEAVE:

- (i) Duty leave of the maximum of 30 days in an academic year may be granted to a permanent teacher on full pay for the following:
 - a) Attending conferences, congresses, symposia and seminars on behalf of the University or with the permission of the University;
 - b) Delivering lectures in institutions and Universities at the invitation of such institutions or Universities received by the University, and accepted by the Vice Chancellor;
 - c) Working in another Indian or foreign University, any other agency, institution or organization, when so deputed by the University;
 - d) Participating in a delegation or working on a committee appointed by the Central Government, State Government, the UGC, a sister University or any other academic body; and
 - e) For performing any other duty for the University.

Provided that if the teacher receives a fellowship or honorarium or any other financial assistance beyond the amount needed for normal expenses, he/she may be sanctioned duty leave on reduced pay and allowances.

- (ii) The duration of leave should be such as may be considered necessary by the sanctioning authority on each occasion.
- (iii) Duty leave may be combined with earned leave, half pay leave or extraordinary leave.
- (iv) Duty leave should be given also for attending meetings in the UGC, DST, etc. where a teacher invited to share expertise with academic bodies, Government or NGO.

Section 49 (d) 15.19

EXTRAORDINARY-LEAVE

- (i) A permanent teacher may be granted extraordinary leave when:
 - (a) no other leave is admissible; or
 - (b) other leave is admissible and the teacher applies in writing for the grant of extraordinary leave.
- (ii) Extraordinary leave shall always be without pay and allowances. Extraordinary leave shall not count for increment except in the following cases:
 - (a) Leave taken on the basis of medical certificate;
 - (b) Cases where the Vice Chancellor is satisfied that the leave was taken due to causes beyond the control of the teacher, such as inability to join or rejoin duty due to civil commotion or a natural calamity, provided the teacher has no other kind of leave to his credit;
 - (c) Leave taken for pursuing higher studies; and
 - (d) Leave granted to accept an invitation to a teaching post or fellowship or research-cum-teaching post or on assignment for technical or academic work of importance.
- (iii) Extraordinary leave may be combined with any other leave except casual leave and Special Casual leave, provided that the total period of continuous absence from duty on

leave (including periods of vacation when such vacation is taken in conjunction with leave) shall not exceed three years except in cases where leave is taken on medical certificate. The total period of absence from duty shall in no case exceed five years in the full working life of the individual.

(iv) The authority empowered to grant leave may commute retrospectively periods of absence without leave into extraordinary leave.

Section 49 (d) 15.20.

STUDY LEAVE:

(i) Study leave may be granted to a permanent and whole time Assistant Professor after a minimum of three years of continuous service, to pursue a special line of study or research directly related to his/her work in the institution or to make a special study of the various aspects of University organization and methods of education.

(ii) The period of study leave may be for three years, but two years may be given in the first instance, extendable by one more year, if there is adequate progress as reported by the Research Guide. Care should be taken that the number of teachers given study leave, does not exceed the stipulated percentage of teachers in any Department.

Provided that the Executive Council may, in the special circumstances of a case, waive the condition of two years service being continuous.

Explanation: In computing the length of service, the time during which a person was on probation may be reckoned provided:

(a) the person is a teacher on the date of the application;

(b) there is no break in service; and

(c) the leave is requested for undertaking the Ph.D. research work.

(iii) Study leave shall be granted by the Executive Council on the recommendation of the concerned Head of the Department. The leave shall not be granted for more than three years in one spell, except in very exceptional cases in which the Executive Council is satisfied that such extension is unavoidable on academic grounds and necessary in the interest of the University.

(iv) Study leave shall not be granted to a teacher who is due to retire within five years of the date on which he/she is expected to return to duty after the expiry of study leave.

(v) Study leave may be granted not more than twice during one's career.

Provided that, under no circumstances, the maximum of study leave admissible during the entire service should not exceed five years.

(vi) No teacher, who has been granted study leave, shall be permitted to alter substantially the course of study or the programme of research without the prior permission of the Executive Council. In the event, the course of study falls short of study leave sanctioned, the teacher shall resume duty immediately on the conclusion of such course of study, unless a prior approval of the Executive Council to treat the period of shortfall as ordinary leave has been obtained.

(vii) Subject to the maximum period of absence from duty on leave not exceeding three years, study leave may be combined with earned leave, half-pay leave, extraordinary leave or vacation,

Provided that the earned leave at the credit of the teacher shall be availed of at the discretion of the teacher. A teacher, who is selected to a higher post during study leave, will be placed in that position and get the higher scale only after joining the post.

(viii) A teacher granted study leave shall on his/her return and re-joining the service of the University may be eligible to the benefit of the annual increment(s) which he/she would have earned in the course of time if he/she had not proceeded on study leave. No teacher shall however, be eligible to receive arrears of increments.

(ix) Study leave shall count as service for contributory provident fund and retiral benefits etc., provided the teacher joins the University on the expiry of his/her study leave.

(x) Study leave granted to a teacher shall be deemed to be cancelled in case it is not availed of within 12 months of its sanction.

Provided that where study leave granted has been so cancelled, the teacher may apply again for such leave.

(xi) A teacher availing himself/herself of study leave shall undertake that he/she shall serve the University for a continuous period of at least three years to be calculated from

the date of his/her resuming duty on expiry of the study leave.

(xii) After the leave has been sanctioned, the teacher shall, before availing himself/herself of the leave, execute a bond in favour of the University, binding himself/herself for the due fulfillment of the conditions laid down in sub-clause above and give security of immovable property to the satisfaction of the Finance Officer or a fidelity bond of an insurance company or a guarantee by a scheduled bank or furnish security of two permanent teachers for the amount which might become refundable to the University in accordance with sub-clause (xi) above.

(xiii) The teacher shall submit to the Registrar, six monthly reports of progress in his/her studies from his/her supervisor or the Head of the Institution. This report shall reach the Registrar within one month of the expiry of every six months of the study leave.

Section 49 (d) 15.21

SABBATICAL LEAVE:

(i) Permanent and whole-time teachers who have completed seven years of service as Reader/Associate Professor or Professor may be granted sabbatical leave to undertake study or research or other academic pursuit solely for the object of increasing their proficiency and usefulness to the institution and higher education system.

(ii) The duration of leave shall not exceed one year at a time and two years in the entire career of a teacher.

(iii) A teacher, who has availed himself/herself of study leave, would not be entitled to the sabbatical leave.

Provided that sabbatical leave shall not be granted until after the expiry of five years from the date of the teacher's return from previous study leave or any other kind of training programme of duration of one year or more.

(iv) A teacher on sabbatical leave shall not take up, during the period of that leave, any regular appointment under another organization in India or abroad. He/she may be allowed to accept a fellowship or a research scholarship or *ad hoc* teaching and research assignment with honorarium or any other form of assistance, other than regular employment in an institution of advanced studies.

(v) During the period of sabbatical leave, the teacher shall be allowed to draw the increment on the due date. The period of leave shall also count as service for purposes of provident fund and retiral benefits; provided that the teacher rejoins the institution on the expiry of his/her leave.

Section 49 (d) 15.22.

HALF-PAY LEAVE

Half-pay leave admissible to a permanent teacher shall be 20 days for each completed year of service. Such leave may be granted on the basis of medical certificate from a registered medical practitioner, for private affairs or for academic purposes.

Explanation:

A "completed year of service" means continuous service of specified duration under the University or the College and includes periods of absence from duty as well as leave including extraordinary leave.

Section 49 (d) 15.23.

COMMUTED LEAVE

Commutated leave, not exceeding half the amount of half pay leave due, may be granted on the basis of medical certificate from a registered medical practitioner to a permanent teacher subject to the following conditions:

- a) Commuted leave during the entire service shall be limited to a maximum of 240 days;
- b) When commuted leave is granted, twice the amount of such leave shall be debited against the half-pay leave due; and
- c) The total duration of earned leave and commuted leave taken in conjunction shall not exceed 240 days at a time:

Provided that no commuted leave shall be granted under these statutes unless the authority competent to sanction leave has reason to believe that the teacher will return to duty on its expiry.

Section 49 (d) 15.24.

LEAVE NOT DUE

(i) Leave not due, may, at the discretion of the Vice- Chancellor, be granted to a

permanent teacher for a period not exceeding 360 days during the entire period of service, out of which not more than 90 days at a time and 180 days in all may be otherwise than on medical certificate. Such leave shall be debited against the half-pay leave earned by him/her subsequently.

(ii) 'Leave not due' shall not be granted, unless the Vice Chancellor is satisfied that as far as can reasonably be foreseen, the teacher will return to duty on the expiry of the leave and earn the leave granted.

(iii) A teacher to whom 'leave not due' is granted shall not be permitted to tender his/her resignation from service so long as the debit balance in his/her leave account is not wiped off by active service, or he/she refunds the amount paid to him/her as pay and allowances for the period not so earned. In a case where retirement is unavoidable on account of reason of ill health, incapacitating the teacher for further service, refund of leave salary for the period of leave still to be earned may be waived by the Executive Council;

Provided that the Executive Council may waive off, in any other exceptional, for reasons to be recorded in writing, the refund of leave salary for the period of leave still to be earned.

Section 49 (d) 15.25.

MATERNITY LEAVE

(a) Maternity leave on full pay may be granted to a permanent woman teacher for a period not exceeding 180 days, to be availed of twice in the entire career. Maternity leave may also be granted in case of miscarriage including abortion, subject to the condition that the total leave granted in respect of this to a woman teacher in her career is not more than 45 days, and the application for leave is supported by a medical certificate.

(b) Maternity leave may be combined with earned leave, half pay leave or extraordinary leave but any leave applied for in continuation of maternity leave may be granted if the request is supported by a medical certificate.

Section 49 (d) 15.26.

CHILD CARE LEAVE

(i). Women teachers having minor children may be granted leave on full pay up to two years for taking care of their minor children. The leave shall be regulated on the same terms and conditions as are applicable to the State Government employees from time to time.

(ii). In the cases, where the child care leave is granted for more than 45 days, the Institution may appoint a part- time /guest substitute teacher with intimation to the UGC.

(iii). In the event of any doubt about the applicability of the leave, the decision of the State Government shall be final.

Section 49 (d) 15.27.

OTHER LEAVE

Other leave may be prescribed as per the rules of the State Government.

Part III

AGE OF SUPERANNUATION OF TEACHERS OF THE UNIVERSITY

Section 49 15.28.

(1) The age of superannuation of a teacher of the University shall be Sixty two years.

(2) No extension in service beyond the age of superannuation shall be granted to any teacher:

Provided that a teacher whose date of superannuation does not fall on June 30, shall continue in service till the end of academic session, that is June 30 following and will be treated as on re-employment from the date immediately following the date of his superannuation till June 30, following:

Provided further that a teacher, who is treated to be on re-employment from the date immediately following date of his superannuation till June, 30 following, will be entitled to pay and other benefits admissible to a Government employee of equal status.

Part IV

OTHER PROVISIONS

Section 32 and 49 15.32.

COUNTING OF PAST SERVICES

Previous regular service, whether national or international, as

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Lecturer/Assistant Professor, Reader/Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional organizations such as- the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR, DBT, etc., should be counted for direct recruitment and promotion under CAS of a teacher as Assistant Professor, Associate Professor, Professor or any other nomenclature these posts are described as per Appendix H- Table No. II shall be governed by the relevant provisions of the UGC (minimum Qualifications for appointment of teachers and other academic staff in universities and colleges) and other measures for the maintenance of the sub-standards in higher education, regulations of 2010 after due verification by the prescribed authority: Provided that-

- (a) the essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Lecturer/Assistant Professor, Reader/Associate Professor or Professor as the case may be.
- (b) the post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer) Associate Professor (Reader) and Professor.
- (c) the candidate for direct recruitment has applied through proper channel only.
- (d) the concerned Assistant Professor, Associate Professor and Professor had possessed the same minimum qualifications as prescribed by the UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.
- (e) the post was filled in accordance with the prescribed selection procedure as laid down in the Act, the Uttar Pradesh Higher Education Services Commission Act, 1980 and rules made there under and the statutes of University for such appointments.
- (f) the previous appointment was not as guest Lecturer (by whatever name called) for any duration, or an adhoc or in a leave vacancy of less than one year duration. Adhoc or temporary service of more than one year duration can be counted Provided that:-
 - (i). the period of service was of more than one year duration;
 - (ii). the incumbent was appointed on the recommendation of duly constituted Selection Committee; and
 - (iii). the incumbent was selected to the permanent approved / sanctioned post in continuation to the adhoc or temporary service, without any break.
- (g) no distinction should be made with reference to the nature of management of the institution where previous service was rendered (private/local body/Government), was considered for counting past services under this clause.

Section 49

PERIOD OF PROBATION AND CONFIRMATION

- 15.33.(1) The confirmation at the end of one year shall be automatic, unless extended for another year by a specific order, before expiry of the first year.
- (2) Subject to this statute, it is obligatory on the part of the institution to issue an order of confirmation to the incumbents within 45 days of completion of probation period after due process of verification of satisfactory performance.
- (3) The provisions regarding probation and confirmation are applicable only at the initial stage of recruitment, issued from time to time under the Act or Statutes or Ordinances made there under.
- (4) All other State Government rules/orders on probation and confirmation shall be applicable mutatis mutandis.

Section 49

CODE OF PROFESSIONAL ETHICS

- 15.34 **I. TEACHERS AND THEIR RESPONSIBILITIES:**

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

Teachers should:

- (i). adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (ii). manage their private affairs in a manner consistent with the dignity of the profession;
- (iii). seek to make professional growth continuous through study and research;
- (iv). express free and frank opinion by participation at professional meetings, seminars, conferences etc. towards the contribution of knowledge;
- (v). maintain active membership of professional organizations and strive to improve education and profession through them;
- (vi). perform their duties in the form of teaching, tutorial, practical, practical teaching, seminar, symposium, workshop and research work conscientiously and with dedication;
- (vii). co-operate and assist in carrying out functions relating to the educational responsibilities of the College and the University such as: assisting in appraising applications for admission, advising and counseling students as well as assisting the conduct of University and College examinations, including supervision, invigilation and evaluation; and participate in extension, co-curricular and extra-curricular activities including community service.

II. TEACHERS AND THE STUDENTS

Teachers should:

- (i). respect the right and dignity of the student in expressing his/her opinion;
- (ii). deal justly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics;
- (iii). recognize the difference in aptitude and capabilities among students and strive to meet their individual needs;
- (iv). encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
- (v). inculcate among students scientific outlook and respect for physical labour and ideals of democracy, patriotism and peace;
- (vi). be affectionate to the students and not behave in a vindictive manner towards any of them for any reason;
- (vii). pay attention to only the attainment of the student in the assessment of merit;
- (viii). make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward;
- (ix). help students to develop an understanding of our national heritage and national goals; and
- (x). refrain from inciting students against other students, colleagues or administration.

III. TEACHERS AND COLLEAGUES

Teachers should:

- (i). treat other members of the profession in the same manner as they themselves wish to be treated;
- (ii). speak respectfully of other teachers and render assistance for professional

betterment;

- (iii). refrain from lodging unsubstantiated allegations against colleagues to higher authorities; and refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavour.

IV. TEACHERS AND AUTHORITIES:

Teachers should:

- (i). discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and/or professional organizations for change of any such rule detrimental to the professional interest;
- (ii). refrain from undertaking any other employment and commitment including private tuitions and coaching classes which are likely to interfere with their professional responsibilities;
- (iii). co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand;
- (iv). co-operate through their organizations in the formulation of policies of the other institutions and accept offices;
- (v). co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with dignity of the profession;
- (vi). should adhere to the conditions of contract;
- (vii). give and expect due notice before a change of position is made; and
- (viii). refrain from availing themselves of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view their particular responsibility for completion of academic schedule.

Section 49

V. TEACHERS AND NON-TEACHING STAFF:

Teachers should treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution; and, Teachers should help in the function of joint staff-councils covering both teachers and the non-teaching staff.

Section 49

VI TEACHERS AND GUARDIANS

Teachers should:

Try to see through teachers' bodies and organizations, that institution maintains contact with the guardians, their students, sends reports of their performance to the guardians whenever necessary and meets the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.

Section 49

VII. TEACHERS AND SOCIETY

Teachers should:

- (i). recognize that education is a public service and strive to keep the public informed of the educational programmes which are being provided;
- (ii). work to improve education in the community and strengthen the community's moral and intellectual life ;
- (iii). beware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole;
- (iv). perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices;
- (v). refrain from taking part in or subscribing to or assisting in any way activities which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for National Integration.

CHAPTER XVI

Part I

CONDITIONS OF SERVICE OF TEACHERS OF AFFILIATED COLLEGES

Section 49 (o) **16.01.**

The provisions of this Chapter shall not apply to the teachers of any College exclusively maintained by the State Government or a local authority.

Section 49 (o) **15.02.**

Except in the case of an appointment under Section 31 (3) in a vacancy caused by the grant of leave to a teacher for a period not exceeding 10 months, teachers of an affiliated

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- College shall be appointed on a written contract in the Form set out in Appendix 'D'
- Section 49 (o) 15.03.** (1) A teacher of an affiliated College shall at all times maintain absolute integrity and devotion to duty and shall observe the Code of Professional Ethics mentioned in statute 15.34 and Code of Conduct as set out in Appendix C, which shall form part of the agreement to be signed by the teacher at the time of appointment.
- (2) A breach of any of the provisions of the Code of Professional Ethics mentioned in statute 15.34 and Code of Conduct as set out in Appendix C shall be deemed to be a misconduct within the meaning of Statute 15.04.(1)
- Section 49 (o) 16.04.** (1) A teacher of an Affiliated College (other than a Principal) may be dismissed or removed or his services terminated on one or more of the following grounds-
- (a) willful neglect of duty;
 - (b) misconduct, including disobedience to the orders of the Principal;
 - (c) breach of any of the terms of contract of service;
 - (d) dishonesty connected with the University or College examinations;
 - (e) scandalous conduct or conviction for an offence involving moral turpitude;
 - (f) physical or mental unfitness;
 - (g) incompetence ;
 - (h) abolition of the post with the prior approval of the Vice-Chancellor.
- (2) A Principal of an Affiliated College may be dismissed or removed, or his services terminated on grounds mentioned in Clause (1) or on the grounds of continued mismanagement of the College.
- (3) Except as provided by Clause (4), not less than three months' notice (or where notice is given after the month of October, then three months' notice or notice ending with the close of the session whichever is longer) shall be given on either side for terminating the contract, or in lieu of such notice, salary for three months (or longer period as aforesaid) shall be paid:
Provided that where the Management dismisses or removes or terminates the services of a teacher, under Clause (1) or Clause (2) or when the teacher terminates the contract for breach of any of its terms by the Management, no such notice shall be necessary:
Provided further that the parties will be free to waive the condition of notice, in whole or in part by mutual agreement.
- (4) In the case of any other teacher appointed in a temporary or officiating capacity, his services shall be terminable, by one month notice or on payment of salary in lieu thereof, on either side.
- Section 49 (o) 16.05.** The original contract of appointment referred to in Section 35 shall be lodged with the Registrar of the University for registration within three months of the date of joining; such contract shall be duly stamped as per the rates applicable.
The self-appraisal or linked Performance Based Appraisal System (PBAS) methodology shall form part of the service contract/record.
- Section 49 (o) 16.06.** (1) No order dismissing, removing, or terminating the services of a teacher on any ground mentioned in Clause (1) or Clause (2) of Statute 16.04 (except in the case of a conviction for an offence involving moral turpitude or of abolition of post) shall be passed unless a charge has been framed against the teacher and communicated to him with a statement of the grounds on which it is proposed to take action and he has been given adequate opportunity-
- (i) of submitting a written statement of his defence;
 - (ii) of being heard in person, if he so desires; and
 - (iii) of calling and examining such witnesses in his defence as he may desire:
- Provided that the Management or the officer authorised by it to conduct the inquiry may, for sufficient reasons to be recorded in writing refuse to call any witness.
- (2) The Management may, at any time, ordinarily within two months from the date of the Inquiry Officer's report pass a resolution dismissing or removing the teacher concerned from service, or terminating his services mentioning the grounds of such dismissal, removal or termination.
- (3) The resolution shall forthwith be communicated to the teacher concerned and also be reported to the Vice- Chancellor for approval and shall not be operative unless so

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approved by the Vice- Chancellor.

