

The Bharathiar University Statutes

TAMILNADU

India

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Chapter I

1. Establishment of the University.

- Bharathiar University was established under the Bharathiar University Act, 1981 (Tamil Nadu Act 1 of 1982).

2. Laws of the University.

- The Laws of the University shall be a compilation of the Bharathiar University Act, 1981 (Tamil Nadu Act 1 of 1982), rules framed thereon by the Government under the provisions of the Government, statutes, ordinances and regulations framed by the competent authorities.

3. Short title.

- These Laws shall be called "Laws" of the Bharathiar University.

4. Act, Statutes, Ordinances, Regulations, etc.

- In these laws, the sections and sub-sections of the Act reproduced and mentioned in the Statutes, Ordinances and Regulations shall be cited by the serial member of the section and sub-sections as given in the Act. The statutes, ordinances and regulations are numbered serially for every Chapter and cited as "Statute number under Chapter".

5. Definitions.

- S.2. In this Act, unless the context otherwise requires,-(a)"affiliated college" means any college situated within the University area and affiliated to the University and providing courses of study for admission to the examinations for degrees of the University and includes a college deemed to be affiliated to the University under this Act;(b)"approved college" means any college situated within the University area and approved by the University and providing courses of study for admission to the examinations for titles and diplomas of the University and includes a college deemed to be approved by the University under this Act;(c)"Autonomous College" means any college designated as an autonomous college by Statutes;(d)"college" means any college or any institution maintained or approved by, or affiliated to, the University and providing courses of study for admission to the examinations of the University;(e)"Government" means the State Government;(f)"hostel" means a unit of residence for the students of the University maintained or recognized by the University in accordance with the provisions of this Act and includes a hostel deemed to be recognized by the University under this Act;(g)"notified date" means the date specified in the notification issued under sub-section (4) of section 1;(h)"post-graduate college" means a University college or an affiliated college situated within the University area and providing post-graduate courses of study leading up to post-graduate degrees of the University;(i)"prescribed" means prescribed by this Act or the statutes, ordinances or regulations;(j)"Principal" means the Head of a college;(k)"professional college" means a college established or maintained by the University or affiliated to the University and providing courses of study leading up to the professional degrees of the University;(l)"Registered graduate" means a graduate registered under this Act;(m)"statutes", "ordinances" and "regulations" mean, respectively, the statutes, ordinances and regulations of the University made or continued in force under this Act;(n)"Teachers" means such Lecturers, Readers, Assistant Professors, Professors and other persons giving instruction in University colleges or laboratories in affiliated or approved colleges or in hostels and Librarians as may be declared by the Senate to be teachers;(o)"Teachers of the University" means persons appointed by the University to give instruction on its behalf;(p)....(q)"University" means the Bharathiar University;(r)"University Centre" means any area within the University area recognised by the Government on the recommendations of the University and containing one or more colleges competent to engage in higher teaching and research work and to promote University life in a manner calculated to prepare for the institution of a new University;(s)"University college" means a college or a college combined with a research institute maintained by the University, whether instituted by it or not, and providing courses of study leading up to the post-graduate and professional degrees;(t)"University Grants Commission" means the Commission established under section 4 of the University Grants Commission Act, 1956 (Central Act III of 1956);(u)"University Laboratory" means a Laboratory maintained by the University, whether instituted by it or not, and intended for the carrying on, and, advancement of, research work;(v)"University Lecturer", "University Reader" or "University Professor" means Lecturer, Reader or Professor, respectively, appointed or deemed to be appointed as such by the University;(w)"University Library" means a Library maintained by the University, whether instituted by it or not.

6. Extent Act-S. 1.(2).

- The jurisdiction of the University extends to the area comprising the Districts of Coimbatore, Nilgiris and [Periyar] [Now Erode district.] in the State of Tamil Nadu.

7. Act-S.1(3).

- It applies to all colleges and instruction situated within the University area and affiliated to or approved by, the University in accordance with the provisions of this Act or the statutes, ordinances and regulations made hereunder and also to all colleges and institutions deemed to be affiliated to, or approved, by the University under this Act.