(4) The Management may, instead of dismissing, removing or terminating the services of the teacher, pass a resolution inflicting a lesser punishment by reducing the pay of the teacher for a specified period or by stopping increments of his salary for a specified period not exceeding three years and/or may deprive the teacher of his pay during the period, if any, of his suspension. The resolution by the Management inflicting such punishment shall be reported to the Vice- Chancellor and shall be operative only when and to the extent approved by the Vice- Chancellor.

Section 49 (o) 16.07. The Management shall have the power to suspend a teacher during the pendency or in contemplation of an inquiry into charge against him, on the grounds mentioned in sub-clauses (a) to (e) of Clause (1) of Statute 16.04. In an emergency, (in the case of a teacher other than Principal) this power may be exercised by the Principal in anticipation of the approval of the Management. The Principal shall immediately report such case to the Management. The order of suspension if passed in contemplation of an inquiry, shall cease at the end of four weeks of its operation, unless the teacher has in the meantime been communicated the charge or charges on which the inquiry was contemplated.

Section 49 16.08. In computing the maximum period for purposes of Clause (2) of Statute 16.06 and Statute 16.07, any period during which a stay order from any court of law is in operation shall be excluded.

Section 49 16.09. No teacher of an affiliated College shall draw for any duties performed in connection with any examination referred to in section 34 (1) in any calendar year, any remuneration in excess of one-sixth of the aggregate of his salary in that calendar year or forty thousand rupees, whichever is less.

Section 49 16.10. Notwithstanding anything contained in these Statutes-

(i) a teacher of an affiliated College who is member of Parliament or State Legislature shall not, throughout the term of his membership hold any administrative or remunerative office in the College or in the University with which such College is associated;

(ii) if a teacher of an affiliated College is holding any administrative or remunerative office in the College or in the University to which such College is associated, from before the date of his election or nomination as a member of the Parliament or the State legislature, then he shall cease to hold such office with effect from the date of such election or nomination or with effect from the commencement of these Statutes whichever is later;

(iii) a teacher of an affiliated College who is elected or nominated to the Parliament or the State Legislature shall not be required to resign or to take leave from such College for the duration of his membership or except as provided by Statute 17.11 for attending the meetings of any House or Committee thereof.

Explanation: - The membership of any authority or body of the University or the Deanship of a Faculty or the Principalship of any College shall not be deemed to be an administrative office for the purposes of this Statute.

Section 49 TEACHING DAYS

16.11.(1) (a) Subject to sub-clause (b), the Colleges must adopt at least 180 working days, i.e. there should be a minimum of 30 weeks of actual teaching in a (6-day) week. Of the remaining period, 10 weeks may be devoted to admission and examination activities, and non-instructional (including preparation of examination) days for co-curricular, sports, College day, etc., 08 weeks for vacations and 4 weeks may be attributed to various public holidays. The above is summarized as follows:-

Categorization	Number of weeks
Teaching and learning Process	30 (180 days)
Admissions/Examinations/	03
Preparation for examination	02
Examination	05
Vacation	08

1. Substituted by Ninth Amendment ,dated 20.06.80.

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Public Holidays (to increase and adjust teaching days accordingly)	04
Total	52

(b) For the courses regulated by the National Council for Teacher Education, there shall be at least 200 working days, each session exclusive of the period of examination and admission, out of which at least 40 days shall be for practice teaching or skill development in nearby schools. Adjustments shall be made accordingly.

(c) The institution imparting teacher education shall work for a minimum of 36 hours in a week, during which physical presence in the institution of all the teachers and student-teachers is necessary to ensure their availability for individual advice, guidance, dialogues and consultations as and when needed:

Provided that where a teacher of the University is not so available because of the sessions of the Parliament or the State Legislature, he shall be treated on such leave, as may be due to him, and if no leave is due, then on leave without pay.

(2) The Colleges may have an option of a total vacation of 08 weeks in a year and no earned leave except when required to work during the vacations for which, 1/3rd of the period will be credited as Earned Leave.

Part-II

LEAVE RULES FOR TEACHERS OF AFFILIATED COLLEGES

Section 49 **16.12.** The provisions of Statutes 15.12 to 15.27 relating to the Leave Rules of teachers of the University shall be applicable to the teachers of a College with the substitution of the words "management" and "Principal" for the words "Executive Council" and "Vice Chancellor" respectively.

Part-III

AGE OF SUPERANNUATION OF TEACHERS OF AFFILIATED COLLEGES

Section 49 **16.13** The age of superannuation of a teacher of an affiliated/associated College shall be Sixty two years.

16.14 No extension in service beyond the age of superannuation shall be granted to any teacher: Provided that a teacher whose date of superannuation does not fall on June 30, shall continue in service till the end of academic session, that is June 30 following and will be treated as on re-employment from the date immediately following the date of his superannuation till June 30, following:

Provided further that a teacher, who is treated to be on re-employment from the date immediately following date of his superannuation till June, 30 following, will be entitled to pay and other benefits admissible to a Government employee of equal status.

Part IV

Other Provision

Section 49 (0) **16.15** The provisions of clauses (2) to (4) of the Statute 15.07, Statutes 15.29 to 15.34 shall mutatis mutandis apply to every teacher of a College with the following modifications, namely :-

(a) In clauses (2) to (4) of Statute 15.07, for the words "Vice- Chancellor", and "Executive Council", the words "Management" and "Vice- Chancellor" shall respectively be substituted.

(b) In Statute 15.29 for the words "Vice- Chancellor", and "Head of the Department", the words "Principal" and the "Senior-most Assistant Professor in the Department" shall respectively be substituted.

16.16 Any contract of appointment between a Principal or other teacher of an affiliated college and the Management entered into before the commencement of these statutes shall be subject to the provisions of the Statutes contained in the Chapter and shall be deemed to be modified in accordance with the provisions of this chapter and in accordance with the terms contained in the Form (1) or (2), as the case may be set out in Appendix 'C' read with Appendix 'B'.

16.17 (1) A teacher of an affiliated college shall be deemed to have been placed under suspension –

(a) with effect from the date of his conviction, if in the event of a conviction for an

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offence, he is sentenced to a term of imprisonment exceeding 48 hours and is not forthwith dismissed or removed consequent to such conviction.

(b) In any other case, for the duration of his detention, if he is for any criminal charge or otherwise

Explanation – The period of 48 hours referred to in sub-clause (a) of this clause, shall be computed from the commencement of the imprisonment after the conviction and for this purpose, intermittent periods of imprisonment, if any, shall be taken into account.

(2) Where the order of dismissal or removal from service of a teacher of the affiliated college is set aside or declared or rendered void in consequence to any proceedings under Act. Or these statutes or otherwise and the Management decides to hold a further inquiry against him, even if the teacher was under suspension immediately before such dismissal or removal, the suspension order shall be deemed to have continued in force on and from the date of the original order of dismissal or removal.

(3) During the period of his suspension, the teacher of the college shall be entitled to get subsistence allowance in accordance with the provisions of Chapter VIII of part II of the U.P. Government's Financial Hand Book Volume II, (as amended from time to time) which shall mutatis mutandis apply –

16.18 (1) Every teacher of the college shall prepare in duplicate his Annual Academic Progress Report in form (3) as set out in Appendix 'C'. The original Report shall be lodged with the principal and the copy thereof shall be retained by the teacher himself.

(2) The report in respect of an academic session shall be lodged by the end of July following the said session, or within one month from the close of session whichever is later.

16.19 Every teacher shall be bound to comply with the directions of the officers and authorities of the University in connection with the examination conducted by the University.

16.20 Where under the provisions of the Act of these Statutes or the Ordinances a teacher is required to be served with any notice and such teacher is not in station, the notice may be sent to him by registered post at his last known address.

SENIORITY OF PRINCIPALS AND TEACHERS OF AFFILIATED COLLEGES

Section 49 (o). **16.21** The following rules shall be followed in determining the seniority of Principals and other teachers of affiliated Colleges :-

- (a) the Principal shall be deemed senior to other teachers in the College;
- (b) the Principal of a post-graduate College shall be deemed senior to the Principal of a degree College;
- (c) the seniority of Principals and teachers of the affiliated colleges shall be determined by the length of continuous service from the date of appointment in substantive capacity;
- (d) service in each capacity (for example, as Principal or as a teacher), shall be counted from the date of taking charge pursuant to substantive appointment;
- (e) service in a substantive capacity in another University or another degree or postgraduate College whether affiliated to the University or another University established by law shall be added to his length of service.

Section 49 (o). **16.22** Where more than one teacher are entitled to count the same length of continuous service, the relative seniority of such teachers shall be determined as below:-

- (i) in the case of Principals, the length of substantive service as a Lecturer/Assistant Professor shall be taken into consideration.
- (ii) in the case of Assistant Professor, the seniority in age shall be taken into consideration.

Section 49 (d). **16.23.** Where the seniority of a person as Principal is to be determined for the purpose of representation or appointment as such on a University authority, the length of service only as Principal shall be taken into account.

Section 49 (o). **16.24** (1) When two or more persons are appointed as teachers in the same Department or in the same subject, their relative seniority shall be determined in order of preference or merit in which their names were recommended by the Selection Committee.

(2) If the seniority of two or more teachers has been determined under Clause (1), the

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- same shall be communicated to the teacher concerned before their appointment.
- Section 49 (o). 16.25** All disputes regarding seniority of teachers (other than the Principal), shall be decided by the Principal of the College who shall give reasons for the decision, Any teacher aggrieved with the decision of the Principal may prefer an appeal to the Vice-Chancellor within 60 days from the date of communication of such decision to the teacher concerned. If the Vice-Chancellor disagrees with the Principal, he shall give reasons for such disagreement.
- Section 49 (o). 16.26** The Statutes contained in this Chapter shall not affect the inter seniority of teachers employed from before the commencement of Statutes.
- Section 49 (o). 16.27** It shall be the duty of Registrar to prepare and maintain, in respect of each category of teachers, a complete and up-to-date seniority list in accordance with the provisions hereinafter appearing.
- 16.28** The following rules shall be followed in determining the seniority of teachers:-
- (a) A Principal shall be deemed to be senior to every teacher.
 - (b) In the same cadre seniority of a teacher shall be determined according to the length of his continuous service in a substantive capacity in cadre:
Provided that where more than one appointment to posts in a cadre has been made at the same time and an order of preference or merit was indicated.
 - (c) When any teacher holding substantive post in any College affiliated to or associated with any University is appointed as a teacher in an affiliated College, the period of substantive service rendered by such teacher in such College shall be added to his length of service.
 - (d) Service against an administrative appointment in any University or College shall not count for the purposes of seniority.
 - (e) Continuous service in a temporary post to which a teacher is appointed after reference to a Selection Committee, if followed by his appointment in a substantive capacity to that post under section 31 (3) (b) shall count towards seniority.
- Section 49 (o). 16.29**
- (1) Notwithstanding anything contained in any other Statute, if the Management :-
 - (a) agree with the recommendation of the Selection Committee, and approves two or more persons for appointment as teachers in the same Department, it shall, while recording such approval, determine the order of merit of such teacher :
 - (b) does not agree with the recommendation of the Selection Committee and refers the matters to the Vice-Chancellor under section 31(8) (b), the Vice-Chancellor shall, in case where appointment of two or more teachers in the same Department is involved, deterring the order of merit of such teachers at the time of deciding such reference.
 - (2) The order of merit in which two or more teachers are placed under clause (1), shall be communicated to the teachers concerned before their appointment.
- Section 49 (o). 16.30** All disputes regarding seniority of Principals of associated Colleges shall be decided by the Vice-Chancellor who shall give reasons for the decision. Any Principal aggrieved with the decision of the Vice-Chancellor may prefer an appeal to the Executive Council within sixty days from the date of communication of such decision to the Principal concerned. If the Executive Council disagrees from the Vice-Chancellor, it shall give reasons for such disagreement.
- Section 49 (o). 16.31** The provisions of Statutes 18.01, 18.02, 18.05 and 18.08 shall **mutatis mutandis** apply to the teachers and Principals of affiliated Colleges as they apply to the teachers of the University.
- CHAPTER-XVII**
Autonomous Colleges
- Section 42 17.32** The Management of an affiliated College desirous of obtaining the privileges of an Autonomous College shall apply to the Registrar specifying clearly-
- (a) the variation proposed in or from the course of study prescribed by the University including the institution of course in a subject not provided for by the University and the substitution of a course for the one prescribed by the University;
 - (b) the manner in which the College proposes to hold examinations in the courses so varied;

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- (c) the details of its finances and assets, the strength and qualifications of its teaching staff, the facilities available, for the advanced research work, and the advanced research work already done, if any.
- Section 42** **17.33** No application under statute 17.01 shall be entertained unless the College satisfies the following conditions :-
- ¹(a) It has well established Departments of teaching so as to be capable of imparting instruction up to the post-graduate stage.
 - (b) It has or is likely to have an adequate and well qualified teaching staff.
 - (c) The Principal is a teacher or Scholar of outstanding merit and possesses administration experience.
 - (d) It possesses adequate and satisfactory building for all tuitional purposes and for housing the library, Reading Rooms, the Laboratories and has for future expansion.
 - (e) It has a good library and has or is likely to have provision for its regular development.
 - (f) It has well equipped Laboratories, if necessary, for the subjects taught therein, and has or is likely to have adequate provision for new acquisition and replacements.
 - (g) The Management possesses adequate resources for meeting the extra expenditure involved in the College on attaining the status of an Autonomous College.
- Section 42** **17.34** Every application under Statute 17.01 shall be accompanied by a Bank Draft payable to the University for a sum of Rs. 2,000 which shall be non-refundable.
- Section 49** **17.35** (1) Every application under Statute 17.01 shall be referred to a Standing Committee of each of the Faculties concerned for Scrutiny.
- (2) The Standing Committee for each of the Faculties concerned shall consist of the following members :
- (a) The Dean of the Faculty (convener);
 - (b) A representative each of the corresponding Faculty selected by the Executive Council from any two of the University established by law in Uttar Pradesh.
- (3) If the reports of the Committees are favorable, the Executive Council shall appoint a Board of Inspectors (not exceeding six members) to inspect the College and report on its suitability for being declared as an Autonomous College.
- (4) The Board of Inspectors shall include the Vice-Chancellor as the Convener, and the Director of Education (Higher Education) and such other specialists of the subjects as members as the Executive Council may think fit to appoint.
- Section 42** **17.36** The report of the Board of Inspectors shall be considered by the Board of the Faculty concerned as well as by the Academic Council and shall be laid before the Executive Council together with the views of these bodies.
- Section 42** **17.37** (1) After considering the recommendation of the Board of Inspectors and the reports of the two bodies, referred to in Statute 20.05, if the Executive Council is of opinion that the College is entitled to the privileges mentioned in Section 42, it shall submit its proposal to the Chancellor.
- (2) On receipt of the proposal and other connected papers under Clause (1) and after making such enquiry as he may consider necessary, the Chancellor may approve the proposal or reject it :
- Provided that before approving any such proposal, the Chancellor may consult the University Grants Commission established under the University Grants Commission Act, 1956.
- Section 42** **17.38** After the recommendation of the Executive Council has been approved by the Chancellor under Statute 17.06, the Executive Council shall declare the College as an Autonomous College, and shall specify the matter in respect of which and the extent to which the College may exercise the privileges of an Autonomous College.
- Section 42** **17.39** (1) Subject to the provisions of Section 42, an Autonomous College shall be entitled-
- (a) to frame the course in the subjects covered by its privileges;
 - (b) to appoint persons qualified to be appointed as internal or external examiners in such subject;

1. Substituted by Thirty-fourth Amendment, dated 9.9.88.

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- (c) to hold examinations and to make such changes in the method of examination and teaching as in the opinion or conducive to the maintenance of the standard of education.
- Section 42 17.40**
- (2) The Board of Faculties concerned, the Academic Council and the Examination Committee may consider the action taken by the Autonomous College under Clause (1) and may suggest any change, if necessary.
- (1) The result of Autonomous College shall be declared and published by the University which shall mention the name of the College which has presented the results for declaration and publication-
- (2) Every Autonomous College shall furnish such reports, returns and other information, as the Executive Council may, from time to time, require to enable it to judge the efficiency of such College.
- (3) The University shall continue to exercise general supervision over an Autonomous College and to confer degrees on the students of the College passing any examination qualifying for any degree of the University.
- Section 42 17.41**
- The Executive Council may, at any time, get an Autonomous College inspected by a Board of Inspectors, and if, after perusing the report of such inspection, it is of opinion that the College has failed to maintain the requisite standard, or to possess the requisite resources, or that in the interest of education, it is necessary to withdraw the privileges conferred by Section 42, the Executive Council may with the prior approval of the Chancellor, withdraw such privileges and thereupon the College concerned shall revert to the position of an associated College.
- Section 42 17.42**
- (a) For the proper planning and conduct of its work, every Autonomous COLLEGE shall have an Academic Council and a Faculty Board in respect of the subjects comprised in each Faculty.
- (2) The Academic Council shall be composed of all the Heads of the Department **ex-officio** and two other teachers of each subject taught for a post-graduate degree and one teacher of each subject taught for the first degree with the Principal as Chairman. The teachers shall be members of the Council by rotation in order of seniority for three council by rotation in order of seniority for three years at a time, provided that no teacher of less than four years' Standing shall be member.
- (c) The Academic Council shall review the academic work of the College at quarterly meeting and all proposal regarding courses, examination, etc. made by the College shall pass through the said Council.
- (d) The Faculty Board shall consist of all teachers of the subject comprised in the Faculty, of three years' standing as teacher of degree classes. The Faculty Board shall meet at regular intervals (once a month if possible) to consider academic questions and advise the PRINCIPAL. Proposals regarding courses, examination, etc. shall either originate in or be considered by these Faculty Boards.
- Section 42 17.43**
- Subject to the provisions of Section 42 (2) and of this Chapter, the courses of study and other conditions relating to an Autonomous, College shall be such as may be laid down in the Ordinances.
- CHAPTER-XVIII**
Working Men's College
- Section 43 18.01**
- (1) The Management of an affiliated College, desirous of obtaining the privileges of a Working Men's College shall apply to the Registrar indicating the demand for such a College in the locality and specifying the degree for which recognition is sought.
- (2) A College will not be recognised as a Working Men's College in the Faculties of Science, Law and Medicine.
- Section 43 18.02**
- No application under Statute 18.01 shall be entertained unless the College satisfies the following conditions :-
- (i) That there is a reasonable demand for such a College in the locality and the Management possesses adequate resources for meeting the extra expenditure involved towards the maintenance and running of such a College.
- (ii) That the privilege of admission to the Working Men's College shall be restricted to such person only as are unable to be enrolled as whole-time students by reason of

being engaged in business, trade, agriculture or industry, or employed in other form of service.

- (iii) That the College shall hold classes at such hours of the day as generally suits the convenience of the students and do not coincide with the usual business hours.
- (iv) That the staff of the Working Men's College shall be separate and, as far as may be they shall be employed on the whole-time basis. The College may, however, at its option, employ part-time teachers also provided that their number does not exceed one-half of the total number of teacher. The whole-time employees of the College shall be entitled to the scales of pay as are admissible to the employees of the associated Colleges. The pay of part-time teacher shall, however, be fixed by the Management in each individual case and such pay shall be fixed after taking into consideration the number of periods that such teacher shall be required to take per week as compared to the full-time teachers, but in no case this will exceed two thirds of the minimum of the time scale to which he would have been entitled had he been appointed on a whole-time basis. The appointment of teachers shall be subject to the provisions of Chapter VI of the Act.
- (v) That the College is prepared to observe the Statutes, Ordinances and Regulations framed by the University for such a College.