8. Act-S.60(6).

- All colleges including Oriental Colleges, within the University area which immediately before the notified date-(a)continue to be affiliated to, or recognised by, the University of [Chennai] [Substituted for the word 'Madras' by the City of Madras (Alteration of Name) Act, 1996 (Tamil Nadu Act 28 of 1996).]; and(b)provide courses of study for admission to the examination for degrees of the University of [Chennai] [Substituted for the word 'Madras' by the City of Madras (Alteration of Name) Act, 1996 (Tamil Nadu Act 28 of 1996).], shall be deemed to be colleges affiliated to the Bharathiar University under this Act and the provisions of this Act shall, as far as may be, apply accordingly.

9. Act S. 60(7).

- All Colleges within the University area which immediately before the notified date, continue to be recognized by the University of [Chennai] [Substituted for the word 'Madras' by the City of Madras (Alteration of Name) Act, 1996 (Tamil Nadu Act 28 of 1996).] as oriental colleges providing courses of study for admission to the examinations of the said University, for titles and diplomas, shall be deemed to be colleges approved by the Bharathiar University under this Act and the provisions of this Act shall, as far as may be, apply accordingly.

10. Act S. 60(8).

- All hostels within the University area which continue to be recognized by the University of [Chennai] [Substituted for the word 'Madras' by the City of Madras (Alteration of Name) Act, 1996 (Tamil Nadu Act 28 of 1996).] immediately before the notified date shall be deemed to be hostels recognised by the Bharathiar University under this Act and the provisions of this Act, as far as maybe, apply accordingly.

11. Act S. 60(9).

- Subject to the provisions of sub-section (2), but without prejudice to the provisions of sub-sections (3) to (7), anything done or any action taken before the notified date under any provisions of the [Chennai] [Substituted for the word 'Madras' by the City of Madras (Alteration of Name) Act, 1996 (Tamil Nadu Act 28 of 1996).] University Act, 1923 (Tamil Nadu Act VII of 1923) in respect of any area to which the provisions of this Act extend shall be deemed to have been taken under the corresponding provision of this Act and shall continue to have effect accordingly unless and until superseded by anything done or any action taken under the corresponding provision of this Act.

12. Statute.

- 1. Notice, etc., to be sent by post. - Any notice intimating or information to be given to any person and any paper, minutes or proceedings to be sent statutorily to any person shall, unless otherwise provided, be given or sent by posting the same to the address of that person. A member of any of the authorities of the University, or of any Board of Examiners or Committee appointed under the laws, or any candidate for any examination or course of studies or for any convocation, shall, give an address to which communications may be sent; and the posting or communications to that address shall be a sufficient compliance with the requirements of the laws as to notice, intimation, etc.

13. Statute.

- 2. Act or proceedings due on a holiday to be done the next working day. Where by any law, any act or proceedings is to be done or taken in the office of the University on a certain day or within a prescribed period, and the office is closed on that day or the last day prescribed, the act or proceeding shall be considered as done or taken in due time if it is done or taken on the date on which the office re-opens.

14. Statute.

- 3. Working Hours for Officer and Teachers-The officer of University shall be open daily for transaction of business between 10.30 a.m. and 5.00 p.m. with a break of 30 minutes to be availed for lunch between 13.00. and 14.00. hours except on Sundays and Government Gazetted holidays. The office may be closed for a day or part of a day on particular occasions at the discretion of the Vice-Chancellor provided arrangements are made for the transaction of urgent business. The hours of work for the University Department of Study and Research shall be the same as the hours prescribed for the University Office, except in the case of members of staff engaged in conducting classes outside the prescribed hours. Their hours shall be such as may be prescribed by the Vice-Chancellor.

Chapter II

The University

1. S.3 - Name of University. - There shall be a University by the name "The Bharathiar University".

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

3. The Headquarters of the University shall have located within the limits of the city of Coimbatore or in any place within a radius of twenty-five kilometers around those limits.