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| Section 43 | 18.03 | (1) Every application under Statute 21 shall be accompanied by a Bank Draft payable to the University for a sum of Rs. 2,000 which shall be non-refundable.
(2) The application along with necessary papers shall reach the Registrar before 15th of August of the session preceding the one from which the recognition is sought. |
| Section 43 | 18.04 | (1) Every such application shall be placed before the Executive Council, and if the application is entertained, the Executive Council shall appoint a Board of Inspectors to inspect the College and report on its suitability for being recognised as a Working Men's College and the conditions on which such recognition should be granted.
(2) The report of the Board of Inspectors shall be considered by the Board of Faculty concerned as well as by the Academic Council, and shall be laid before the Executive Council together with the views of these bodies. |
| Section 43 | 18.05 | Subject to the provisions of the Act and the report of the Board of Inspectors, the Board of the Faculty concerned and the Academic council recognise any associated College as a Working Men's College with the prior approval of the Chancellor. |
| Section 43 | 18.06 | Subject to the provisions of Section 43 (2) the courses of study and other conditions relating to a Working Men's College shall be such as may be laid down in the Ordinances. |
| Section 43 | 18.07 | The provisions of Clauses (2) and (3) of Statute 17.09 and Statute 17.10 shall mutatis mutandis apply to a Working Men's College also. |

³CHAPTER- XIX

QUALIFICATIONS AND CONDITIONS OF SERVICE OF NON - TEACHING STAFF OF THE AFFILIATED COLLEGES

19.01 In this Chapter, unless the context otherwise requires, the expressions defined in the succeeding statutes shall be construed accordingly.

- 1) **Group 'D'** means a post carrying pay scale lower than a pay scale of a Routine Clerk and the expressions 'class four' employees and 'class four' staff shall be construed according.
- 2) **'College'** means a College affiliated with the University in accordance with the provisions of the Act or the Statutes of the University but does not include a College maintained exclusively by the State Government or a Local Authority.
- 3) **'Employee'** means a salaried employee not being a teacher of a College and its grammatical variation and cognate expression shall be construed accordingly.
- 4) **"Armed forces of the Union"** means the Naval, Military or Air Force of the Union and includes the Armed Forces of the former Indian States.
- 5) **"Disabled ex-serviceman"** mean an ex-serviceman who while serving in the Armed Forces of the Union was disabled in the course of operation against enemy

3. Added by Thirty-first, Amendment, date 11-5-77.

or in disturbed areas.

6) - "**Ex-serviceman**" mean a person who had served in any rank (whether as a combatant or non-combatant) in the Armed Forces of the Union for a continuous period of not less than six months; and-

- (i) has been released (otherwise than by way of dismissal or discharge on account of misconduct or inefficiency) or has been transferred to the reserve pending such release, or
- (ii) has to serve for not more than six months for completing the period of service requisite for becoming entitled to be so released or transferred to the reserve.

Section 49(o) 19.02

(1) Subject to the provisions of these Statutes, the appointment to the post of Group 'C' employees shall be made by the Management of the College¹ and appointment to the post of Group 'D' employees shall be made by the Principal.

(2) The appointing authority referred to in² **Clause (1)** shall have the power to take disciplinary action and award punishment against the class of employee of which he is appointing authority.

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³ (3) Every decision of the appointing authority referred to in **Clause (2)** shall, before it is communicated to the employee, be reported to the Regional Higher Education Officer and shall not take effect unless it has been approved by him in writing:

Provided that nothing in this clause shall apply to any termination of service on the expiry of the period for which the employee was appointed:

Provided further that nothing in this clause shall apply to an order of suspension pending enquiry, but any such order may be stayed, revoked or modified by the Regional Higher Education Officer.

(4) An appeal against the order of the Regional Higher Education Officer referred to in **Clause (2)** and **Clause (3)** shall lie to the Director of Higher Education.

19.03

⁴ (1) Appointment to the posts of Pharmacist, Routine clerk or any other post either in the pay scale of or in a pay scale higher than that of Routine clerks other than the posts mentioned in **Clause (2)** or **Clause (3)** shall be made by direct recruitment on the recommendation of the Selection Committee in the manner provided in **Clause (6)** after advertisement of the vacancy in the newspaper.

(2) Appointment to the post of Assistant shall be made by promotion according to seniority subject to suitability and fitness from amongst Routine Clerk.

(3) Appointment to the post of Head Clerk cum-Accountant, Head Clerk, Office Superintendent and Bursar shall be made by promotion according to seniority, subject to suitability and fitness from amongst the existing employees having required qualification. In case of non-availability of qualified and suitable candidates from amongst the existing staff appointments on the posts of Head Clerk-cum-Accountant, Head Clerk, Office Superintendent and Bursar may be made by direct recruitment on the basis of selection after advertisement of the vacancy in newspapers.

(4) Appointment of employees shall be subject to the approval of the Director of Education (Higher Education), or an officer authorised by him in this behalf. If the approving authority does not within two months from receiving the proposal for approval intimate its disapproval² **or does not send any intimation in respect of such proposal** to the appointing authority, the approving authority shall be deemed to have approved the appointment.

(5) Appointment of permanent posts shall be made on probation for one year. The period of probation may be extended if the candidate's work is not found to be satisfactory provided that the total period of probation shall not exceed three years. The extended period of probation shall not exceed three years. The extended period of probation shall not count for increment.

1. Omitted by Eighth Amendment, dated 17-5-79
2. Substituted by Eighth Amendment, dated 17-5-79.
3. Ibid
3. Ibid
4. Ibid
2. Inserted by Eighth Amendment, dated 17.5.79.

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- 6 (a) The Selection Committee for the appointment to the remaining posts preferred to in **Clause (1)** or **Clause (3)** either by direct recruitment or by promotion shall consist of—
- (i) The Head of the Management or a member of the Management nominated by him who shall be the Chairman;
 - (ii) The Principal of the College;
 - (iii) The Regional Higher Education Officer;
 - (iv) The District Employment Officer or an Officer authorised by him in this behalf.
- (c) For the purposes of direct recruitment to the post referred to the **Clause (1)** and **(3)**, the vacancy shall be advertised in at least two newspapers having adequate circulation in Uttar Pradesh and names of suitable candidates shall also be obtained from the concerned District Employment Officer.
- (d) Name of candidates for appointment to a post in Group 'D' shall be obtained from the concerned District Employment Officer. In the event of non-availability of suitable candidate in such manner, the post may be advertised.
- (e) No employee shall be eligible for payment of salary from the Salary Payment Account unless the permission, as contemplated by sub-clause (b) of Clause (iii) of Section 60-A of the Act has been accorded.
- (f) If the Management does not agree with the recommendations of the Selection Committee, it shall refer the matter to the approving authority along with reason for its disagreement, and the decision of the said authority shall be final.

19.04.

(1) Reservation shall be made for Scheduled castes, Scheduled Tribes and Other Backward Classes of Citizens Candidates for the appointment to the posts referred to in Statutes 19.03. the percentage of such reservation shall be equal to the percentage prescribed for appointment in Government Service.

(2) Ten percentage of the vacancies in Group 'C' services and posts, and five percent of the vacancies in Group 'D' services and posts including temporary vacancies which are likely to be made permanent or to continue for a period of more than one year, to be filled by direct recruitment in any year, shall be reserved for being filled by ex-service-men:

Provided that the vacancies so reserved shall be utilised first for the appointment of disabled ex-serviceman so long as the duties of the post to be so filled are not such as the disable ex-servicemen are incapable of performing due to their disability, and if any such vacancies still remain unfilled, the same shall then be utilised for appointment of other ex-servicemen.

19.05.

A candidate for employment in a College must be:

- (a) a citizen of India, or
- (b) A Tibetan refugee who came over to India before January 1, 1962, with the intention of permanently settling in India, or
- (c) a person of Indian origin who has migrated from Pakistan, Burma, Ceylon and East African Countries of Kenya, Uganda and United Republic of Tanzania (formerly Tanzanayika and Zanzibar) with the intention of permanently settling in India:

Provided that the candidate belonging to Category (b) or Category (c) must be a person in whose favour a certificate of eligibility has been issued by the State Government;

Provided further that a candidate belonging to Category (b) will also be required to obtain a certificate or eligibility from the Deputy Inspector-General of Police, Intelligence Branch, U.P.

19.06.

For appointment in a College to the posts specified below, the minimum qualification shall be as noted against each category:

- (i) **Clerical Staff** - For the post of Routine Clerk, Assistants, Head Clerk-cum-Accountants and Head Clerk, Intermediate or an examination recognized by the State Government as equivalent thereof:

Provided that in the case of Head Clerk-cum-Accountant and Head Clerk experience on the post of Routine Clerk or Assistant in a post-graduate or degree or intermediate College for a period of at least ten years shall be necessary.

- (ii) **Laboratory Assistant** : For the post of Laboratory Assistants, Intermediate or an

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examination recognized by the State Government as equivalent thereto in subject with which the laboratory is concerned, or High School or an examination recognized by the State Government as equivalent thereto, with at least five years' experience as laboratory bearer in the laboratory of the subject concerned.

- (iii) **Office Superintendent**— For the post of Office Superintendent, degree from a recognized University established by law together with at least ten year's working experience as Head Clerk or Accountant in a College affiliated to or associated with a University or in any other similar institution.
- ²(iv) **Accountant**— For the post of **Accountant** degree in Commerce from a recognized University established by law together with at least ten year's working experience as Accountant Clerck.
- (v) **Bursar**—For the post of Bursar, a degree from a recognized University established by the law with at least ten years' working experience as Office Superintendent or Accountant in a College or post-graduate College.
- (vi) Group 'D' **Staff**—For Group 'D' posts, passed Class V from a recognized school.
- ¹(vii) **Other posts**—For any other post not covered by the preceding clauses, such minimum qualification as may be specified by the State Government by general or special orders:

Provided that no educational qualification shall be required for the post of sweeper but preference will be given to person who is educated or is at least able to read and write Hindi in Devnagri script.

(viii) No employee who does not possess the qualifications prescribed in clause (i) shall, after the commencement of these Statutes, be eligible for promotion or confirmation unless he attains the aforesaid qualification:

Provided that nothing contained in Clause (i) shall effect the promotions and confirmations made prior to commencement of these Statutes:

²provided further that-

- (i) the minimum qualification for appointment of an ex-servicemen to reserved vacancies Group 'C' services and posts shall be intermediate wherever the qualification prescribed in this statute is a degree of a University, and High School or any other qualification recognized as equivalent thereto wherever the qualification prescribed in this Statute is Intermediate, and there shall be no relaxation where the prescribed qualification is High School or a qualification equivalent thereto.
- (ii) for Group 'D' services and posts, no educational qualification shall be required for ex-servicemen otherwise considered suitable, in the reserved vacancies in such services and posts.

¹**19.07.** For appointment of an employee in a College, through direct recruitment, the minimum age of the candidate shall be 18 years and maximum age for the posts of a Routine Clerk of a post in equivalent scale of pay shall be 35 years, and for any other post referred to in **Clause (1) and (3)**, Statutes 19.03, it shall be 40 years. The maximum age shall be higher by five years in the case of candidate belonging to Scheduled Caste or a Scheduled Tribe or Other Backward Classes of Citizens.

Provided that with the prior consent of the Director of Higher Education the condition of maximum age limit may be relaxed up to 5 years in special circumstances:

Provided further that the maximum age limit shall not apply to an employee referred to in the Statute 19.16 and proviso to **Clause (1)** of statute 19.03:

Provided also that for appointment to a vacancy reserved for ex-servicemen the maximum

2. Substituted by Thirty-third Amendment, dated 2.9.88.

1. Inserted by eight Amendment, dated 17.5.79.

2. Added by Fifteenth Amendment, dated 29.12.81.

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- age shall be higher by the period of a service of the candidate in the Armed Forces **Plus** three years.
- 19.08.** It shall be the duty of the appointing authority to satisfy himself that the character of a candidate for employment by direct recruitment is such as to render him suitable in all respects for employment in a College.
Note: Persons dismissed by the State Government, the Union Government or by any other State Government or a local authority shall be deemed ineligible.
- Section 49(o) 19.09.** No candidate shall be employed in a College unless he is in good mental and physical health and free from any physical defect likely to interfere with efficient performance of his duties. Before a candidate is finally approved for appointment, he shall be required to produce a medical certificate of fitness from a Medical Officer In charge of a hospital established by the State Government.
- Section 49(o) 19.10.** The employees shall be given the scale of pay and allowances as may be prescribed by the State Government from time to time.
²Explanation—An ex-serviceman appointed in a vacancy reserved for ex-serviceman shall not be entitled to any higher pay merely on account of his past service in the Armed Forces of the Union.
- 19.11.** (1)Every employee shall maintain highest order of integrity with regard to his work and conduct.
(2)Every employee shall comply with the orders or directions of the Management/the Principal (including the orders or directions issued in the implementation of the orders of the State Government or the University).
(3)The Principal of the College will maintain the character role of every employee in which the confidential report about his work and conduct shall be recorded every year. Adverse entries shall be communicated to the employee concerned as soon as possible so that he may improve his work and conduct accordingly.
(4)An employee aggrieved by an adverse entry may represent to the Manager of the College through the Principal for expunction of the adverse entry. The power to expunge the adverse entry on the basis of justification therefore shall vest in the Managing Committee of the College concerned.
(5)A Service Book of every employee shall be maintained under the control of the Principal.
- Section 49(o) 19.12** An employee who disobeys any one or both of the provisions of clauses (1) and (2) of Statute 19.11 shall be liable to disciplinary action.
- 19.13.** (1)An employee shall be liable to be removed from service on any one or more of the following grounds, namely:-
(a) gross negligence of duties;
(b) misconduct;
(c) Insubordination or disobedience;
(d) physical or mental unsuitability in the discharge of duties;
(e) prejudicial conduct or activity against Government or the University or the College concerned;
(f) conviction by a Court of Law on charge involving moral turpitude.
(2)If temporary employee resigns from service, he shall give notice to this effect in writing to the Management of the College one month in advance otherwise he shall have to deposit one month's salary with the College in lieu of the notice. Similarly if the Management of a College decides to terminate the service of an employee, the Management shall give one month's notice to the employee or one month's salary in lieu thereof.
(3)The services of a permanent employee may be dispensed with on the ground of abolition of the post after giving him three months' notice in writing or three months, salary in lieu thereof. A post can be abolished on any one of the following grounds:-
(a) retrenchment on account of financial stringency;
(b) fall in enrolment of students; or

2. Added by Fifteenth Amendment, dated 29.12.81.

- (c) discontinuance of the teaching in the subject to which the post relates.
(4) The age of superannuation of an employee shall be sixty years. An employee who has attained the age of sixty years on or before the date of commencement of these Statutes shall be retired forthwith.
- Section 49(o) 19.14.** The leave rules applicable to the Government servant from time to time shall **mutatis mutandis** apply to the employees of like status.
- Section 49(o) 19.15.** (1) The Principal shall be the authority to sanction all kinds of leave to Group 'D' employees and casual leave to other employees.
(2) Application of an employee other than Group 'D' for leave (other than casual leave), shall be forwarded by the Principal with his recommendation to the Manager of the College who shall be the authority to sanction the same.
(3) All records relating to leave will be maintained by the Principal who shall send copies of the orders sanctioning leave (other than casual leave) to the Regional Higher Education Officer or the authority authorised by him to disburse the salaries of the employees. The Principal shall also mention the period and nature of leave in the salary bill.
- 19.16.** A whole-time employee of one College appointed to another College receiving maintenance grant from the State Government shall, after regular selection, be entitled to receive salary not less than what he was getting in the College in which he was previously working, if the employee:-
- (a) was permanent on his post in the previous College and such College was on the grant-in-aid list;
- (c) has obtained the permission of the Manager of the previous College for service in the new College and the Management of the previous College has no objection in relieving him;
- (d) furnishes a certificate from the Manager of the previous College to the effect that there were no unusual and adverse circumstances in which the employee left that College;
- (e) furnishes the last pay certificate from the previous College duly countersigned by the Regional Higher Education Officer concerned.
- Explanation—(1) On being appointed in the new College, the service rendered in the previous College shall not count toward seniority. Seniority in the new College shall be reckoned from the date of appointment in the new College and the annual increment shall fall due after completing one year's service in the new duties in that College.
- (2) The employee shall not be entitled to receive any travelling allowance for journeys performed by him to join his duties in the new College. He shall, however, be allowed journey time at following rates:
- (a) one day for each 500 Kms. for places connected by Train;
- (b) one day for each 150 Kms. for places connected by Train but connected by Bus;
- (c) one day for each 25 Kms. for places neither connected by Train nor by Bus.

CHAPTER XIX-A

EMPLOYMENT OF THE DEPENDANT OF DECEASED EMPLOYEES OF THE COLLEGE

- 19.01-A Where a confirmed employee or an employee who had been holding a temporary post continuously for not less than three years dies while in service, one dependant of the deceased employee, who applies for a vacant non-teaching post in the College and possess minimum educational qualification for such post may, with the prior approval of the Director, Higher Education, be appointed by the management in relaxation of the procedure for selection and maximum age limit.

Explanation—For the purposes of the Statute;

- (1) "Dependant" means the son, unmarried or widowed daughter, widow or the widower of the deceased.
- (2) "Employee" includes a teacher employed in the institution.

CHAPTER XX MISCELLANEOUS

⁶⁶ Ins. By Noti. No. 4495/XV-10-84-(15) (105)82, dated 27-9-1984

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Section 7 (12) and 49 (p)	20.01	The University may Institute an award scholarships, fellowships (including travelling fellowships, medals and prices in accordance with the provisions laid down in the Ordinances)
Section 49 and 64	20.02	All elections to an authority or body of the University according to the system of proportional sensation by means of single transferable vote shall be held in the manner laid down in Appendix 'A'
Section 7	20.03	Subject to the provisions of section 7, the University may allow any person to appear as a private candidate at any examination conducted by the University: provided that- (a) such person fulfils the requirement laid down on Ordinances; and (b) such examination does not relate to a subject or course of study in which practical examinations is a part of the curriculum.
	20.04	The provision of Statute 20.03 shall mutatis mutandis apply to correspondence courses.
	⁶⁷ 20.05	Notwithstanding anything contained in these Statutes or Ordinances of the University :- (i) no admission shall be made after August 15 in an academic year, (ii) all examinations conducted by the University shall be completed by April 30, and (iii) results shall be declared by June 15.
	20.06	With a view to improving his result a candidate may be allowed to appear in one subject in any part of the under graduate examination and in one paper in B.Ed. or any one year of the L.L.B. or any part of the post-graduate examination in the next regular examination of the University.
		CREATION AND FILLING UP OF TEACHING POSTS
	20.07.	(1) Teaching posts in Universities, as far as feasible, may be created in accordance with the provisions contained in sec. 21(3) of the Act. In a pyramidal order, that is for instance, for one post of Professor, there shall be two posts of Associate Professor and four posts of Assistant Professors, per Department. (2) All the sanctioned/approved posts in the University system shall be filled up on an urgent basis.
		WORK-LOAD
	20.08.	(1) The workload of the teacher in full employment should not be less than 40 hours (not periods) a week for 30/33 working weeks (180 teaching days 200 teaching days) in an academic year. It should be necessary for the teacher to be available for at least 5 hours (of 60 minutes) daily in the University/College for which necessary space and infrastructure should be provided by the University/College. Direct teaching-learning process hours in week should be as follows. Assistant Professor 16 hours of 60 minutes each Associate Professor and Professor 14 hours of 60 minutes each (2) A relaxation of two hours in the workload may, however, be given to Professor who are actively involved in extension activities and administration. A minimum of 6 hours per week may have to be allocated for research activities of a teacher.
	20.09	OTHER PROVISIONS Save as otherwise provided in these statutes other provision not covered by these statutes shall be governed by the relevant provisions of the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges) and other measures for the maintenance of Standards in Higher Education Regulations, 2010 as amended from time to time
		²CHAPTER XXI
		Surcharge
	21.01.	In these Statutes, unless there is anything repugnant in the subject or context,- (1) "Director" means the Director, Local fund Account, U.P. , (2) "Government" means the Government of Uttar Pradesh, (3) "Officer of the University" means an Officer mentioned in any of the Clauses (c) to (h) of Section 9 of the Act and the Officers declared as such under Statute 2.01-A.

⁶⁷ Ins. By Noti. No. 4173/XV-10-88-(15) (382)86, dated 29-6-1988
2. Inserted by Nineteenth Amendment, date 14.02.85

- 21.02.** (1) In any case where the Director is of the opinion that there has been a loss waste or misapplication, which includes misappropriation or unjustifiable expenditure, or any money or property of the University as a direct consequence of neglect or misconduct of an officer, he may call upon the officer to explain in writing why such officer should not be surcharged with the amount of such loss, waste or misapplication of money or the amount which represents the loss, waste or misapplication of property and such explanation will be furnished within a period not exceeding two months, from the date of such requisition is communicated to the person concerned:

Provided that explanation from any of the officers other than the Vice-Chancellor shall be called for through the Vice-Chancellor.

Notes- (1) Any information required by the Director, or by a person appointed by him for the purpose, for preliminary inquiry shall be furnished and all connected papers and records shown to him by the officer (or if such information, papers or records are in possession of a person other than the said officer by such person within a reasonable time not exceeding two weeks in any case.

- (2) Without prejudice to the generality of the provisions contained in Clause (1), the Director may call for the explanation in the following cases:-
- (a) Where expenditure has been incurred in contravention of the provisions of these Statutes or of the Act or of the ordinances or regulations made there under;
 - (b) Where loss has been caused by acceptance of a higher tender without sufficient recorded reasons;
 - (c) Where any sum due to the University has been remitted in contravention of the provisions of these Statutes or of the Act or the ordinances or regulations made there under;
 - (d) Where loss has been caused to the University by neglect in realising its dues;
 - (e) Where loss has been caused to the funds or property of the University on account of want of reasonable care for the custody or such money or property.
- (3) On the written requisition of the officer from whom an explanation has been called, the University shall give him necessary facilities for inspection of the connected records. The Director may, on an application from the officers concerned, allow a reasonable extension of time for submission of his explanation if he is satisfied that the officer charged has been unable for reasons beyond his control to inspect the connected records for the purpose of furnishing his explanation.

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

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

Provided that in the case of loss, waste or misapplication accruing as a result of neglect or misconduct of two or more officers, each such officer shall be jointly and severally liable: Provided also that no officer shall be liable for any loss, waste or misapplication after the expiry of ten years from the occurrence of such loss, waste or misapplication or after the expiry of six years from the date of his ceasing to be such officer whichever is later.

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

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

Provided that where an appeal has been preferred under Statute 21.04 against the order of

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surcharge passed by the Director of all proceedings for recovery of the amount from the person who has preferred the appeal may be stayed by the Commissioner until the appeal has been finally decided.

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

21.06.

Where a suit is Instituted in a court to question an order or surcharge and the Director or the State Government is a defendant in such a suit, all costs incurred in defending the suit shall be paid by the University and it shall be the duty of the University to make such payment without any delay.

APPENDIX "A"

(See STATUTES 4.12 AND 20.02)

ELECTION BY PROPORTIONAL REPRESENTATION BY MEANS OF SINGLE TRANSFERABLE VOTE

Part I

General

- 1. Unless there is anything repugnant to the subject or context with reference to any election by proportional representation by single transferable vote.
(i) "Candidate" means a person duly qualified to seek election who has been duly nominated.
(ii) "Continuing candidate" means a candidate not elected and not excluded from the poll at any given time.
(iii) "Elector" means a person who is duly qualified to give his vote in the election.
(iv) "Exhausted Paper" means a ballot paper on which no further preference is recorded for a continuing candidate provided that a paper shall also be deemed to be exhausted if-
(a) the names of two or more candidates, whether continuing or not are marked with the same figure and are next in order of preference, or
(b) the name of the candidate next in order of preference, whether continuing or not is marked
(1) by a figure not following consecutively after some other figure on the ballot paper, or
(2) by two or more figures.
(i) "First preference vote" means the vote for a candidate against whose name the figure 1 appears on a ballot paper, "Second preference vote" means the vote for a candidate against whose name the figure 2 appears, "Third preference vote" means the vote for a candidate against whose name the figure 3 appears and so on.
(ii) "Original vote" in regard to any candidate means a vote derived from a ballot paper on which a first preference is recorded for such candidate.
(iii) "Quota" means the lowest value of votes sufficient to secure the return of a candidate.
(iv) "Surplus" means the number by which the value of votes of any candidate, original and transferred, exceeds the quota.
(v) "Transferred vote" in regard to any candidate means a vote which is derived from a ballot paper on which a second or subsequent preference is recorded for such candidate and the value or part of the value of which is credited to such candidate.
(vi) "Unexhausted paper" means a ballot paper on which a further preference is recorded for a continuing candidate.
2. The Registrar shall be the Returning Officer responsible for the conduct of all elections.
3. The Vice-Chancellor shall—
(i) appoint the dates for the various stages of each election in conformity with the provisions of the Statutes and shall have power to alter these dates in case of any emergency except where such alteration contravenes the provisions of the Statutes;
(ii) decide in case of doubt the validity or otherwise of a vote recorded
4. The election of members of the Court representing Registered Graduates (and such other elections as the Vice-Chancellor may for reasons of convenience or economy direct) shall be conducted by postal ballot. Other elections shall be conducted at meetings of the Authorities or bodies concerned.
5. A voting paper shall be in the following form:—

NAME OF UNIVERSITY

Election byConstituency
Name of candidates and order of preference (to be indicated in the space) by the numerals 1, 2, 3, etc.....

.....
.....

- 6. An elector in recording his vote—
(i) must place on his voting paper the figure 1 opposite the name of the candidate for whom he votes, and
(ii) may, in addition, indicate the order of his choice or preference for as many other candidates as he pleases, by placing against their respective name the figures 2, 3, 4, and so on, consecutive numerals.

7. A voting paper shall be invalid on which—
 - (i) the figure 1 is not marked, or
 - (ii) the figure 1 is placed opposite the name of more than one candidate, or
 - (iii) figure 1 and some figure are marked opposite the name of the same candidate, or
 - (iv) the figure 1 is so marked as to render it doubtful to which candidate it is intended to apply, or
 - (v) in an election by ballot any mark is made by which the voter may afterwards be identified, or
 - (vi) there is any erasure, or alteration in the figure indicating the voter's preferences, or
 - (vii) it is not on the form provided for the purpose.

Part II

Elections conducted by Postal Ballot

8. At least three months before the vacancies to be filled by election by postal ballot are due to occur; the Registrar shall cause a notice to be issued under a registered cover to each qualified voter at his registered address calling on him to submit nomination within fifteen days of the posting of the notice. The notice shall be accompanied by a list of voters.
9. The Registrar shall have power to correct any error and supply and omission brought to his notice in the list of voters. If the name of a person is removed from the list, his vote shall not be counted even if he has received the voting paper and recorded his vote, and a certificate that this has been so done, shall be recorded by the Registrar and the persons, if any, associated with him in preparing the result of the election.
10. Every elector shall have the option of nominating any number of candidates not exceeding the number of places to be filled.
11. Every nomination paper shall be signed by a proposer who shall himself be an elector and shall be accompanied by the assent of the candidate nominated for election either in writing or by signing the nomination paper. It may bear the signature of other electors as supporters of the nomination. But no candidate shall sign as proposer or seconder, a nomination paper on which his own name appears as a candidate.
12. The nomination paper shall be delivered to the Registrar in a closed cover either in person by the proposer or an elector who supports the nomination or through registered post, within the time mentioned in the notice.
13. It shall be open to a candidate to withdraw from an election by sending to the Registrar, so as to reach him before the day the hour fixed as the last day for the receipt of nomination, an intimation of withdrawal in writing signed by himself and attested by a Stipendiary Magistrate, a Gazetted Officer, or the Principal of a College associated to a University. The attestation should be under the seal of the officer concerned.
14. The Registrar shall notify the place, date and time for the opening of the covers containing the nomination papers. Such candidates or electors as may desire to be present may do so on the occasion.
15. The Registrar shall prepare list of valid nominations. If the nomination paper is rejected by the Registrar, he shall inform the candidates within two days stating the reasons for such rejection. It shall be open to the candidate to send within three days of the receipt of such communication a request that the matter be referred to the Vice-Chancellor. The matter shall then be referred to the Vice-Chancellor whose decision shall be final.
16. If the number of candidates duly nominated does not exceed the number of places to be filled, the Registrar shall declare them elected. In case any place remains unfilled, a fresh election shall be held in like manner to fill it and such election shall be deemed to be a part of general election.
17. If the number of candidates duly nominated exceeds the number of places to be filled, an election shall be conducted.
18. The Registrar shall within 15 days of the completion of scrutiny send by registered post to each elector at his registered address a voting paper together with a cover bearing the name of the constituency only and a larger cover on the left side of which are written or printed the number of elector on the electoral roll, the name of the constituency, and on the right side the address of the Registrar of the University. The Registrar shall also enclose a certificate of identity.
19.
 - (i) The elector shall sign the certificate of identity and have it duly attested by any of the following persons:
 - (a) The Registrar of any University established by law in India for the time being.
 - (b) the Principal of a College associated with any such University or Head of a Department of teaching of such University.

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- (c) Any Gazetted Officer of the Government.
 - (ii) The attesting Officer shall attest with his signature and under his seal.
 - (iii) The elector shall enclose the voting paper filled in but without his name or signature in smaller cover, and then enclose it in the larger along with the certificate of identity duly signed and attested and send the same duly sealed with either by registered post or deliver it personally to Registrar.
20. The voting paper must reach the Registrar the time and date fixed. If received after the appointed time and date, it shall be rejected by him.
21. If two or more voting papers are sent in time cover they shall not be counted.
22. A voter who has not received his voting and other connected papers, or who has lost or whose papers before their return to the Registrar have been inadvertently spoiled, may send a declaration to that effect signed by himself and request the Registrar to send him duplicate papers in place of those not received, lost or spoiled. The Registrar in place of those not received, lost or spoiled may, if he is satisfied, issue another copy marked "Duplicate".
23. The Registrar shall keep the voting papers sealed and unopened in safe custody until the date fixed for their scrutiny.
24. Due notice of such date, time and place of Scrutiny shall be given by the Registrar to all the candidates who shall have the right to be present during the scrutiny.
Provided that no candidate shall be entitled to ask for the inspection of any voting paper.
25. The Registrar, where necessary, shall be helped by such other persons as may be appointed by the Vice-Chancellor for assisting him in the scrutiny work.
26. At the appointed date, time and place, the Registrar shall open the covers containing the voting paper and scrutinize them and separate those that are not valid.
27. The valid papers shall then be sorted into parcels, each parcels containing all the papers on which the first preference is recorded for a particular candidate.
28. For the purpose of facilitating the process prescribed by this Statute each ballot paper shall be deemed to be of the value of one hundred.
29. The Registrar shall in carrying out the provisions of the Statute-
- (i) disregard all fractions;
 - (ii) ignore all preferences recorded for candidate already elected or excluded from the poll.
30. The Registrar shall then add together the values of the papers in all the parcels, divide the total by a number exceeding by one the number of vacancies to be filled, and add one to the quotient. The number thus obtained shall be the "quota".
31. If at any time candidates equal in number to the number of persons to be elected having obtained the quota, such candidates shall be treated as elected and no further proceeding shall be taken.
32. (i) Every candidate the value of whose parcel, on the first preference being counted is equal to or greater than the quota, shall be declared elected.
- (ii) If the value of the papers in any such parcel is equal to the quota, the papers shall be set aside as finally dealt with
- (iii) If the value of the papers in any such parcel is greater than the quota, the surplus shall be transferred to the continuing candidates indicated on the ballot paper as next in the order of the voter's preference, the manner prescribed in the Statute hereinafter appearing.
33. (i) If and whenever as a result of any operation prescribed by the Statute above, a candidate has any surplus, that surplus shall be transferred in accordance with the provisions of the Statute.
- (ii) If more than one candidate has a surplus, the largest surplus shall be dealt with first and others in a decreasing order of magnitude provided that every surplus arising on the first count of votes shall be dealt with before those arising on the second count, and so on.
- (iii) Where two or more surplus are equal, the Registrar shall decide according to the terms prescribed in sub-clause (ii) above which shall be first dealt with.
- (iv) (a) If the surplus of any candidate to be transferred arises from original votes only, the Registrar shall examine papers in the parcel belonging to the candidate whose surplus is to be transferred and divide the unexhausted papers into sub parcels according to the next preference recorded thereon. He shall also make a separate sub-parcel of exhausted papers.
- (b) He shall ascertain the value of the papers in each sub-parcel and of the unexhausted papers.

- (c) If the value of unexhausted papers is equal to or less than the surplus, he shall transfer all the unexhausted papers at the value at which they were received by the candidate whose surplus is being transferred.
 - (d) If value of the unexhausted papers is greater than the surplus, he shall transfer the sub-parcels of unexhausted papers and the value at which each paper shall be transferred shall be ascertained by dividing the surplus by the total number of unexhausted papers.
 - (v) If the surplus of any candidate to be transferred arises from transferred as well as original votes, the Registrar shall re-examine all the papers in the sub-parcel last transferred to the candidate and divide the unexhausted papers into sub-parcels according to the next preference accorded thereon. He shall thereupon deal with the sub-parcels in the same manner as is provided in the case of sub-parcels referred to in the last preceding clause.
 - (vi) The papers transferred to each candidate shall be added in the form of a sub-parcel to the papers already belonging to such candidate.
 - (vii) All papers in the parcel or sub-parcels of an elected candidate not transferred under this clause shall be set aside as finally dealt with.
34. (i) If after all surpluses have been transferred as hereinbefore directed less than the number of candidates required has been elected, the Registrar shall exclude from the poll the candidate lowest on the poll and shall distribute his unexhausted papers among the continuing candidates according to the next preferences recorded thereon. Any exhausted papers shall be set aside as finally dealt with.
- (ii) The papers containing original votes of an excluded candidate shall first be transferred, transfer value of each paper being one hundred.
 - (iii) The papers containing transferred votes of an excluded candidate shall then be transferred in the orders of the transfers in which and at the value at which he obtained them.
 - (iv) Each of such transfers shall be deemed to be a separate transfer.
 - (v) The process directed, by this clause shall be repeated on the successive exclusions one after another of candidates lowest on the poll until the last vacancy is filled either by the election of a candidate with the quota or as hereinafter provided.
35. If as the result of a transfer of papers the value of the votes obtained by a candidate is equal to or greater than the transfer proceedings shall be completed but no further papers shall be transferred to him.
36. (i) If after the completion of any transfer under the said clause, the value of the votes of any candidate is equal to or greater than the quota, he shall be declared elected.
- (ii) If the value of the votes of any such candidate is equal to the quota, the whole of the papers on which such votes are recorded shall be set aside as finally dealt with.
 - (iii) If the value of the votes of any such candidate is greater than the quota, his surplus shall thereupon be distributed in the manner hereinbefore provided before exclusion of any other candidate.
37. (i) When the number of continuing candidate is reduced to the number of vacancies remaining unfilled, the continuing candidates shall be declared elected.
- (ii) When only one vacancy remains unfilled and the value of the votes of any continuing candidate exceeds the total value of all the votes of other continuing candidates, together with any surplus not transferred, that candidate shall be declared elected.
 - (iii) When only one vacancy remains unfilled and there are only two continuing candidates and those two candidates have each the same value of votes and no surplus remains capable of transfer, one candidate shall be declared excluded under the next succeeding clause and the other declared elected.
38. If and when there is more than one surplus to distribute, two or more surpluses are equal or if at any time it becomes necessary to exclude a candidate and two or more candidates have the same value of votes and are lowest on the poll regard shall be had to the original votes of each candidate and the candidate for whom lowest original votes are recorded shall have his surplus first distributed or shall be first excluded, as the case may be. If the values of their original votes are equal, the Registrar shall decide by lot which candidate shall have his surplus distributed or excluded.
39. **Recounting**-The Registrar may, either on his own initiative or at the instance of any candidate, re-count votes, whether once or more than once when the Registrar is not satisfied as to the accuracy of a previous counting :

Provided that nothing herein contained shall make it obligatory on the Registrar to re-count the same more than once.

40. After the scrutiny is completed, the Registrar shall forthwith report the result to the Vice-Chancellor.
41. The Registrar shall place the nomination papers and the ballot papers in a sealed packet which shall be preserved for a period of one year.

Part III

Elections held at Meetings

42. In case of an election conducted at a meeting of a University Authority, it shall not be necessary to publish the electoral roll for the purpose of eliciting claims and objections or to invite nominations in advance. The members of the Authority concerned present at the meeting duly convened shall take part in the election. Names may be proposed for election and candidature withdrawn, in advance or at the meeting. The voting paper supplied to voters shall show the names of which notice was received in time for printing and shall contain blank spaces, with addition of names including those proposed at the meeting. A notice of the meeting at which the election is to be held mentioning the time, date and place of such meeting together with lists of the members shall be sent by the Registrar to each member. The period of notice shall be fixed by the Vice-Chancellor.

APPENDIX 'B'
(See Statutes 15.03 and 15.27)
Code of conduct for teachers

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

NOW, THEREFORE, in keeping with the dignity of his calling this, CODE OF CONDUCT is hereby laid down to be truly and faithfully observed :

1. Every teacher shall perform his academic duties with absolute integrity and devotion.
2. No teacher shall show any partiality or bias in the assessment of the students nor shall he practice victimisation against them.
3. No teacher shall incite one student against another or against his colleagues or the **Alma Mater**.
4. No teacher shall discriminate against any pupil on grounds of caste, creed, sect, religion, sex, nationality or language. He shall also discourage such tendencies amongst his colleagues, subordinates and students, and shall not try to use the above considerations for the improvement of his own prospects.
5. No teacher shall refuse to carry out the decisions of the appropriate bodies and functionaries of the University or the College, as the case may be.
6. No teacher shall divulge any confidential information relating to the affairs of the University or College, as the case may be, to any person not authorised in respect thereof

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APPENDIX 'C'

(See Statutes 15.27 and 15.30)

FORM OF AGREEMENT WITH A TEACHERS (OTHER THAN A PRINCIPAL) IN AFFILIATED COLLEGES

AGREEMENT made this.....day of20.....BETWEEN.....of the first part and the Management of the.....College.....through the Principal/Secretary of the second part.

WHEREAS the College has engaged the party of the first part to serve the College as..... subject to the conditions and upon the terms hereinafter contained, now this Agreement witnesseth that the party of the first part and the College hereby contract and agree as follows :

1. That the engagement shall be from the.....day of 20.....and shall be determinable as hereinafter provided.
2. That the party of the first part is employed, in the first instance on probation for a period of one year and shall be paid a monthly salary of Rs.....The period of probation may be extended by such further period as the party of the second part may deem fit but the total period of probation shall in no case exceed two years.
3. That on confirmation after the period of probation the College shall pay the party of the first part for the services at the rate of Rs.....(Rupees.....only) per month rising by annual increment of Rs.....to Rs.....per month. The scale of salary shall be subject to such revision as may be made by the University with the approval of the State Government from time to time.
4. That the said monthly salary is due on the first day of the month following that for which it is earned and the Management shall pay it to the teacher not later than the fifteenth of each month.
5. That the party of the first part shall not make a representation to the University of to any member of the Management except through the Principal who shall forward it to higher authorities.
6. That the party of the first part shall, in addition to the ordinary duties, perform such duties as may be entrusted to him by the Principal in connection with internal administration or activities of the College.
7. In all other respects the mutual rights and obligations of the parties hereto shall be governed by the Statues of the University as amended from time to time and by the provisions of the Uttar Pradesh State Universities Act, 1973.

Signed this.....day of.....20.....on behalf of the Management by.....
by the teacher in the presence of :

Witnesses :

- 1.....
- 2.....

APPENDIX 'D' FORM OF AGREEMENT WITH A PRINCIPAL OF AN AFFILIATED COLLEGE

AGREEMENT made this.....day of.....20.....BETWEEN.....of the first part (hereinafter called the Principal) and the.....(hereinafter called the Management) of.....College through the President of the second part.