4. S.4-Objects and Powers of the University. - The University shall have the following objects and powers, namely:-

(1)to provide for instruction and training in such branches of learning as it may determine;(2)to provide for research and for the advancement and dissemination of knowledge;(3)to institute degrees, titles, diplomas and other academic distinctions;(4)to hold examinations and to confer degrees, titles, diplomas and other academic distinctions on persons who-(a)shall have pursued an approved courses of study in a University college or Laboratory or in an affiliated or approved college, unless exempted therefrom in the manner prescribed by the Syndicate and shall have, passed the prescribed examinations of the University; or(b)shall have carried on research under conditions prescribed;(5)to confer degrees, titles, diplomas and other academic distinctions on persons who shall have pursued an approved course of study in an autonomous College;Statute-And such of those who have been declared qualified to receive the same by the College;(6)to hold examinations and to confer degrees, titles, diplomas and other academic distinctions on persons who shall have pursued an approved course of study by correspondence, whether residing within the University area or not, and to provide such lectures and instructions for persons not being residents within University area under conditions prescribed;(7)to confer honorary degrees or other academic distinction under conditions prescribed;(8)to institute, maintain and manage institutes of research, University colleges and Laboratories, Libraries, Museums and other institutions necessary to carry out the objects of the University;(9)to affiliate colleges to the University as affiliated, professional or postgraduate colleges under conditions prescribed and to withdraw affiliations from colleges;(10)to approve colleges providing courses of study for admission to the examinations for titles and diplomas of the University under conditions prescribed and to withdraw such approval;(11)to designate any college as an autonomous college with the concurrence of the Government in the manner and under conditions prescribed and to cancel such designation;(12)to institute lecturerships, readerships, professorships and any other teaching post required by the University and to appoint persons to such Lecturerships, Readerships, Professorships and other teaching posts;(13)to institute and award fellowships, travelling fellowships, scholarships, studentships,

bursaries, exhibitions, medals and prizes in accordance with the statutes;(14)to establish, maintain and manage hostels, to recognize hostels not maintained by the University and to withdraw recognition therefrom;(15)to exercise such control over the students of the University through the colleges as will secure their health and well-being and discipline;(16)to hold and manage endowments and other properties and funds of the University;(17)to borrow money with the approval of the Government on the security of the property of the University for the purpose of the University;(18)to fix fees and to demand and receive such fees as may be prescribed;(19)to make grants from the funds of the University for the maintenance of a National Cadet Corps;(20)to institute and maintain a University Extension Board;(21)to institute and provide funds for the maintenance of-(a)a publication bureau;(b)an employment bureau;(c)students' unions;(d)University athletic clubs; and(e)other similar associations;(22)to encourage co-operation among the colleges, laboratories and institutes in the University area and co-operate with other Universities and other authorities in such manner and for such purposes as the University may determine;(23)to recommend to the Government the recognition of any area within the University area as a University Centre; and(24)to recommend to the Government the recognition of any area within the University area as a University Centre to further the objects of the University.

5. Colleges not be to affiliated to any other University and recognition of institutions by the University. - (1) No college within the University area shall be affiliated to any University other than the Bharathiar University.

(2)No institution affiliated to, or associated with, or maintained by any other University in the State of Tamil Nadu shall be recognized by the University for any purpose except with the prior approval of the Government and the concerned University.

6. Disqualification for membership. - (1) No person shall be qualified for nomination or election as a member of any of the authorities of the University, if on the date of such nomination or election, he is-

(a)of unsound mind, a deaf-mute or suffering from leprosy; or(b)an applicant to be adjudicated as an insolvent or an undischarged insolvent; and(c)sentenced by a Criminal Court to imprisonment for any offence involving moral turpitude.(2)In case of dispute of doubt, the Syndicate shall determine whether a person is disqualified under sub-section (1) and its decision shall be final.

7. Removal from membership of the University. - (1) The Syndicate may-

(a)on the recommendation of not less than two-thirds of the members of the Syndicate remove by an order in writing made in this behalf the name of any person from the register of graduates; or(b)remove by an order in writing made in this behalf any person from membership of any authority of the University by a resolution passed by a majority of the total membership of the Syndicate and by a majority of not less than two-thirds of the members of the Syndicate present and voting at the meeting; if such person has been convicted by a Criminal Court for an offence which in the opinion of the Syndicate involves moral turpitude or if he has been guilty of gross misconduct

and for the same reason, the Syndicate may withdraw any degree or diploma conferred on, or granted to, that person by the University.(2)The Syndicate may also by an order in writing made in this behalf remove any person from the membership of any authority of the University, if he becomes of unsound mind or deaf-mute or suffers from leprosy or has applied to be adjudicated or has been adjudicated as an insolvent.(3)No action under this section shall be taken against any person unless he has been given a reasonable opportunity to show cause against the action proposed to be taken.(4)A copy of every order passed under sub-section (1) or sub-section (2), as the case may be, shall, as soon as may be, after it is so passed, be communicated to the person concerned in the manner prescribed by regulations.