WHEREAS the Management has engaged the party of the first part to serve the College as Principal subject to the conditions hereinafter contained, now this AGREEMENT witness that the party of the first part and the Management hereby contract and agree as follows :

- 1 THAT THE AGREEMENT shall begin from the.....20.....and shall be determinable as hereinafter provided.
2. That the Principal is employed in the first instance on probation for a period of one year and shall be paid monthly salary of Rs.....The period of probation may be extended by another year at the discretion of the Management.
3. That on confirmation after the period of probation, the Management shall pay the Principal at the rate of Rs.....(Rupeesonly) per month in the scale of Rs.....That scale of salary shall be subject to such revision as may be made by the University with the approval of the State Government from time to time.
4. That the said monthly salary is due on the first day of the month following that for which it is earned and the Management shall pay it to the Principal not later than the fifteenth of each month.
5. The Principal shall perform all such duties as appear into the Principal of an associated College and shall be responsible for due discharge of such duties. The Principal shall be solely responsible for the internal management and discipline of the said College including such matters as the selection of Text-books in consultation with the senior-most teacher of the Department concerned, the Management of the College time table, the allocation of duties to all the members of College staff, the appointment of Wardens, Proctors, Games Superintendents, etc., the grant of leave to the staff, the appointment, promotion, control and removal of the inferior staff such as peons daftaris, gardener, technicians, etc., the granting of freeship and half freeship to students within the number sanctioned by the Management, his control of the College or hostel or hostels through the Warden, the admission, discipline and punishment of students and the organisation of games and other activities, etc. He shall administer all students funds, such as Games Fund, Magazine Fund, Union Fund, Reading Room Fund, Examination Funds, etc., with the help of Committees appointed by him from time to time from the University and subject to audit the scrutiny of accounts by qualified accountant appointed by the Management not from amongst its members. The accountant's fee will be the legitimate charge on the students funds of the College.
He shall have all powers necessary for the purpose, including power in an emergency to suspend members of the staff, including teachers or staff pending report to any decision by the Management. In the spheres of his sole responsibility he shall follow the direction received from the University or Government in connection with the administration of the College. In financial and other matters, for which he is not solely responsible, the Principal shall follow the direction of Management as issued to him in writing through the Secretary. All instructions by the Management or the Secretary to the members of the staff shall be issued through the Principal and no member of the staff shall have a direct approach to any member of the Management except through the Principal.
The Principal shall have all necessary powers of control and discipline in regard to the clerical and administrative staff including the power to withhold increments. All appointments in the Principal's office shall be made with his concurrence.
6. That the Principal shall be an ex-officio member of the Management and any other Committee appointed by the Management and have the power to vote :
Provided that he shall not be a member of the Committee appointed to inquire into his own conduct,
7. The date of birth of the party of the first part is.....in the proof of which he has produced the High School Certificate or that of any other examination recognised as equivalent to High School Examination and has annexed certified copy thereof.
8. In all other respects, the mutual rights and obligations of the parties hereto shall be governed by the Statutes of the University as amended from time to time and by the provisions of the Uttar Pradesh

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State Universities Act, 1973.

Signed this.....day of.....20.....on behalf of the Management
by.....

By the Principal in the presence of :

Witness (1).....

Address

.....

.....

Witness (2).....

Address

.....

.....

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APPENDIX 'E'

FORM OF ANNUAL ACADEMIC PROGRESS REPORT FOR THE ACADEMIC SESSION.....

1. Name of the Teacher.....
2. Department to which attached.....
3. Whether Assistant Profesor, Associate Professor, Professor, Principal, etc.....
4. Academic qualifications or distinctions achieved, if any, during the session.....
5. Details of publications or research work done by the teacher and/or papers read in any national or international conference.....
6. Number of Research Students under his guidance during the session and whether any of them has been conferred a research degree.....
7. Number of Lectures (excluding tutorial classes) delivered in the University or Institute or College during the session.
8. Remarks.

I HEREBY DECLARE that the contents of this Academic Progress Report are true to my personal knowledge.

.....
Signature of the Teacher

Dated20.....

Counter-signed.

.....
Designation.

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APPENDIX-‘F’ (See statute 15.01-A)

FORM OF AGREEMENT WITH MEMBERS OF TEACHING STAFF OF THE UNIVERSITY

AGREEMENT-made thisday of.....20 between Sri/Srimati/Kumari.....of the first part and the University of Bundelkhand (hereinafter called “the University”) of the other part:-

IT IS HEREBY AGREED as follows:-

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

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

2. that the teacher shall retire in accordance with the provisions of the Statutes of the University
3. the scale of pay attached to the post of teacher to which the teacher is appointed shall be.....the teacher shall from the date he/she takes charge of his/her said duties be granted pay at the rate of Rs..... per month in the aforesaid scale and shall receive pay in the succeeding stages in the scale unless the annual increment is withheld in pursuance of the provisions of the Statutes:

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

4. that the teacher shall obey, and to the best of his/her ability, carry out the lawful direction of any officer, authority or body of the University, to whose authority he/she may, while this agreement is in force, subject and the provisions of the Uttar Pradesh State University Act, 1973 or under Act, Statute, Ordinances or Regulations made there under.
5. that the teacher hereby undertakes to abide by and conform to the Code of conduct laid down for the teachers by the Universities as amended from time to time.
6. that on the termination of this agreement, from whatever cause the teacher shall deliver up to the University all books, apparatus, record and other articles belonging to the University, that may be in his possession.
7. that all matters the mutual rights and obligations of the parties here to shall be governed by the Statutes and Ordinances of the University, for the time being in force such shall be as such a part of this agreement as if they were reproduced herein, and by the provision of Uttar Pradesh State Universities Act, 1973.

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

.....
Signature of the Teacher

.....
Signature of the Finance
Officer representing the University

Witnesses :

1.
2.

APPENDIX-G (See statute 12.01)

AFFILIATED DEGREE COLLEGES TO THE BUNDELKHAND UNIVERSITY, JHANSI

1. Atarra P.G.College, Atarra.	Banda
2. Pt. Jawaher Lal Nehru Mahavidyalaya,	Banda
3. Mahamati Pran Nath Degree College, Mau,	Chitrakoot
4. Brahma Nand Mahavidyalaya, Rath	Hamirpur
5. Dayanand Vedic College, Orai	Jalaun
6. Gandhi Manavidyalaya, Orai	Jalaun
7. Kalpi College, Kalpi	Jalaun
8. Mathura Prasad Mahavidyalaya, Konch	Jalaun
9. Arya Kanya Mahavidyalaya, Jhansi	Jhansi
10. Bipin Bihari Mahavidyalaya, Jhasnsi	Jhansi
11. Bundelkhand Degree College, Jhansi	Jhansi
12. Sri Agrasen Mahavidyalaya, MauraniPur	Jhansi
13. Nehru Mahavidyalaya,	Lalitpur
14. Govt. Girl P.G. College, Banda	Banda
15. Goswami Tulsi Das Govt. Degree College, Karwi	Chitrakoot
16. Govt. Degree College, Manikpur	Chitrakoot
17. Govt. Degree College, Maudaha	Hamirpur
18. Govt. Girls Degree College, Hamirpur	Hamirpur
19. Govt. P.G. College, Hamirpur	Hamirpur
20. Phundi Singh Launa Govt. Degree College	Jalaun
21. Govt. Degree College, Samthear	Jhansi
22. Veerangna Maharani Laxmibai Govt. Firls Degree College	Jhansi
23. Govt, Degree College, Talbehat	Lalitpur
24. Pt Deen Dayal Upadhyay Govt, Degree College, Mahrauni	Lalipur
25. Raghuvveer Singh Govt. Degree College	Lalitpur
26. Govt. Degre College, Chakhari	Mahoba
27. Veer Bhoomi Govt. Degree College	Mahoba
28. Balaji Maharaj Mahavidyalaya, Kaptiha Kalan	Banda
29. Dr. B.R.Ambedkar Degree College, Ladaka Purwa	Banda
30. Dr. B.R.Ambedkar Law Degree Coolege, Girwan	Banda
31. Ekalavya Mahavidyalaya, Duredi Road	Banda
32. Gulab Rani Mahavidyalaya, Badausa	Banda
33. Late Gaya Prasad Mahavidyalaya, Badausa	Banda
34. Late Kamruddeen Mamorial Degree College, Akbarpur	Banda
35. Late Kamta Prasad Shastri Mahavidyalaya, Badausa	Banda
36. Maharshi Gautam Buddh Mahila Mahavidyalaya,, Badausa	Banda
37. Pt. Kedarnath Rajaram Mahavidyalaya, Kamasin	Banda
38. Rajadevi Degree College	Banda
39. Raheev Gandhi D.A.V. College	Banda
40. Shiv Darshan Mahavidyalaya, Tindwari	Banda
41. Sita Ram Samarpan Mahavidyalaya,	Banda
42. Sukdev Singh Lav Kush Degree College, Baberu	Banda
43. Sw. Prahlad Singh Smarak Mahavidyalaya, Gauri kala	Banda
44. Zila parishad agriculture College	Banda
45. Bhagwandeem Singh Patel Mahavidyalaya, Regauli	Chitrakoot

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46. Chatrapati Sahu Ji Mahila Mahavidyalaya,Karvi	Chitrakoot
47. Chatrapati Sahi Ji Maharaj Mahavidyalaya,Naraina khera	Chitrakoot
48. Dr. Ram Manohar Lohiya Degree College Sultan Nagar	Chitrakoot
49. Gaya Prasad Mahavidyalaya,Sitapur	Chitrakoot
50. Kedarnath Ramswaroop Mahavidyalaya,Khatwara	Chitrakoot
51. Navin Mahavidyalaya,saraiya	Chitrakoot
52. Pt. Rajaram Upadyayya Mahavidyalaya,Rolly	Chitrakoot
53. Shri kedarnath Jagannath Mahavidyalaya,Khatwara	Chitrakoot
54. Shri Shankar Bhagwan Institute of Technology,Mau	Chitrakoot
55. Avhinav Pragya Mahavidyalaya,Sarila	Hamirpur
56. Avhinav Pragya Mahavidyalaya,Lodhipur,Niwada	Hamirpur
57. Abhinav Pragya Mahavidyalaya,Kumhariya,Rath	Hamirpur
58. Babu Dhayani Das Mahavidyalaya,Kalolijar	Hamirpur
59. Hiranand Mahavidyalaya,Vivar	Hamirpur
60. Ramrati Naubada Memorial Mahila Mahavidyalaya,Kurara	Hamirpur
61. Shri Swami Nagaji Balika Degree College,Bharua Sumerpur	Hamirpur
62. Sri Ram Krishan Mahavidyalaya,Kurara	Hamirpur
63. Sw. Sundar Lal Shivhare Degree College,Makrav	Hamirpur
64. Trivedi Girls Degree College,Nazarpur, Sumerpur	Hamirpur
65. Yug Chetna Mahavidyalaya,Bharua Sumerpur	Hamirpur
66. Banshi Dhar Mahavidyalaya,Orai	Jalaun
67. Brajkishore Vishnu Kumar Mahavidyalaya,Abhaidepur	Jalaun
68. Bundelkhand Vidhi Mahavidyalaya,Orai	Jalaun
69. Ch. Khachore Lal Mahila Mahavidyalaya,Orai	Jalaun
70. Ghanaram Niranjan Mahavidyalaya,Orai	Jalaun
71. Guru Ropan Sikshan Sanstahn,Orai	Jalaun
72. Jamuna Devi Naresh Chandra Mahavidyalaya,Orai	Jalaun
73. Kailashi Devi Shravan Kumari Mahavidyalaya,Orai	Jalaun
74. Kalyan Singh Institute of Education,Ait	Jalaun
75. Kashi Prasad Mahavidyalaya,Kudhoda	Jalaun
76. Keshav Dev Tiwari Mahavidyalaya,Gohan	Jalaun
77. Kishori Lal Baccha Lal Yadav Mahavidyalaya,Somai	Jalaun
78. Krishnavallabh Sharvan Kumar Mahavidyalaya,Laharua	Jalaun
79. Late Wali Mohd.Islamia Degree College, Orai	Jalaun
80. Late Bahadur Singh Mahavidyalaya,Madhaugurh	Jalaun
81. Laxmi Charan Hubb Lal Mahavidyalaya,Karsan	Jalaun
82. Laxmi Devi Mahavidyalaya,Madaripur	Jalaun
83. M.S.D Memorial Mahavidyalaya,Titra Kalilpur	Jalaun
84. Madhu Tandan Mahila Mahavidyalaya,Kalpi	Jalaun
85. Pt.Gangadhar Panday Shravan Kumar Mahavidyalaya,Kuthound	Jalaun
86. Pt. Ghanaram Hariram Mahavidyalaya,Minaura	Jalaun
87. Pt. Parashuram Dwivedi Mahavidyalaya,Jagammanpur	Jalaun
88. R.S. Mahavidyalaya,Bagi, Kandaure,Orai	Jalaun
89. Radha Krishana Mahila Mahavidyalaya,Harsingpur	Jalaun
90. Rajjan Devi Hemant Kumari Mahavidyalaya,Gohan	Jalaun
91. S.R. Mahavidyalaya,Orai	Jalaun
92. Sanatan Dharm Balika Degree College,Orai	Jalaun
93. Seth Verendra Kumar Mahavidyalaya,Gudha Nyamatpur	Jalaun

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94. Shaheed Bhagat Singh Science Mahavidyalaya,Orai	Jalaun
95. Shaheed Singhran Mahavidyalaya,Pirouna	Jalaun
96. Sahtabdi Centre For Education Excellence Mahavidyalaya,	Jalaun
97. Smt.Amrit Kunwar Degree College,Atarakalan	Jalaun
98. Smt.Jagrani Ochhelal Boddh Mahila Mahavidyalaya,Churkhi	Jalaun
99. Smt.Omvati Mahavidyalaya,Kotra	Jalaun
100. Suraj Gyan Mahavidyalaya,Konch	Jalaun
101. Sw.Gaphoor Khan Mahavidyalaya,Babina, Kadaura	Jalaun
102. Swami Krishana Nand Mahavidyalaya,Pachokhara,Ait	Jalaun
103. Chandra Shekhar Azad Institute Science and Technology	Jhansi
104. D.D.Singh Bisen Mahavidyalaya,Lahargird	Jhansi
105. Dr.Ram Manohar Lohiya Mahila Mahavidyalaya,Gursarai	Jhansi
106. Dr. R.P. Richhariya Degree College,Baruasagar	Jhansi
107. Hari Sigh Arya Mahavidyalaya,Gadiyagaon	Jhansi
108. Jagdish Singh Yadav Nand Kishor Modi Mahavidyalaya,Gursarai,	Jhansi
109. M. Kanshiram Degree College, Siya Khirka, Bamour	Jhansi
110. Moti Bai Raharam Mahavidyalaya,Garutha	Jhansi
111. Pt. Vasudev Tiwari Girls Degree College	Jhansi
112. Pt. Vasudev Tiwari College of Education	Jhansi
113. Ram Swaroop Yadav Degree College, Poonchh	Jhansi
114. Ramanath Mahavidyalaya,Rouni Mauranipur	Jhansi
115. Rashtrakavi Maithalishran Gupt Mahavidyalaya,Chirgaon	Jhansi
116. S.R.College of Profrrsional Studies, Ambabai	Jhansi
117. Sharda Devi Degree CollegeBijoli	Jhansi
118. Shri Ramdham Mahavidyalaya,Rouni,Mauraniupur	Jhansi
119. Smt. Ganeshi Bai Soni Vigyan Mahavidyalaya,Mauranipur	Jhansi
120. Sri Guru Harkishan Degree College,	Jhansi
121. Swami Vivekanand Mahavidyalaya,Garia Gaon	Jhansi
122. Tikaram Yadav Smriti Mahavidyalaya,Moth	Jhansi
123. Villege Balika Mahavidyalaya,Rajgarh	Jhansi
124. Chhatrapati Shiwaji M.S.D. Mahavidyalaya,Pali	Lalitpur
125. Deepchandra Coudhary Mahavidyalaya,	Lalitpur
126. Pahalvan Gurudeen Mahila Mahavidyalaya,Panari	Lalitpur
127. Babu Rameshwar Singh Mahavidyalaya,Kharela	Mahoba
128. Jai Bundelkhand Mahavidyalaya,Kulphad	Mahoba
129. Maa Chandrarika Mahila Mahavidyalaya,	Mahoba
130. Ram Shree Mahavidyalaya,	Mahoba
131. Roshan Singh Badan Singh Gayatri Mahavidyalaya,Kabarai	Mahoba
132. Sai College of Education	Mahoba
133. Sai vidhi Mahavidyalaya,	Mahoba
134. Sri Kishor Goswami Mahavidyalaya,	Mahoba
135. Shri Vashishth Narayan karvaria Mahavidyalaya,Majhgawa	Chitrakoot
136. Om Harihar Mahavidyalaya,Kundaaura	Hamirpur
137. Late Pt. Babu Chandra Shekhar Ram Bharose Tiwari Mahavidyalaya,	Chhiriya, Salempur
	Jalaun
138. Rajbai Shiv Balak Singh Mahavidyalaya,Dadwa	Jalaun
139. Doodhnath Sarvodaya Mahavidyalaya,Sakrar	Jhansi
140. Sriram Mahavidyalaya,Bangra	Jhansi

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- | | |
|---|--------------------------|
| 141. Thakur Dev Singh Smarak Mahavidyalaya, Gyadi | Mahoba |
| 142. Late Ramdutt Dwivedi Mahavidyalaya, Rampura | Jalaun |
| 143. Late Smt. Raskendri Devi Mahavidyalaya, Umari | Jalaun |
| 144. Shraavan Kumar Dwivedi Mahesh Kumar Pandey Mahavidyalaya, | Husepura Surai
Jalaun |
| 145. Jai Bundelkhand Mahavidyalaya, Institute for Science Education Management and Technology, Babina | Jhansi |
| 146. Seth Ramdas Memorial Mahavidyalaya, Beda Road, Erach | Jhansi |
| 147. H.N. Memorial Mahila Mahavidyalaya, Shivaji Nagar | Jhansi |
| 148. Gandhi Degree College, Ambabai | Jhansi |
| 149. Seth Badri Prasad Smrati Mahavidyalaya, Konch | Jhansi |
| 150. Laxmi Devi Rajendra Prasad Yadav Degree College Usargaon | Jalaun |
| 151. Gautam Buddha College of Education Nagra | Jalaun |
| 152. Sri Ramsewak Saxena Memorial Mahavidyalaya, Kuthound | Jalaun |
| 153. Krapal Singh Dadi Mahavidyalaya, | Jalaun |
| 154. Gangaram Banshidhar Mahavidyalaya, Kuthlund | Jalaun |
| 155. Bhagwati Prasad Mahavidyalaya, Tolikalan Baberu | Banda |
| 156. Mukut Bihari Mahavidyalaya, Uргаon | Jalaun |
| 157. Gendalal Yadav Mahavidyalaya, Dakor | Jalaun |
| 158. Karmyug Mahavidyalaya, Itaura (GURU) | Jalaun |
| 159. Rameshwar Prasad Vidhi Mahavidyalaya, Pachnehi | Banda |
| 160. Babu Dhan Singh Risaldar Mahavidyalaya, Anand Nagar, Anda | Jalaun |

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APPENDICES H

APPENDIX H (TABLES I TO IX)	Performance Based Assessment Scheme (PBAS) & Annual Performance Indicators (APIs) for Direct Recruitment & Promotion under Career Advancement Scheme (CAS) Tables I to IV – For University and College Teachers Tables V to VIII – For Asst. Director/Dy. Director/ Director Physical Education Cadre etc. Tables IX to XII – For Asst, Librarian, Dy. Librarian, Librarian etc.
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APPENDIX – H TABLE – II (A)

MINIMUM APIS AS PROVIDED IN APPENDIX – III TABLE I TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN UNIVERSITY DEPARTMENTS, AND WEIGHTAGES FOR EXPERT ASSESSMENT

		Assistant Professor/ equivalent cadres: (Stage 1 to Stage 2)	Assistant Professor/ equivalent cadres: (Stage 2 to Stage 3)	Assistant Professor (Stage 3) to Associate Professor/ equivalent cadres (Stage 4)	Associate Professor (Stage 4) to Professor/ equivalent cadres (Stage 5)	Professor (Stage 5) to Professor (Stage 6)
I	Teaching-learning, Evaluation Related Activities (category I)	75/Year	75/year	75/year	75/year	75/year
II	Co-curricular, Extension and Profession related activities (Category II)	15/Year	15/Year	15/Year	15/Year	15/Year
III	Minimum total average annual Score under Categories I and II*	100/Year	100/Year	100/Year	100/Year	100/Year
IV	Research and Academic Contribution (Category III)–	10/Year (40/assessment period)	20/Year (100/assessment Period)	30/Year (90/assessment period)	40/Year (120/assessment period)	50/Year (500/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee	Expert Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Contribution to Research 50% - Assessment of domain knowledge and teaching practices. 20% - Interview Performance	50% - Contribution to Research. 30% - Assessment of domain knowledge and teaching practices. 20% - Interview Performance	50% - research. 50% - Performance evaluation and other credential by referral procedure

* Teachers may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: For Universities for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4, 5 and 6 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000, 10000 and 12000 respectively

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APPENDIX – H TABLE – II (B)

MINIMUM POINTS NORMS OF THE APIS AS PROVIDED IN TABLE I AND WEIGHTAGES FOR EXPERT ASSESSMENT TO BE APPLIED FOR THE PROMOTION OF TEACHERS, IN COLLEGES (UG AND PG) UNVERCAREER ADVANCEMENT SCHEME (CAS)

		Assistant Professor/ equivalent cadres Stage 1 to Stage 2:	Assistant Professor/ equivalent cadres: Stage 2 to Stage 3	Assistant Professor (Stage 3) to Associate Professor/ equivalent cadre (Stage 4)	Associate Professor to Professor Promotion in Colleges (Stage 5) as per assigned posts
I	Teaching-learning, Evaluation Related Activities (Category – I)	75/Year	75/year	75/year	75/year
II	Co-curricular, Extension and Profession related activities (Category – II)	15/Year	15/Year	15/Year	15/Year
III	Minimum total average annual Score under Categories I and II*	100/Year	100/Year	100/Year	100/Year
IV	Research and Academic Contribution (Category III)	5/Year (20/assessment period)	10/Year (50/assessment Period)	15/Year (45/assessment period)	20/Year (60/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	20% - Contribution to Research 60% - Assessment of domain knowledge and teaching practices. 20 % - Interview Performance	30% - Contribution to Research. 50% - Assessment of domain knowledge and teaching practices. 20 % - Interview performance

* Teachers may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: For Universities for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4 and 5 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000 and 10000 respectively.

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Explanatory note for Tables II (a) and II (b)

- 1) All Universities / Colleges will set up verifiable systems for the API related information required in these tables within THREE months of notification of these regulations. They will have to be documented and collated annually by the Internal Quality Assessment cells (IQACs) of the Universities / Colleges for follow up by the Universities / College authorities. In order to facilitate this process, all teachers shall submit the duly filled-in Performance Based Appraisal System (PBAS) proforma to the IQAC annually.
- 2) However, in order to remedy the difficulties of collecting retrospective information and to facilitate the implementation of these regulations from 31-12-2008 in the CAS Promotion, the API based PBAS will be progressively and prospectively rolled out.
- 3) Accordingly, the PBAS based on the API scores of categories I and II as mentioned in these tables is to be implemented for one year, initially based on the existing systems in Universities / Colleges for one year only with the minimum average scores as depicted in Table II (a) and II (b) in rows I to III. This annualized API scores can then be compounded progressively as and when the teacher becomes eligible for CAS promotion to the next cadre. Thus, if a teacher is considered for CAS promotion in 2010, one year API scores for 2009-10 alone will be required for assessment. In case of a teacher being considered for CAS promotion in 2011, two years average of API scores for these categories will be required for assessment and so on leading progressively for the complete assessment period.
- 4) As shown in Table II, the aggregate minimum API score required (given in row III) can be earned from any of the two broad categories, subject to the minimum prescribed in each category. This will provide for due weightage to teachers who contribute additionally through any of the components given in Categories I and II also for the differing nature of contributions possible in different institutional settings.
- 5) For Category III (research and academic contributions), maintenance of past record is done on a normal basis by teachers and hence no difficulty is envisaged in applying the API scores for this category for the entire assessment period. In this category, an aggregate minimum score is required for promotion over each stage. Alternatively, a teacher should acquire the required minimum aggregate score over two previous stages, taken together. In the case of promotion to Professor, the publication requirement shall be met over the two previous stages.
- 6) Candidates should offer themselves for assessment for promotion, if they fulfill the minimum API scores indicated in Tables I and II, by submitting an application and the required proforma. They can do so three months before the due date if they consider themselves eligible. Candidates, who do not consider themselves eligible, can also apply at a later date.
- 7) If however, on final assessment, candidates do not either fulfill the minimum criteria under Rows III and IV of Tables II (A) and II (B) or obtain less than 50% in the expert assessment, they will be reassessed only after a minimum period of one year.
 - (a) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion will be deemed to be the minimum period of eligibility.
 - (b) If however, the candidate finds that she / he fulfills the eligibility conditions at a late date and applies on that date and is successful, her / his promotion will be deemed to be from that date of application.
 - (c) If the candidate does not succeed in the first assessment, but succeeds in an eventual assessment, her / his promotion will be deemed to be from the later date.

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APPENDIX - H TABLE - II(c)

Minimum Scores for APIs for direct recruitment of teachers in University Departments/Colleges, Librarian/Physical Education cadres in Universities/Colleges and weightages in Selection Committees to be considered along with other specified eligibility qualifications stipulated in the Regulation

	Assistant Professor/ equivalent cadres (Stage 1)	Associate Professor/ equivalent cadres (Stage 4)	Professor/equivalent cadres (Stage 5)
Minimum API Scores	Minimum Qualification as stipulated in these regulations	Consolidated API score requirement of 300 points from category III of APIs	Consolidated API score requirement of 400 points from category III of APIs
Selection Committee criteria / weightages (Total Weightages = 100)	a) Academic Record and Research Performance (50%) b) Assessment of Domain Knowledge and Teaching Skills (30%) c) Interview performance (20%)	a) Academic Background (20%) b) Research performance based on API score and quality of publications (40%). c) Assessment of Domain Knowledge and Teaching Skills (20%) d) Interview performance: (20%)	e) Academic Background (20%) f) Research performance based on API score and quality of publications (40%). g) Assessment of Domain Knowledge and Teaching Skills (20%) Interview performance: (20%)

Note: For Universities/Colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 4 and 5 correspond to scales with AGP of Rs. 6000, 9000 and 10000 respectively

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APPENDIX-H - TABLE: III

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN UNIVERSITIES AND COLLEGES

S. No.	Promotion of Teachers through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1.	Assistant Professor/ equivalent cadres from Stage 1 to Stage 2	Assistant Professor in Stage 1 and completed four years of service with Ph.D. <u>or</u> five years of service who are with M.Phil/PG Degree in Professional Courses such as LLM, M.Tech, M.V.Sc., M.D., <u>or</u> six years of service who are without Ph.D/M.Phil/PG Degree in Professional Courses	(i) Minimum API scores using PBAS scoring proforma developed by the concerned University as per the norms provided in Table II(A)/II(B) of Appendix III. (ii) One Orientation and one Refresher/Research Methodology Course of 2/3 weeks duration. (iii) Screening cum Verification process for recommending promotion.
2.	Assistant Professor/ equivalent cadres from Stage 2 to Stage 3	Assistant Professor with completed service of five years in Stage 2.	(i) Minimum API scores using the PBAS scoring proforma developed by the concerned University as per the norms provided in Table II(A)/II(B) of Appendix III (ii) One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes, and Faculty Development Programmes of 2/3 week duration. (iii) Screening cum Verification process for recommending promotion
3.	Assistant Professor (Stage 3) to Associate Professor (Stage 4)	Assistant Professors with three years of completed service in Stage 3.	(i) Minimum API scores using the PBAS scoring proforma developed by the concerned University as per the norms provided in Table IIA/II(B) of Appendix III. (ii) At least three publications in the entire period as Assistant Professor (twelve years). However, in the case of College teachers, an exemption of one publication will be given to M. Phil. holders and an exemption of two publications will be given to Ph. D. holders.. (iii) One course / programme from among the categories of methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of minimum one week duration. (iv) A selection committee process as stipulated in this regulation and in Tables II(A) and II(B) of Appendix III.
4.	Associate Professor (Stage 4) Professor/ equivalent cadres (Stage 5)	Associate Professor with three years of completed service in Stage 4.	(i) Minimum yearly /cumulative API scores using the PBAS scoring proforma developed by the concerned University as per the norms provided in Table II(A)/II(B) of Appendix III. Teachers may combine two assessment periods (in Stages 2 and 3) to achieve minimum API scores, if required. (ii) A minimum of five publications since the period that the teacher is placed in Stage 3. (iii) A selection committee process as stipulated in this regulation and in Tables II(A) and II(B) of Appendix III.

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APPENDIX - H: TABLE - IV

ACADEMIC PERFORMANCE INDICATORS (APIs) AND PROPOSED SCORES DEVELOPED BY THE UGC FOR ADOPTION OF PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS OF UNIVERSITY / DIRECTOR/ DEPUTY DIRECTOR/ ASSISTANT DIRECTOR OF PHYSICAL EDUCATION/ COLLEGE DIRECTOR OF PHYSICAL EDUCATION

CATEGORY TRAINING, COACHING, SPORTSPERSON DEVELOPMENT AND SPORTS MANAGEMENT ACTIVITIES	I: NATURE OF ACTIVITY	TEACHING, SPORTS
S. No. CATEGORY - I	Nature of Activity	Maximum Score
1	Management of Physical Education and Sports Programme for students (Planning, executing and evaluating the policies in Physical Education and Sports) (20 Points) Lecture cum practice based athlete / sports classes, seminars undertaken as percentage of allotted hours (20 Points)	40
2	Extending services, sports facilities and training on holidays to the institutions and organisations	10
3	Organizing and conducting sports and games competitions at the International /National/ State/ Inter University/Inter Zonal Levels (25 Points) Organizing and conducting coaching camps / sports person development / training programmes (15 Points)	40
4	Up gradation of scientific and technological knowledge in Physical Education and Sports (5 Points) Identifying sports talents and Mentoring sports excellence among students (10 Points)	20
5	Development and maintenance of play fields, purchase and maintenance of the other sports facilities	15
Total Score		125
Minimum API Score Required		75

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APPENDIX - III TABLE - V (a)

MINIMUM NORMS OF APIS AS PROVIDED IN APPENDIX - III TABLE: IV TO BE APPLIED FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF UNIVERSITY DIRECTOR / DEPUTY DIRECTOR / ASSISTANT DIRECTOR OF PHYSICAL EDUCATION, AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES.

		Assistant Director of Physical Education (Stage 1 to Stage 2 (Senior Scale))	Assistant Director of Physical Education (Senior Scale) (Stage 2) to Deputy Director of Physical Education / Assistant Director of Physical Education (Selection Grade) (Stage 3)	Deputy Director of Physical Education / Assistant Director of Physical Education (Selection Grade), Stage 3 to Stage 4	Deputy Director of Physical Education / Assistant Director of Physical Education (Selection Grade), (Stage 4) to Director of Physical Education (Stage 5) (University only)
I	Teaching, training coaching, sports person development and sports management activities (Category - I)	75/Year	75/Year	75/Year	75/Year
II	Extension and Profession related activities (Category II)	15/Year	15/Year	15/Year	15/Year
III	Minimum total average API annual score under Categories I and II*	100/Year	100/Year	100/Year	100/Year
IV	Research and Academic Contributions (Category III) - Minimum Annual score required - to be assessed cumulatively	10/Year (40/assessment period)	20/Year (100/assessment Period)	30/Year (90/assessment period)	40/Year (120/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Research evaluation 50% - Assessment of domain knowledge and skills in sports 20% - Interview performance	50% - Research evaluation. 30% - Assessment of domain knowledge contribution and organisation track record with vision plan. 20% - Interview

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					performance
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*** Candidates may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II**

Note: For Universities for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4 and 5 correspond to scales as provided, and AGP of Rs. 6000, 7000, 8000, 9000 and 10000 respectively

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APPENDIX - H TABLE - V (b)

MINIMUM APIS AS PROVIDED IN APPENDIX - III TABLE: IV TO BE APPLIED FOR THE CAREER ADVANCEMENT SCHEME (CAS) PROMOTION OF COLLEGE DIRECTOR OF PHYSICAL EDUCATION (SENIOR SCALE) / COLLEGE DIRECTOR OF PHYSICAL EDUCATION (SELECTION GRADE), AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES.

S.No.	Categories of Criteria	Minimum Average, yearly or cumulative, API score required during the assessment period of each level as evaluated under the Performance Based Appraisal System (PBAS) with weightages for Expert Assessment		
		College Director of Physical Education to College Director of Physical Education (Senior Scale) (Stage 1 to Stage 2)	College Director of Physical Education Senior Scale to Selection Grade (Stage 2 to Stage 3)	College Director of Physical Education (Selection Grade) (Stage 3 to Stage 4).
I	Teaching-learning Evaluation Related Activities (Category-I)	75/Year	75/Year	75/Year
II	Co-curricular, Extension and Profession related activities (Category - II)	15/Year	15/Year	15/Year
III	Minimum total average annual Score under Categories I and II*	100/Year	100/Year	100/Year
IV	Research and Academic Contribution (Category III) – Minimum Annual Score Required-to assessed cumulatively	5/Year (20/assessment period)	10/Year (50/assessment period)	15/Year (45/assessment period)
	Expert Assessment System	Screening Committee	Screening Committee	Selection Committee
V	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Research evaluation 50% - Assessment of domain knowledge and skills in sports 20 % - Interview performance

* Teachers may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II

Note: For Colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3 and 4 correspond to scales as provided, and AGP of Rs. 6000, 7000, 8000 and 9000 respectively

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APPENDIX - H TABLE - V (c) MINIMUM APIS AND OTHER NORMS FOR THE DIRECTOR RECRUITMENT OF PHYSICAL EDUCATION PERSONNEL IN UNIVERSITY DEPARTMENT/COLLEGES

(TO BE CONSIDERED ALONG WITH OTHER SPECIFIED ELIGIBILITY QUALIFICATIONS STIPULATED IN THIS UGC REGULATION)

S. No. of category	Minimum Norm / Criteria	Assistant Director of Physical Education/College Director of Physical Education (Entry Stage – Stage 1)	Deputy Director of Physical Education in University (Stage 4)	Director of Physical Education in University (Stage 5)
I	API score (Research and Academic Contribution – Category III)	----	Consolidated API score requirement of 300 points	Consolidated API score requirement of 400 points
II	Selection Committee criteria/weightages (Total weightage = 100)	d) Track Record of championship Won (30%) e) Sports and athletic skills (40%) f) Interview performance (30%)	h) Research papers (3 nos) evaluation : (40%) i) Organisational skills/ Plans of sports (30%) j) Interview performance: (30%)	a) Research papers (5 nos) evaluation: (50%) b) Organisational track vision Plan: (25%) c) Interview performance (25%)

Note: For Universities/Colleges in which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 4 and 5 correspond to scales as provided, and AGP of Rs. 6000, 9000 and 10000 respectively

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APPENDIX-H. TABLE: VI

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF PHYSICAL EDUCATION CADRES IN UNIVERSITIES AND COLLEGES

S. No.	Promotion of Physical Education Cadres through CAS	Service (as prescribed by the MHRD Notification) requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1	Assistant DPE/ College DPE to Assistant DPE (Senior Scale) / College DPE (Senior Scale) (Stage 1 to Stage 2)	Assistant DPE / College DPE completed four years of service in Stage 1 with Ph.D. or five years of service who are with M.Phil. or six years of service who are without Ph.D/M.Phil	(iv) Minimum API scores using PBAS scoring proforma developed by the concerned University as per the norms provided in Table V(a) of Appendix III for University DPEs cadres in Universities and in Table V(b) of Appendix III for cadres in Colleges. (v) One Orientation and one Refresher Course of 3/4 weeks duration. (vi) No separate interview points for the Screening cum Evaluation process of recommending promotion.
2.	Assistant DPE (senior scale) / College DPE (senior scale) to Deputy DPE / Assistant DPE (selection grade) / College DPE(selection grade) (Stage 2 to Stage 3)	Assistant DPE (senior scale) / College DPE (senior scale) with completed service of five years in Stage 2	(iv) Minimum API scores using the PBAS scoring proforma developed by the concerned University as per the norms provided in Table V(a) of Appendix III for University DPEs cadres in Universities and in Table V(b) of Appendix III for DPEs cadres in Colleges. (v) Additionally, two refresher courses of 3-4 weeks duration to have been undergone during the assessment period.
3.	Deputy DPE / Assistant DPE (Selection Grade) / College DPE (Selection Grade) to Deputy DPE/ Assistant DPE (Selection Grade) / College DPE (Selection Grade) (Stage 3 to Stage 4).	Deputy DPE / Assistant DPE (Selection Grade) / College DPE (Selection Grade) with three years of completed service in Stage 3.	(vi) No separate interview points for the Screening cum Evaluation process of recommending promotion. (i) Minimum API scores using the PBAS scoring proforma developed by the concerned University as per the norms provided in Table V(a) of Appendix III for University DPEs cadres in Universities and in Table V(b) of Appendix III for cadres in Colleges. (ii) Minimum three publications over twelve years. For promotion in Colleges an exemption of one publication for M. Phil. holders and exemption of two publications for Ph. D. holders. (iii) Evidence of having produced teams / athletes.
4.	University DPE (Stage 5) (For Universities only)	Deputy DPE in Universities with three years of completed service in Stage 4.	(iv) A selection committee process as stipulated in this regulation and in Table V(a) of Appendix III for the University DPE cadres in Universities and in Table V(b) of Appendix III for cadres in Colleges. These may be achieved over two assessment periods, if required. (v) A minimum of five publications over two assessment periods (six years). (vi) Evidence of having produced teams / athletes in this regulation and in Table V(a) of Appendix III for DPEs in the University.

Note: The explanatory note provided for Tables IIA and IIB for CAS for teachers is also applicable for the Physical Director cadres as per the API score specified for this cadre.

Note: For Universities/Colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3, 4 and 5 correspond to scales with AGP of Rs. 6000, 7000, 8000, 9000 and 10000 respectively

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APPENDIX - H: TABLE -VII

ACADEMIC PERFORMANCE INDICATORS (APIs) AND PROPOSED SCORES DEVELOPED BY UGC FOR ADOPTION OF PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) FOR DIRECT APPOINTMENT/CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS APPLICABLE TO LIBRARIAN, (UNIVERSITY) DEPUTY LIBRARIAN AND ASST. LIBRARIAN /COLLEGE LIBRARIAN.

Category - I : Procurement, organisation, and delivery of knowledge and information through Library services

S.No	Nature of Activity	Maximum Score
1.	Library resources organisation and maintenance of books, journals, reports; Provision of library Reader- services, literature retrieval services to researchers and analysis of reports; Provision of assistance to the Departments of University/College with the required inputs for preparing reports, manuals and related documents; Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc.	40
2.	ICT and other new technologies' application for upgradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security (technology based methods such as RFID, CCTV), development of library management tools (software), Intranet management.	30
3.	Development, organisation and management of e-resources including their accessibility over Intranet/Internet, digitization of library resources, e-delivery of information, etc.	25
4.	User awareness and instruction programmes (Orientation lectures, users' training in the use of library services as e-resources, OPAC; knowledge resources user promotion programmes like organizing book exhibitions, other interactive latest learning resources, etc.	20
5.	Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms	10
Total Score		
Minimum API score required		125
		75

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APPENDIX - H TABLE - VIII (b)

Minimum Weightage Points (WP) norms of the APIs as provided in Appendix III Table VII to be applied for the Promotion of Library staff of Colleges and Weightages for Expert Assessment UNDER CAREER ADVANCEMENT SCHEME (CAS)

	College Librarian (Stage 1) College Librarian (senior scale) (Stage 2)	College Librarian (senior scale) (Stage 2) to College Librarian (Selection Grade) (Stage 3)	College Librarian (selection Grade) (Stage 3 to Stage 4)
I	Procurement, organisation and delivery of knowledge and information thro' library services (category I) 75/Year	75/Year	75/year
I I	Extension and Profession related activities (Category II) 15/Year	15/Year	15/Year
II I	Minimum total average annual Score under Categories I and II* 100/Year	100/Year	100/Year
I V	Research and Academic Contribution (Category III) - Minimum Annual Score Required - to be assessed cumulatively (40/assessment period)	10/Year (100/assessment period)	15/Year (90/assessment period)
Expert Assessment System			
V	Percentage of Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required 50)	Screening Committee No separate points. Screening committee to verify API scores	Screening Committee No separate points. Screening committee to verify API scores
			Selection Committee 30% - Library related research papers evaluation 50% - Assessment of domain knowledge on Library automation and Organisational skills 20% - Interview performance

* Candidates may score 10 points from either Category I or Category II to achieve the minimum score required under Category I + II.