8. Disqualification for election or nomination to Senate, Syndicate and Standing Committee on Academic Affairs. - (1) Notwithstanding anything contained in section 20, 23 or 24, no person who has held office as a member for a total period of six years in any one or more of the following authorities of the University or any other University in the State of Tamil Nadu established by or under, any law in force, namely:-

(i)the Senate;(ii)the Syndicate; and(iii)the Standing Committee on Academic Affairs, shall be eligible for election or nomination to any of the said authorities.Explanation I. - For the purpose of computing the total period of six years referred to in this sub-section, the period of three years during which a person held office in one authority either by election or nomination and the by election or nomination shall be taken into account and accordingly such person shall not be eligible for election or nomination to any two of the said three authorities:Provided that for the purpose of this sub-section, a person who has held office for a period of not less than one year in any one of the said three authorities in a casual vacancy shall be deemed to have held office for a period of three years in that authority:Provided further that, for the purposes of this sub-section, a person was elected or nominated to one authority and such person becomes a member of another authority by virtue of the membership in the first mentioned authority, the period for which he held office in the first mentioned authority alone shall be taken into account.Explanation II. - For the purpose of this sub-section, the expression "period" shall include the period of office held by any person prior to the 5th July 1984.(2)Nothing in sub-section (1) shall have application in respect of-(i)ex-officio members referred to in section 20(a), Class I, but not including members of the Syndicate who are not otherwise members of the Senate referred to in item (13); and(ii)ex-officio members referred to in section 23(2)(a), Class I and section 24(b) Class I.

9. Vice-Chancellor and other officers, etc., to be public servants. - The Vice-Chancellor, the Registrar, the Finance Officer, the Controller of Examinations and other employees of the University shall be deemed when acting or purporting to act in pursuance of any of the provisions of this Act to be public servants within the meaning of section 21 of the Indian Penal Code (Central Act XLV of 1860).

Chapter III

Visitation

1. S.8.(1) The Chancellor shall have the right to cause an inspection or inquiry to be made, by such person or persons as may be direct, of the University, its buildings, laboratories, libraries, museums, workshops and equipment and any institutions maintained, recognized or approved by or affiliated to the University and also of the examinations, teaching and other work conducted or done by the University and to cause an inquiry to be made in respect of any matter connected with the University of his intention to cause such inspection or inquiry to be made and the University shall be entitled to be represented thereat.

(2)The Chancellor shall communicate to the Syndicate his views with reference to the results of such inspection or inquiry and may, after ascertaining the opinion of the Syndicate thereon, advise the University upon the action to be taken and fix a time limit for taking such action.(3)The Syndicate shall report to the Chancellor the action, if any, which is proposed to be taken or has been taken, upon the results of such inspection or inquiry. Such report shall be submitted within such time as the Chancellor may direct.(4)Where the Syndicate does not take action to the satisfaction of- the Chancellor within a reasonable time, the Chancellor may, after considering any explanation furnished or representation made by the Syndicate, issue such directions as he may think and the Syndicate shall comply with such directions. In such event of the Syndicate, not complying with such directions within such time as may be fixed in that behalf by the Chancellor, with Chancellor shall have power to appoint any person or body to comply with such directions and make such orders as may be necessary for the expenses thereof.

Chapter IV

The Chancellor

10.

(1)The Governor of Tamil Nadu shall be the Chancellor of the University. He shall, by virtue of his office, be the Head of the University and shall, when present, preside at any Convocation of the University and confer degrees, diplomas or other academic distinctions upon persons entitled to receive them.(2)Where power is conferred upon the Chancellor to nominate persons to the authorities, the Chancellor shall, in consultation with the Vice-Chancellor and to the extent necessary, nominate persons to represent interest not otherwise adequately represented.(3)The Chancellor may of his own motion or an application call for and examine the record of any officer or authority of the University in respect of any proceedings to satisfy himself as to the regularity of such proceedings or the correctness, legality or propriety of any decision passed or order made

therein, and, if in any case, it appears to the Chancellor that any such decision or order should be modified, annulled, reversed or remitted for reconsideration, he may pass orders accordingly: Provided that every application to the Chancellor for the exercise of the powers under this election shall be preferred within three months from the date on which the proceedings, decision or order to which the application relates was communicated to the applicant: Provided further that no order prejudicial to any person shall be passed unless such person has been given an opportunity of making his representation. (4) The Chancellor shall exercise such other powers and perform such other duties as may be conferred on him by or under this Act.