Note: For Colleges for which Sixth PRC Awards (vide Appendix 2) are applicable, Stages 1, 2, 3 and 4 correspond to scales as provided with AGP of Rs. 6000, 7000, 8000 and 9000 respectively

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API SCORE CARD FOR TEACHING POSITIONS AND OTHER POSITIONS WITH ACADEMIC GRADE PAY PERFORMANCE BASED APPRAISAL SYSTEM (PBAS) SELF ASSESMENT PROFORMA FOR DIRECT RECRUITMENT OF TEACHERS BASED ON THE ACADEMIC PERFORMANCE INDICATORS (API)

SECTION - A : GENERAL

POST APPLIED FOR :

1.	Name of the Applicant	
2.	Name of the Department Centre of University / College / Institute	
3.	Present Pay-band with Annual Grade Pay	
4.	Post/Annual Grade Pay applied for	
5.	Period/Years of Performance Appraisal	

SECTION - B :

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Sl. No.	Nature of Activity	API : Self-Appraisal Score						Verified API Score*
		Year I	Year II	Year III	Year IV	Year V	TOTAL SCORE	
I.1	Lectures, seminars, tutorials, practical, contact hours undertaken as percentage of lectures allotted (Maximum of 50 points)							
I.2	Lectures or other teaching duties in excess of the UGC norms (Maximum of 10 points)							
I.3	Preparation and Imparting of knowledge / instruction as per curriculum; syllabus enrichment by providing additional resources to students (Maximum of 20 points)							
I.4	Use of participatory and innovative teaching-learning methodologies; updating of subject content, course improvement etc (Maximum of 20 points)							
I.5	Examination duties (Invigilation; question paper setting, evaluation of answer scripts) as per allotment (Maximum of 25 points)							
Total Score out of 125								

*Column on verified API score is to be filled by the IQAC/Screening Committee

CATEGORY II: CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITIES

Sl. No.	Nature of Activity	API : Self-Appraisal Score						Verified API Score*
		Year I	Year II	Year III	Year IV	Year V	TOTAL SCORE	
II.1	Student related co-curricular, extension and field based activities (such as extension work through NSS/NCC and other channels, cultural activities, subject related events, advisement and counseling) (Maximum of 15 points)							

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II.2	Contribution to Corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities (Maximum of 10 points)							
II.3	Professional Development activities (such as participation in seminars, conferences, short term, training courses, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below) (Maximum of 5 points)							
II.4	Institutional Governance responsibilities like Dean, Director, HoD, Warden, IQAC Director/Co-coordinator, Proctor, Coordinator SSA or any other additional responsibility (Maximum of 7 points)							
II.5	Membership in profession related committees at state and national level (Maximum of 7 points)							
II.6	Membership of professional association's committees, editorial committees of journals/institutional publications (Maximum of 6 points)							
Total Score out of 50								

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

- Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) indexed journals – by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 25 points.
- The API for joint publications will have to be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total points and the remaining 40% would be shared equally by all other authors.

Sl. No.	Particulars (enclose details of each item in support of your claim as annexure)	API : Self-Appraisal Score						Verified API Score*															
		Year I	Year II	Year III	Year IV	Year V	TOTAL SCORE																
III.A	Research Papers Publication																						
	i. Refereed Journals (15 per publication)																						
	ii. Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers: (10 per publication.)																						
	iii. Conference proceedings as full papers, etc. (Abstracts not to be included) (7 per publication).																						
III.B	Other Research Publications (books, chapters in books, other than refereed journal articles).																						
	i. Text or Reference Books Published by International Publishers with an established peer review system																						
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Sole Author (50 per publication).</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Sole Editor (30 per publication).</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Sole Author (50 per publication).								Sole Editor (30 per publication).													
Sole Author (50 per publication).																							
Sole Editor (30 per publication).																							

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	Chapter in edited Book (10 per publication).								
ii. Text or Reference Books by National level publishers/State and Central Govt. Publications with ISBN/ISSN numbers									
	Sole Author (30 per publication).								
	Sole Editor (20 per publication).								
	Chapter in edited Book (10 per publication).								
iii. Text or Reference Books by other local publishers with ISBN/ISSN numbers.									
	Sole Author (15 per publication).								
	Sole Editor (10 per publication).								
	Chapter in edited Book (7 per publication).								

iv. Text or Reference Books by other local publishers without ISBN/ISSN number									
	Sole Author (10 per publication).								
	Sole Editor (7 per publication).								
	Chapter in edited Book (4 per publication).								
v. Chapters contributed to edited knowledge based volumes published by International Publishers (10 per publication).									
vi. Chapters in knowledge based volumes by Indian/National level publishers with ISBN/ISSN numbers (5 per publication).									
vii. Editing of the Proceedings of Seminars/ Symposia/Conferences/Workshops									
	International Level (Sole Editor- 30 per publication).								
	National Level (Sole Editor- 21 per publication).								
	Regional Level: (Sole Editor- 15 per publication).								
	State Level: (Sole Editor- 10 per publication).								

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III.C	RESEARCH PROJECTS								
i. Completed/Ongoing Sponsored Projects. (In case of Co-PI points are to be shared in 70:30 ratio).									
	Major Project with Grant >Rs. 30 Lakhs for Sciences and Rs. 5 Lakhs for Others (20 per Project).								
	Major Project with Grant > Rs.5 Lakhs for Sciences and Rs. 3 Lakhs for Others (15 per Project).								
	Minor Project with Grants > Rs. 50,000 for Sciences and Rs. 25,000 for Others (10 per Project).								
ii. Completed/Ongoing Consultancy Projects									
	Grant > Rs. 10 Lakhs for Sciences and Rs. 2 Lakhs for Others (10 per Project). In case of Jt. venture points are to be shared in 70: 30 ratio.								
iii. Projects Outcome/Output: Patent/Technology transfer/ Product/Process (for Sciences) Major Policy document of Govt. Bodies at Central/State level (for Others). In case of Joint output points are to be shared in 70: 30 ratio.									
	International Level (50 per outcome/output).								
	National Level (30 per outcome/output).								
III.D	RESEARCH GUIDANCE (In case of joint supervision points are to be shared in 70: 30 ratio)								
	M. Phil. (Degree awarded only) (3 per candidate).								
	Ph. D. (Degree awarded only) (10 per candidate).								
	Ph. D. Thesis submitted (7 per candidate).								
III.E	POST DOCTORAL DEGREE: D. Sc/D/Litt. from an university based on post-doctoral thesis (30 points)								
III.F	PARTICIPATION IN TRAINING COURSES/CONFERENCE/SEMINAR/WORKSHOP								

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i. Refresher courses, Methodology workshops, Training, Teaching-Learning- Evaluation Technology Programmes, Soft Skills Development Programmes, Faculty Development Programmes								
	Duration two weeks or more (20 per course/conference/seminar/workshop).							
	Duration one week (10 per course/conference/seminar/workshop).							
ii. Participation and Presentation of research papers (oral/poster) in Conferences/ Seminars/ workshops etc. [If a paper presented is published in the form of Proceedings, the points would accrue for the publication (III (a)) and not under presentation (III (e) (ii)).								
	a) International conference (10 per participation/presentation).							
	b) National (7.5 per participation/presentation).							
	c) Regional/State level (5 per participation/presentation).							
	d) Local - University/college level (3 per participation/presentation)							
iii. Invited lectures or presentations for conferences/Seminar/Training Course/Refresher Course/Orientation Course								
	a) International Level (10 per lecture)							
	b) National Level (5 per lecture)							
	c) Regional Level (3 per lecture)							
	d) Local- University/College Level (2 per lecture)							
III.G	TRAINING COURSES / CONFERENCE /SEMINAR/WORKSHOP ORGANISED							
I. Refresher courses, Methodology workshops, Training Course, Summer/Winter School/Teaching-Learning- Evaluation Technology Programmes, Soft Skills development Programmes, Faculty Development Programmes								

FIRST STATUTES OF THE UNIVERSITY OF BUNDELKHAND, 1977

	Duration two weeks or more (30 per course). In case of Co-coordinator points are to be shared in 70: 30 ratio.								
	Duration one week (20 per course). In case of Co-coordinator points are to be shared in 70: 30 ratio.								
	II. Seminar/symposia/conference/workshop organized. In case of Co-convener/Jt. Organizing Secretary points are to be shared in 70: 30 ratio.								
	International (30 per event).								
	National (20 per event).								
	Regional (10 per event).								
	State level (5 per event).								
	PAC/PAMC meetings of								
	UGC/CSIR/DST/MoES/DBT/MoEF/ICSSR/ICHR/DoE etc (10 per meetings)								
III.H	AWARD/HONOURS/RECOGNITIONS								
	International level honour/recognition/award (30 per award)								
	National level honour/recognition/award (25 per award)								
	State level honour/recognition/award (15 per award)								
III.I	PEER REVIEWING OF PAPERS/PROJECT PROPOSAL/EVALUATION OF PROJECT COMPLETION REPORT								
	For Refereed Journals (7 per paper)								
	For Non-refereed but recognized and reputable journals and periodicals, having ISBN/ISSN numbers (4 per paper)								

FIRST STATUTES OF THE UNIVERSITY OF BUNDELKHAND, 1977

	Conference proceedings as full papers, etc. (3 per paper)							
	Evaluation of Project Completion Report (10 per report for major project and 5 for minor project)							
	Evaluation of Project Proposals (5 per report for major project and 3 for minor project)							
	TOTAL API SCORE							

Certified that the scores mentioned under all categories above are true and are supported by documentary evidences.

Signature of the Applicant with designation

Place :

Date :

Countersigned by HOD/Principal/Dean/Director

Place :

Date :

Note:

1. Candidates are required to provide complete list of publications (in refereed journals, recognized and reputable journals and periodicals mentioning names of all authors, ISSN/ISBN numbers of journals and year of publications), list of seminar/symposia/conference/workshop/refresher course/faculty/skill development programmes etc organized and attended, list of completed/on-going research and consultancy projects with amount and funding agency, list of Patent/Technology transfer/ Product/Process/Major Policy document of Govt. Bodies at Central/State level, list of M. Phil and PhD supervised, list of honours/awards/recognitions . Information given in the form need not be repeated.
2. Candidates are required enclose documentary evidence in favour of items mentioned at Note 1 above.

FIRST STATUTES OF THE UNIVERSITY OF BUNDELKHAND, 1977

संख्या—1889 ६ सत्तर—1.2000.15;14६९2

प्रेषक,

सुधीर कुमार,
सचिव,
उत्तर प्रदेश शासन।

सेवा में,

कुलपति,
समस्त राज्य विश्वविद्यालय,
उत्तर प्रदेश।

उच्च शिक्षा अनुभाग—1 लखनऊ :

दिनांक : 21 सितम्बर, 2000

विषय: "उत्तम शैक्षिक अभिलेख" की परिभाषा के सम्बन्ध में जारी किये गये शासनादेश संख्या 1594;1६सत्तर—1.2000.15;14६९2 दिनांक 03 मई, 2000 के क्रम में परिनिियम बनाया जाना।

महोदय,

कृपया "उत्तम शैक्षिक अभिलेख" की परिभाषा के संबंध में जारी उक्त शासनादेश का संदर्भ लेने का कष्ट करें। विश्वविद्यालयों से यह अपेक्षा की गयी थी कि "उत्तम शैक्षिक अभिलेख" की परिभाषा का प्राविधान विश्वविद्यालयों की परिनिियमावली में सुसंगत स्थान पर कर ली जाय। पत्र संख्या 1444६ सत्तर—1..2000.15;14६९2 दिनांक 27 जुलाई, 2000 के द्वारा भी विश्वविद्यालयों को 15 दिन के अन्दर परिनिियम बनाने के संबंध में पुनः लिखा गया था।

2. शासन के संज्ञान में आया है कि अधिकांश विश्वविद्यालयों द्वारा अभी तक "उत्तम शैक्षिक अभिलेख" के संबंध में परिनिियम नहीं बनाये गये हैं। अतः यह आवश्यक हो गया है कि शासन स्तर से इसका परिनिियम बनाया जाय।
3. अतः मुझे यह कहने का निर्देश हुआ है कि उत्तर प्रदेश राज्य विश्वविद्यालय अधिनियम 1973 की धारा 50;6६ का उपयोग करते हुए राज्य सरकार निम्न परिनिियम बनाती है:— "महाविद्यालय के प्राचार्य एवं विश्वविद्यालय या महाविद्यालय के प्रवक्ता पद हेतु वह अभ्यर्थी "उत्तम शैक्षिक अभिलेख" का धारक माना जायेगा, जिसने इण्टरमीडिएट या समतुल्य एवं उससे उच्चतर सभी परीक्षाओं में, जिनमें वह उत्तीर्ण हुआ है, न्यूनतम द्वितीय श्रेणी (या सात सूत्री अक्षर-वर्ग माप में "सी" वर्ग) अर्जित करने के अतिरिक्त—
 - (क) यदि पद हेतु स्नातकोत्तर उपाधि से पूर्व केवल एक वृत्तिक या अन्य स्नातक उपाधि अपेक्षित तथा धारित है। स्नातक उपाधि में न्यूनतम 55 प्रतिशत प्राप्तांक (या उक्त माप में "बी" वर्ग) अथवा स्नातक उपाधि एवं इण्टरमीडिएट (या समतुल्य) परीक्षा, दोनों में पृथक-पृथक 50 प्रतिशत प्राप्तांक (या उक्त माप में "सी-प्लस" वर्ग) अर्जित किए हैं।
 - (ख) यदि पद हेतु स्नातकोत्तर उपाधि से पूर्व एक वृत्तिक एवं एक अन्य स्नातक उपाधि अपेक्षित तथा धारित है। वृत्तिक स्नातक उपाधि में न्यूनतम 55 प्रतिशत प्राप्तांक (या उक्त माप में "बी" वर्ग) अथवा वृत्तिक नव अन्य स्नातक उपाधियों, दोनों में पृथक-पृथक 50 प्रतिशत प्राप्तांक (या उक्त माप में "सी-प्लस" वर्ग) अर्जित किये हैं।परन्तु यह कि उपाचार्य हेतु वह अभ्यर्थी "उत्तम शैक्षिक अभिलेख" का धारक माना जायेगा, जिसने हाई स्कूल (या समकक्ष) एवं उससे उच्चतर सभी संगत परीक्षाओं में, जिनमें वह उत्तीर्ण हुआ है, न्यूनतम द्वितीय श्रेणी (या उक्त माप में "सी" वर्ग) अर्जित है।"

4प

उपरोक्त परिनिियम शासनादेश संख्या 1594;1६ सत्तर—1.2000.15;14६९2 दिनांक 03 मई, 2000 की तिथि से बने हुए समझे जायेंगे।

भवदीय,

(सुधीर कुमार)
सचिव।

FIRST STATUTES OF THE UNIVERSITY OF BUNDELKHAND, 1977

संख्या-905 ६ सत्तर-1.2001.15;14-६२

प्रेषक,

हेमन्त राव,
विशेष सचिव,
उत्तर प्रदेश शासन।

सेवा में,

कुलपति,
समस्त राज्य विश्वविद्यालय,
उत्तर प्रदेश।

उच्च शिक्षा अनुभाग-1 लखनऊ :

दिनांक : 03 अप्रैल, 2001

विषय : उत्तम शैक्षिक अभिलेख के सम्बन्ध में।

महोदय,

विश्वविद्यालयों/महाविद्यालयों में प्राध्यापक के पद पर नियुक्ति हेतु न्यूनतम शैक्षिक अर्हताओं के निर्धारण के सम्बन्ध में शासनादेश संख्या-1594;1६६सत्तर-1.2000.15;14-६२ 92ए दिनांक-3 मई, 2000 द्वारा उत्तम शैक्षिक अभिलेख की परिभाषा निर्धारित की गयी थी, जिसमें संशोधन करते हुए शासन द्वारा सम्यक विचारोपरान्त उत्तम शैक्षिक अभिलेख की निम्नलिखित परिभाषा निर्धारित किये जाने का निर्णय लिया गया है-

1^प महाविद्यालय के प्राचार्य एवं विश्वविद्यालय या महाविद्यालय के प्रवक्ता पद हेतु वह अभ्यर्थी उत्तम शैक्षिक अभिलेख का धारक माना जायेगा जिसने

(क) यदि पर हेतु अर्हताओं में स्नातकोत्तर उपाधि से पूर्व केवल एक वृत्तिक (प्रोफेसनल) या अन्य स्नातक उपाधि का धारण अपेक्षित है, सम्बन्धित स्नातक उपाधि में न्यूनतम 55 प्रतिशत अंक प्राप्त किया हो-

(ख) यदि पद हेतु अर्हताओं में स्नातकोत्तर उपाधि से पूर्व एक वृत्तिक एवं एक अन्य स्नातक उपाधि का धारण है अपेक्षित है, तो दोनों उपाधियों पृथक-पृथक 55 प्रतिशत अंक प्राप्त किया हो।

2^प परन्तु अभ्यर्थी यदि पी0एच0डी0 डिग्री धारक है तो उसे 5 प्रतिशत की छूट दी जायेगी

3^प अतएव उपरोक्त के सम्बन्ध में मुझ वह कहने का निर्देश हुआ है कि कृपया "उत्तम शैक्षिक अभिलेख" की उक्त परिभाषा का प्रविधान 02 माह में अपने विश्वविद्यालय की परिनियमावली में सुसंगत स्थान पर समावेशित करने के सम्बन्ध में आवश्यक अग्रेतर कार्यवाही करने का कष्ट करें।

भवदीय,

(हेमन्त राव)
विशेष सचिव।

संख्या-905;1६६ ६ सत्तर-1.2001 तददिनांक

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित-

- 1^प कुलपति, समस्त राज्य विश्वविद्यालय, उत्तर प्रदेश।
- 2^प सचिव, उत्तर प्रदेश उच्चतर शिक्षा सेवा आयोग, इलाहाबाद।
- 3^प सचिव श्री कुलाधिपति, राजभवन, लखनऊ।
- 4^प शिक्षा निदेशक, उच्च शिक्षा उत्तर प्रदेश, इलाहाबाद।
- 5^प अपर सचिव, उत्तर प्रदेश राज्य उच्च शिक्षा परिषद।
- 6^प निजी सचिव, मा0 उच्च शिक्षा मंत्री जी के अवलोकनार्थ
- 7^प समस्त अधिकारी/अनुभाग, उच्च शिक्षा।

आज्ञा से,

(बी0डी0 जोशी)
संयुक्त सचिव।

FIRST STATUTES OF THE UNIVERSITY OF BUNDELKHAND, 1977

संख्या-1911 ६ सत्तर-1.2001.15;66-६६४४

प्रेषक,

सतीश कुमार अग्रवाल,
प्रमुख सचिव,
उत्तर प्रदेश शासन।

सेवा में,

- 1^प कुलपति,
समस्त राज्य विश्वविद्यालय,
उत्तर प्रदेश।
- 2^प अध्यक्ष, लोक सेवा आयोग,
इलाहाबाद, उ०प्र०।
- 3^प अध्यक्ष, उ०प्र० उच्चतर शिक्षा सेवा आयोग,
इलाहाबाद।

उच्च शिक्षा अनुभाग-1

लखनऊ :

दिनांक : 03 सितम्बर, 2001

विषय : उत्तम शैक्षिक अभिलेख के सम्बन्ध में विश्वविद्यालय परिनियमावली में संशोधन।

महोदय,

अध्यक्ष उत्तर प्रदेश उच्चतर शिक्षा सेवा आयोग इलाहाबाद के पत्र संख्या-13धनि०अ०/ 2001.2002 दिनांक-16^प०८^प२००१ आयोग ने शासन को सूचित किया है कि शासनादेश संख्या 905^धसत्तर-1.2001.15;14^द६९२ए दिनांक-3 अप्रैल 2001 द्वारा निर्धारित उत्तम शैक्षिक अभिलेख के सम्बन्ध में विश्वविद्यालयों द्वारा अपनी परिनियमावली में प्रश्नगत संशोधन अभी तक नहीं किये हैं जिसके कारण आयोग को अन्य विज्ञापन जारी करने में कठिनाई हो रही है विलम्ब के कारण मा० न्यायालय में भी अनेक वाद लम्बित होंगे और चयन प्रक्रिया बाधित होगी। उपरोक्त के संदर्भ में शासन द्वारा शासनादेश संख्या-705^धसत्तर .2001.15;14^द६९५ द्वारा उत्तम शैक्षिक अभिलेख परिभाषित कर विश्वविद्यालयों से अनुरोध किया था कि वे 02 माह में अपनी परिनियमावली में सुसंगत स्थान पर समावेश कर लें परन्तु अभी तक विश्वविद्यालयों द्वारा इस पर कोई कार्यवाही नहीं की गई है।

अतः उपरोक्त के सम्बन्ध में मुझे आपसे यह कहने का निर्देश हुआ है कि उपर्युक्त शासनादेश 3 अप्रैल, 2001 में परिभाषित उत्तम शैक्षिक अभिलेख महाविद्यालय के प्राचार्य एवं विश्वविद्यालय महाविद्यालय के प्रवक्ता पद हेतु वह अभ्यर्थी "उत्तम शैक्षिक अभिलेख" का धारक माना जायेगा, जिसने :

- (क) यदि पद हेतु अर्हताओं में स्नातकोत्तर उपाधि से पूर्व केवल एक वृत्तिक (प्रोफेसनल) या अन्य स्नातक उपाधि का धारण अपेक्षित है, सम्बन्धित स्नातक उपाधि में न्यूनतम 55 अंक प्राप्त किया हो।
- (ख) परन्तु अभ्यर्थी यदि पी०ए०डी० डिग्री धारक है तो उसे 5 प्रतिशत की छूट दी जायेगी।
- (ग) उक्त के सम्बन्ध में मुझे यह कहने का निर्देश हुआ है कि राज्य विश्वविद्यालय अधिनियम 1973 की धारा 50 की उपधारा 6 के अन्तर्गत विश्वविद्यालयों को निर्देश दिया जाता है कि वे प्रस्तर 1 व 2 में उल्लिखित "उत्तम शैक्षिक अभिलेख" विषयक प्राविधान 15 दिन के भीतर अपने विश्वविद्यालय की परिनियमावली में सुसंगत स्थान पर समावेश/प्रतिस्थापित करने हेतु कार्यपरिषद् द्वारा पारित प्रस्ताव पर महामहिम श्री कुलाधिपति का अनुमोदन प्राप्त कर लें।

भवदीय

(सतीश कुमार अग्रवाल)
प्रमुख सचिव सचिव।

संख्या-1911;1६ ६ सत्तर-1.2001.15;66-६६४४ तद्दिनांक

प्रतिलिपि, निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित-

1^प निदेशक, उच्च शिक्षा उत्तर प्रदेश, इलाहाबाद।

2^प कुलसचिव, समस्त राज्य विश्वविद्यालय, उत्तर प्रदेश।

भवदीय,

(बी०डी० जोशी)
संयुक्त सचिव।

प्रेषक,

बी०डी० जोशी,
संयुक्त सचिव,
उत्तर प्रदेश शासन।

सेवा में,

- 1^प कुलपति,
समस्त राज्य विश्वविद्यालय,
उत्तर प्रदेश।
- 2^प अध्यक्ष लोक सेवा आयोग
इलाहाबाद।
- 3^प अध्यक्ष,
उ०प्र० उच्चतर शिक्षा सेवा आयोग,
इलाहाबाद।

उच्च शिक्षा अनुभाग-1 लखनऊ :

दिनांक : 31 अक्टूबर, 2001

विषय : उत्तम शैक्षिक अभिलेख के सम्बन्ध में विश्वविद्यालय परिनियमावली में संशोधन।

महोदय,

उपर्युक्त विषयक शासन के पत्रांक संख्या-1911६सत्तर-1.2001.15 ;66-६६६६६६ दिनांक-3 सितम्बर, 2001 (छाया प्रति संलग्न) का अवलोकन करने का कष्ट करें जिसके द्वारा समस्त राज्य विश्वविद्यालय से अनुरोध किया गया था कि शासनादेश संख्या-905६सत्तर-1.2001.15;14-६९२ दिनांक-3 अप्रैल, 2001में परिभाषित उत्तम शैक्षिक अभिलेख सम्बन्धी प्राविधान 15 दिन के भीतर अपने विश्वविद्यालय की परिनियमावली में सुसंगत स्थान पर समावेशित/प्रतिस्थापित करने हेतु कार्य परिषद् द्वारा पारित प्रस्ताव पर महामहिम कुलाधिपति का अनुमोदन प्राप्त कर लें।

2^प उ०प्र० उच्चतर शिक्षा आयोग द्वारा शासन को अवगत कराया गया है कि प्रवक्ता पद पर नियुक्ति हेतु "उत्तम शैक्षिक अभिलेख" की परिभाषा में विश्वविद्यालय की परिनियमावली में शासनादेश संख्या.905६सत्तर-1.2001.15;14-६९२ दिनांक-03 अप्रैल, 2001 में परिभाषित "उत्तम शैक्षिक अभिलेख" कतिपय विश्वविद्यालयों द्वारा अद्यावधिक प्रतिस्थापित नहीं किये जाने के कारण विज्ञापन की कार्यवाही करने में अत्यधिक विलम्ब हो रहा है।

4.

अतः इस सम्बन्ध में मुझे आपसे पुनः अनुरोध करने का निर्देश हुआ है कि एक सप्ताह के भीतर शासन देश संख्या.9005६सत्तर-1.2001.15;14-६६६६६६ दिनांक-3 अप्रैल, 2001 में परिभाषित "उत्तम शैक्षिक अभिलेख" विश्वविद्यालय की परिनियमावली में नियमानुसार तत्काल प्रतिस्थापित कराने को कष्ट करें ताकि उत्तर प्रदेश उच्चतर शिक्षा सेवा आयोग द्वारा प्रवक्ता पद हेतु विज्ञापन की कार्यवाही शीघ्र सम्पादित की जा सके।

भवदीय,

(बी०डी०जोशी)
संयुक्त सचिव।

प्रेषक,

सतीष कुमार अग्रवाल,
प्रमुख सचिव,
उत्तर प्रदेश शासन।

सेवा में,

1^प कुलपति,
समस्त राज्य विश्वविद्यालय,
उत्तर प्रदेश।

उच्च शिक्षा अनुभाग-1 लखनऊ :

दिनांक : 22 अप्रैल, 2002

विषय : उत्तम शैक्षिक अभिलेख की परिभाषा।

महोदय,

विश्वविद्यालयों/महाविद्यालयों में प्रवक्ता पद पर नियुक्ति हेतु निर्धारित अर्हताओं सहित उत्तम शैक्षिक अभिलेख सम्बन्धी शासनादेश संख्या-1594;1६६सत्तर-1.2000.15;14६९2ए दिनांक-3 मई, 2000 तथा शासनादेश 905६सत्तर-1.2001.15;14६९2ए दिनांक-03 अप्रैल, 2001 द्वारा उत्तम शैक्षिक अभिलेख परिभाषित किये गये हैं। कतिपय विश्वविद्यालयों द्वारा विश्वविद्यालयों की परिणियमावली में शासन द्वारा परिभाषित शैक्षिक अभिलेखों को समावेशित/प्रतिस्थापित न किये जाने के कारण प्रवक्ता पदों पर नियुक्ति हेतु पदों को विज्ञापित कराये जाने की कार्यवाही में विलम्ब होने की सूचना अध्यक्ष, उ0प्र0 राज्य उच्चतर शिक्षा सेवा, आयोग द्वारा शासन को दी गयी है। उत्तम शैक्षिक अभिलेख की परिभाषा के सम्बन्ध में शासन को कपितय प्रत्यावेदन प्राप्त हुए हैं।

2^प उपर्युक्त के सम्बन्ध में मुझे आपसे यह कहने का निर्देश हुआ है कि उत्तम शैक्षिक अभिलेख के सम्बन्ध में पूर्व में निर्गत शासनादेश तथा प्राप्त प्रत्यावेदनों पर सम्यक विचारोपरान्त शासन द्वारा यह निर्णय लिया गया है कि शासनादेश संख्या- 1594;1६६ सत्तर-1.2000.15;14६९2ए दिनांक-03 मई, 2002 तथा शासनादेश संख्या 905६ सत्तर-1.2001.15;14६९2ए दिनांक-03 अप्रैल, 2001 को अवक्रमित करते हुए श्री राज्यपाल उत्तम शैक्षिक अभिलेख निम्न प्रकार से परिभाषित करने की सहर्ष स्वीकृति प्रदान करते हैं।

3^प विश्वविद्यालय या महाविद्यालय के प्रवक्ता पद हेतु वह अभ्यर्थी उत्तम शैक्षिक अभिलेख का धारक माना जायेगा, जिसने-

- (क) यदि पद हेतु अर्हताओं में स्नातकोत्तर उपाधि से पूर्व केवल एक स्नातक उपाधि का धारण अपेक्षित है, की दशा में जिसने संबंधित स्नातक उपाधि में न्यूनतम 55 प्रतिशत अंक प्राप्त किये हों।
- (ख) यदि पद हेतु अर्हताओं में स्नातकोत्तर उपाधि से पूर्व एक वृत्तिक एवं एक अन्य स्नातक उपाधि धारण अपेक्षित हो, की दशा में जिसने दोनों उपाधियों में पृथक-पृथक 55 प्रतिशत अंक प्राप्त किये हों।
- (ग) उपर्युक्त (क) तथा (ख) श्रेणी के पदों में जहाँ अभ्यर्थी सुसंगत विषय में पी0एच0डी0 उपाधि धारक हो, तो उसे 5 प्रतिशत की छूट दी जायेगी, परन्तु अनुसूचित जाति एवं अनुसूचित जनजाति के अभ्यर्थी यदि पी0एच0डी0 धारक नहीं है तो भी उन्हें 5 प्रतिशत की छूट दी जायेगी, अर्थात् अनुसूचित जाति/अनुसूचित जनजाति के अभ्यर्थी पी0एच0डी0 धारित करते हों अथवा नहीं, दोनों ही परिस्थितियों में उन्हें स्नातक स्तर पर एक वृत्तिक या अन्य स्नातक उपाधि में 50 प्रतिशत न्यूनतम अंक प्राप्त करने पर प्रवक्ता पद हेतु उत्तम शैक्षिक अभिलेख का धारक माना जायेगा।

4^प मुझे यह भी कहने का निर्देश हुआ है कि उपर्युक्तानुसार परिभाषित उत्तम शैक्षिक अभिलेख के प्राविधानों को कृपया 15 दिन के भीतर विश्वविद्यालय को परिणियमावली में सुसंगत स्थान पर समावेशित/प्रतिस्थापित करने की कार्यवाही सुनिश्चित करने का कष्ट करें। यदि विश्वविद्यालयों द्वारा 15 दिन के भीतर परिणियम में उक्त व्यवस्था समाहित नहीं की जाती है तो उस दशा में उ0प्र0 राज्य विश्वविद्यालय अधिनियम, 1973 की धारा-50;6६ में प्रदत्त शक्तियों का प्रयोग करते हुए राज्य सरकार सुसंगत परिणियम तदनुसार संशोधित कर देगी। यह आदेश श्री कुलाधिपति के आदेशानुसार जारी किये जा रहे हैं।

भवदीय

(सतीष कुमार अग्रवाल)
प्रमुख सचिव सचिव।

संख्या-896;1६६ ६ सत्तर-1.2002 तददिनांक

प्रतिलिपि, निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित-

- 1^प अध्यक्ष विश्वविद्यालय अनुदान आयोग, बहादुरशाह जफर मार्ग, नई दिल्ली।
- 2^प प्रमुख सचिव, श्री राज्यपाल/महामहिम कुलाधिपति, राजभवन, लखनऊ।
- 3^प निदेशक, उच्च शिक्षा उत्तर प्रदेश, इलाहाबाद।
- 4^प सचिव, उत्तर प्रदेश लोक सेवा आयोग, उत्तर प्रदेश।
- 5^प सचिव, उत्तर प्रदेश उच्चतर शिक्षा सेवा आयोग, इलाहाबाद।
- 6^प अपर सचिव, उत्तर प्रदेश राज्य उच्च शिक्षा परिषद।
- 7^प कुलसचिव, समस्त राज्य विश्वविद्यालय, उत्तर प्रदेश।
- 8^प उच्च शिक्षा के समस्त अनुभाग।

आज्ञा से,
(बी0डी0 जोशी)
संयुक्त सचिव।

FIRST STATUTES OF THE UNIVERSITY OF BUNDELKHAND, 1977

संख्या-1011 ६ सत्तर-1.2002.15;14द्व९2

प्रेषक,

एल०आर० यादव,
विशेष सचिव,
उत्तर प्रदेश शासन।

सेवा में,

1० कुलपति,
समस्त राज्य विश्वविद्यालय,
उत्तर प्रदेश।

उच्च शिक्षा अनुभाग-1 लखनऊ :

दिनांक : 10 मई, 2002

विषय : उत्तम शैक्षिक अभिलेख की परिभाषा।

महोदय,

उपर्युक्त विषयक शासनादेश संख्या 896६सत्तर-1.2002.15;14द्व 92ए दिनांक-22 मई, 2002 का अवलोकन करने का कष्ट करें जिसके द्वारा विश्वविद्यालय से यह अपेक्षा की गई थी कि उक्त शासनादेश में शासन द्वारा परिभाषित उत्तम शैक्षिक अभिलेख के प्रावधानों को 15 दिन के भीतर विश्वविद्यालयों की परिनियमावली में सुसंगत स्थान पर समावेशित/प्रतिस्थापित करने की कार्यवाही सुनिश्चित करने का कष्ट करें। शासन से उत्तर प्रदेश, उच्चतर शिक्षा सेवा आयोग द्वारा उक्त शासनादेश में परिभाषित उत्तम शैक्षिक अभिलेख के आधार पर प्रवक्ता पदों के लिये दिये गये विज्ञापन संख्या-30ए 31 एवं 32 में विज्ञापित पदों हेतु अर्हताओं में वांछित संशोधन करने के सम्बन्ध में मार्गदर्शन मांगा गया है। विश्वविद्यालय द्वारा उत्तम शैक्षिक अभिलेख के सम्बन्ध में निर्गत शासनादेश दिनांक 22 अप्रैल, 2002 के प्राविधान को विश्वविद्यालय की परिनियमावली में समावेशित/प्रतिस्थापित करने की अद्यावधि शासन को कोई सूचना उपलब्ध नहीं करायी गई है।

2० अतः मुझे यह कहने का निर्देश हुआ है कि उत्तर प्रदेश राज्य विश्वविद्यालय अधिनियम-1973 की धारा-50;6द्व शक्तियों का प्रयोग करते हुए राज्य सरकार अध्यापकों की अर्हता के साथ उत्तम शैक्षिक अभिलेख में निम्न शासनादेश संख्या .896६ सत्तर-1.2002.15;14द्व९2ए दिनांक-22 अप्रैल, 2000 के प्राविधानों की परिनियम बनाती है।

मुझे यह भी कहने का निर्देश हुआ है कि विश्वविद्यालय कृपया उपरोक्तानुसार कार्यवाही सुनिश्चित करने का कष्ट करें।

भवदीय

(एल०आर० यादव)
विशेष सचिव।

संख्या-1011;1द्व ६ सत्तर-1.2002 तद्दिनांक

प्रतिलिपि, निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित-

- 1० अध्यक्ष विश्वविद्यालय अनुदान आयोग, बहादुरशाह जफर मार्ग, नई दिल्ली।
- 2० प्रमुख सचिव, श्री राज्यपाल/महामहिम कुलाधिपति, राजभवन, लखनऊ।
- 3० निदेशक, उच्च शिक्षा उत्तर प्रदेश, इलाहाबाद।
- 4० सचिव, उत्तर प्रदेश उच्चतर शिक्षा सेवा आयोग, इलाहाबाद।
- 5० सचिव, उत्तर प्रदेश लोक सेवा आयोग, उत्तर प्रदेश।
- 6० अपर सचिव, उत्तर प्रदेश राज्य उच्च शिक्षा परिषद।
- 7० कुलसचिव, समस्त राज्य विश्वविद्यालय, उत्तर प्रदेश।
- 8० उच्च शिक्षा के समस्त अनुभाग।

आज्ञा से,

(बी०डी० जोशी)
संयुक्त सचिव।

FIRST STATUTES OF THE UNIVERSITY OF BUNDELKHAND, 1977

संख्या-1093 & सत्तर-1.2002.15;14-द्व92

प्रेषक,

एल0आर0 यादव,
विशेष सचिव,
उत्तर प्रदेश शासन।

सेवा में,

1^प कुलपति,
समस्त राज्य विश्वविद्यालय,
उत्तर प्रदेश।

उच्च शिक्षा अनुभाग-1 लखनऊ :

दिनांक : 31 मई, 2002

विषय : उत्तम शैक्षिक अभिलेख की परिभाषा।

महोदय,

विश्वविद्यालयों/महाविद्यालयों में प्रवक्ता पद पर नियुक्ति हेतु निर्धारित अर्हताओं सहित उत्तम शैक्षिक अभिलेख सम्बन्धी शासनादेश संख्या-1594धसत्तर-1.2000.15;14-द्व92ए दिनांक-3 मई, 2000 शासनादेश संख्या 896धसत्तर-1.2002.15;14-द्व 92ए दिनांक-22 अप्रैल, 2002 तथा शासनादेश संख्या-1011धसत्तर-1.2002.15;14-द्व92ए दिनांक-10 मई, 2002 द्वारा उत्तम शैक्षिक अभिलेख परिभाषित किये गये हैं। उत्तम शैक्षिक अभिलेख के सम्बन्ध में शासन को कपितय प्रत्यावेदन प्राप्त हुए हैं।

2^प उपर्युक्त के सम्बन्ध में मुझे आपसे यह कहने का निर्देश हुआ है कि उत्तम शैक्षिक अभिलेख के सम्बन्ध में पूर्व में निर्गत शासनादेश संख्या- 896ध सत्तर-1.2002.15;14-द्व92ए दिनांक-22 अप्रैल, 2002 तथा प्राप्त प्रत्यावेदनों पर सम्यक विचारोपरान्त शासन द्वारा यह निर्णय लिया गया है कि शासनादेश संख्या- 896ध सत्तर-1.2002.15;14-द्व92ए दिनांक-22 अप्रैल, 2002 के प्रस्तर-3 'ग' के ठीक बाद प्रस्तर-3 'घ' जोड़ दिया जाय। अतः श्री राज्यपाल उत्तम शैक्षिक अभिलेख सम्बन्धी उपर्युक्त शासनादेश संख्या 896ध सत्तर-1.2002.15;14-द्व92ए दिनांक-22 अप्रैल, 2002 के प्रस्तर-3 'ग' के बाद प्रस्तर .3 'घ' निम्नवत समावेशित करने की सहर्ष स्वीकृति प्रदान करते हैं।

3^प प्रस्तर-3 (घ) ऐसी दशा में जहाँ किसी अभ्यर्थी द्वारा पूर्व में नियमानुसार स्नातक तथा स्नातकोत्तर परीक्षा उत्तीर्ण करने के उपरान्त संस्थागत विद्यार्थी के रूप में एकल विषय में इण्टर तथा स्नातक परीक्षा उत्तीर्ण कर उसी एकल विषय में स्नातकोत्तर परीक्षा 55 प्रतिशत प्राप्तांक से अधिक अंकों के साथ उत्तीर्ण कर उसी विषय में नेट परीक्षा उत्तीर्ण की गई हो, तो उसे प्रवक्ता पद हेतु उत्तम शैक्षिक अभिलेख का धारक माना जायेगा।

मुझे यह भी कहने का निर्देश हुआ है कि उपर्युक्तानुसार समावेशित उत्तम शैक्षिक अभिलेख के प्राविधानों की कृपया 15 दिन के भीतर विश्वविद्यालय की परिणियमावली में सुसंगत स्थान पर समावेशित करने की कार्यवाही सुनिश्चित करने का कष्ट करें।

भवदीय

(एल0आर0 यादव)
विशेष सचिव।

संख्या-1093;14 & सत्तर-1.2002 तद्दिनांक

प्रतिलिपि, निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित-

- 1^प अध्यक्ष विश्वविद्यालय अनुदान आयोग, बहादुरशाह जफर मार्ग, नई दिल्ली।
- 2^प प्रमुख सचिव, श्री राज्यपाल/महामहिम कुलाधिपति, राजभवन, लखनऊ।
- 3^प निदेशक, उच्च शिक्षा उत्तर प्रदेश, इलाहाबाद।
- 4^प सचिव, उत्तर प्रदेश लोक सेवा आयोग, उत्तर प्रदेश।
- 5^प सचिव, उत्तर प्रदेश उच्चतर शिक्षा सेवा आयोग, इलाहाबाद।
- 6^प अपर सचिव, उत्तर प्रदेश राज्य उच्च शिक्षा परिषद।
- 7^प कुलसचिव, समस्त राज्य विश्वविद्यालय, उत्तर प्रदेश।
- 8^प उच्च शिक्षा के समस्त अनुभाग।

आज्ञा से,

(बी0डी0 जोशी)
संयुक्त सचिव।