Chapter V

The Pro-Chancellor

11.

(1) The Minister-in-charge of the portfolio of Education in the State of Tamil Nadu shall be the Pro-Chancellor of the University. (2) In the absence of the Chancellor, or during the Chancellor's inability to act, the Pro-Chancellor shall exercise all the powers and perform all the duties of the Chancellor. (3) The Pro-Chancellor shall exercise such other powers and perform such other duties as may be conferred on him by or under this Act.

Chapter VI

The Vice-Chancellor

12. Appointment of Vice-Chancellor. - (1) Every appointment of the Vice-Chancellor shall be made by the Chancellor from out of a panel of three names recommended by the committee referred to in sub-section (2). Such panel shall not contain the name of any member of the said committee.

(2) For the purpose of sub-section (1). The committee shall consist of three persons of whom one shall be nominated by the Government, one shall be nominated by the Senate and one shall be nominated by the Syndicate: Provided that the person so nominated shall not be a member of any of the authorities of the University. Statute 1. - The Vice-Chancellor shall arrange to get the names of two persons nominated one each by the Senate and the Syndicate as required in Act S. 12(2) and intimate them to the Chancellor three months prior to the expiry of his term of office. (3) Term of appointment. - The Vice-Chancellor shall hold office for a period of three years and shall be eligible for re-appointment for a further period of three years: Provided that no person shall hold the office of the Vice-Chancellor for more than six years in the aggregate: Provided further that - (a) the Chancellor may direct that a Vice-Chancellor whose term office has expired, shall continue in office for such period, not exceeding a total period of one year, as may be specified in the direction; (b) the Vice-Chancellor may, by writing under his hand addressed to the Chancellor and after giving two month's notice, resign his office; Provided also that a person appointed as Vice-Chancellor shall

retire from office, if during the term of his office or any extension thereof, he completes the age of sixty-five years.(4)Filling up of temporary vacancy. - When any temporary vacancy occurs in the office of the Vice-Chancellor or if the Vice-Chancellor is, by reason of absence or for any other reason, unable to exercise the powers and perform the duties of his office, the senior most Professor of the University shall exercise the powers and perform the duties of the Vice-Chancellor till the Syndicate makes the requisite arrangements for exercising the powers and performing the duties of the Vice-Chancellor.

4. Statute. - For purposes of determining seniority under the above clause, only the service put in as Professor in the University shall be reckoned,

5. Vice-Chancellor-Whole-time-Officer, emoluments and conditions of service. - The Vice-Chancellor shall be a whole time Officer of the University and his emoluments and other terms and conditions of service shall be as follows:-

(i)There shall be paid to the Vice-Chancellor a salary of three thousand rupees per months and he shall be entitled, without payment of rent, to the use of a furnished residence throughout his term of office, and no charge shall fall on the Vice-Chancellor personally in respect of the maintenance of such residence;(ii)The Vice-Chancellor shall be entitled to such terminal benefits and allowances as may be fixed by the Syndicate with the approval of the Chancellor, from time to time:Provided that, where an employee of-(a)the University; or(b)any other University or college or institution maintained by or affiliated to, that University is appointed as Vice-Chancellor, he shall be allowed to continue to contribute to the Provident Fund to which he is a subscriber, and the contribution of the University shall be limited to what he had been contributing immediately before his appointment as Vice-Chancellor.

6. Statute 3. - Pensionary contribution payable if incumbent is under Pension Scheme. - If he is coming under a scheme of pension, the University shall pay towards his pension and gratuity such amount as the University is funding for the purposes.

Act 12(5)(iii) The Vice-Chancellor shall be entitled to travelling allowances at such rates as may be fixed by the Syndicate.Act 12(5)(iv) Leave Rules. - The Vice-Chancellor shall be entitled to earned leave on full pay at one-eleventh of the period spent by him in active service.

7. Statute 4 - Carrying over of unexhausted leave. - In the event of the same person being appointed for a second term, the incumbent shall be entitled to carry over to the second term of his appointment such unexhausted period of leave as may stand to his credit in the first term of office:

Provided that when the earned leave applied for by the Vice-Chancellor in sufficient time before the date of expiry of the term of his office, is refused by the Chancellor in the interest of the University and if he does not avail of the leave before the date of expiry of the term of his office, he shall be entitled to draw cash equivalent to leave salary after relinquishment of his office in respect of earned leave at his credit subject to a maximum of one hundred and eighty days. The Vice-Chancellor shall be entitled on medical grounds or otherwise, to leave without pay for a period not exceeding three months during the term of his office: Provided that such leave may be converted into leave on full pay to the extent to which he is entitled to earned leave under clause (iv).

13. Powers of the Vice-Chancellor. - The Vice-Chancellor shall be the academic head and the Principal Executive Officer of the University and shall, in the absence of the Chancellor and Pro-Chancellor, preside at any convocation of the University and confer degrees, titles, diplomas or other academic distinctions upon persons entitled to receive them. He shall be a member ex-officio and Chairman of the Senate, Syndicate, Standing, Committee on Academic Affairs and the Finance Committee and shall be entitled to be present at, and to address, any meeting of any authority of the University but shall not be entitled to vote thereat, unless he is a member of the authority concerned.

8. Act 13(2) - Vice-Chancellor to ensure compliance with Laws. - It shall be the duty of the Vice-Chancellor to ensure that the provisions of this Act, the statutes, Ordinances and regulations are observed and carried out and he may exercise all powers necessary for this purpose.

9. Act 13(3) - Vice-Chancellor to convene meetings. - The Vice-Chancellor shall have power to convene meetings of the Senate, the Syndicate, the Standing Committee on Academic Affairs and the Finance Committee.

10. Act 13(4) - Vice-Chancellor to take action and report. - (a) The Vice-Chancellor shall have power to take action on any matter and shall by order take such action as he may deem necessary but shall, as soon as may be thereafter report the action taken to the officer or authority or body who or which would have ordinarily dealt with the matter:

Provided that no such order shall be passed unless the person likely to be affected, has been given a reasonable opportunity of being heard. (b) When action taken by the Vice-Chancellor under this sub-section affects any person in the service of the University, such person shall be entitled to prefer an appeal to the Syndicate within thirty days from the date on which he was notified of such action. The Vice-Chancellor shall give effect to the order passed by the Syndicate on such appeal.

11. Act 13(5), (6) and (7)-Duties of the Vice-Chancellor. - The Vice-Chancellor shall give effect to the orders of the Syndicate regarding the appointment, suspension and dismissal of the teachers and other employees of the University.

12. The Vice-Chancellor shall exercise control over the affairs of the University and shall be responsible for the due maintenance of discipline in the University.

13. The Vice-Chancellor shall be responsible for the coordination and integration of teaching and research, extension, education and curriculum development.

14. Statute 5. - The Vice Chancellor to be in direct charge of Departments and Colleges

(1)As academic head of the University, the University Departments of Teaching and Research, and the University Colleges shall be under the direct control and general supervision of the Vice-Chancellor, who shall call for periodic reports of work done in the departments, and also arrange for periodical review of the work of the departments.(2)The Vice-Chancellor may cause an inspection of any institution or college maintained or recognized by or affiliated to the University and ask for a report of the general condition and teaching facilities.

15. Statute 6. - Arrangements during absence on leave. - The Syndicate shall make arrangements during the absence on leave of the Vice-Chancellor, for exercising the powers and performing the duties of the Vice-Chancellor and report the arrangements made to the Chancellor, i

16. Statute 7-Vice-Chancellor being deputed. - The Vice-Chancellor may be deputed by the Syndicate on University business or at the request of the Government to any part of India or outside. The period of deputation will be ordinarily limited to one month and, in special cases, a further period of 15 days will be permitted with the concurrence of the Chancellor. It shall be competent for the Syndicate in the event of such deputation exceeding 15 days, to make requisite arrangements for exercising the powers and performing the duties of the Vice-Chancellor during the period of deputation, provided that such arrangements shall not entail additional expenditure to the University.

17. Statute 8. - The Chancellor shall be the authority to sanction all leave except casual leave.

18. Statute 9. - (a) The Vice Chancellor shall be the representative of the University in the all Associations of the Universities both in India and abroad.

(b)The Vice-Chancellor may delegate any of his administrative powers to any of the Professor, Officer, member of an authority or a body.(c)The Vice-Chancellor shall exercise all such powers not expressly mentioned herein which are necessary for or incidental to carry on the administration of the University.

19. Statute 1.-Financial powers. - The Chancellor shall have power-

(a)to sanction in consultation with the Syndicate grants-in-aids to researchers and fellowships from the fund and funds placed at the disposal of the University by the Government or by other agencies for the said purpose;(b)to sanction deputation of delegates to conferences and Seminars, etc. conducted in other parts of India;(c)to sanction the convening of Seminar, conferences and seminars, etc. conducted in other parts of India;(d)to sanction advances for the Chief Investigators of Schemes and Projects which are financed by the outside agencies and report to the Syndicate in its next meeting;(e)to accord administrative sanction for works (original or repairs) up to a maximum cost of Rs. 1,00,000, provided the following conditions are satisfied-(i)the work is one included in a scheme approved by the Syndicate;(ii)funds have been provided in the University Budget;(f)to accept tenders for work for or tenders or quotations for supplies required up to an estimate of Rs. 5,00,000 and to record the reasons if they are not the lowest of the tenders or quotations received;(g)to sanction any expenditure up to Rs.20,000 and re-appropriation of funds up to Rs. 1,00,000 from one major head to another provided that such sanction and the re-appropriation do not involve a liability which extends beyond the financial year in question;(h)to sanction all loans and advances to employees of the University provided all conditions prescribed by the Syndicate are satisfied;(i)to sanction permanent advances to Officers and Heads of Institutions under the University;(j)to sanction the travelling Allowance bills of the Registrar, the Finance Officer, the Controller of Examinations, Deans of Faculties and Heads of the Departments in the University;(k)to authorize opening of new Heads of Accounts for Projects financed by outside agencies and when necessary to permit the opening of separate accounts in the Scheduled Banks for this purpose; i(l)to open new Heads of accounts, if there is an urgency and report to the Finance Committee and the Syndicate;(m)to effect purchase of patent equipment, machines, instruments and other such goods provided there is budgetary allocation and report to the appropriate bodies;(n)to sanction refund of deposits of earnest money, securities, etc., on the basis of the recommendation of Heads of Departments; (o) The Vice-Chancellor shall have power to write off the irrecoverable value of shortage of stock or irrecoverable loss of money occasioned, by fraud or neglect of duty by the University Employees or otherwise up to a total amount of Rs.1000 in a year, If the amount to be written off in a year exceeds Rs. 1,000, the Syndicate shall accord the necessary sanction for the purpose; (p) The Vice-Chancellor shall have such other financial powers as may be delegated by the Syndicate, from time to time.

20. The Vice-Chancellor shall be competent to transfer any employee or post from one institution or department maintained by the University to another such institution or department maintained by the University.

21. The Vice-Chancellor shall make arrangements for the additional charge in all leave vacancies and such other temporary vacancies where appointments of substitutes are not required.

22. The Vice-Chancellor shall declare the satisfactory completion of the probation of the teachers and officers of the University provided the necessary formalities prescribed for each category are observed strictly.

23. It shall be competent for the Vice-Chancellor to-

(a)sanction the creation of all technical and non-technical posts other than those specified in section 9 of the Act subject to provision for the same in the budget;(b)Create and/ or fill temporary posts of all categories (other than those specified in Section 9 of the Act) for a period not exceeding one year at a time subject to the provision for the same in the budget;(c)abolish or retrench such posts which are considered superfluous in the University subject to protection being given to the individuals as per rules in such posts.

Chapter VII

The Registrar, Deputy Registrar and Assistant Registrar

Statute 1. - The Registrar shall be appointed by the Syndicate on the recommendation of the Selection Committee consisting of the Vice-Chancellor as Chairman, three other Syndicate members and one expert from outside the Syndicate to be nominated by the Chancellor. His term of appointment shall be for a period of three years. However, he shall be eligible for reappointment for another term of three years only by the Syndicate on the specific recommendation of the Vice-Chancellor. Act S. 14. (1) - Registrar-Whole-Time Officer. - The Registrar shall be a whole-time salaried officer of the University appointed by the Syndicate for such period as may be specified by the Syndicate and the terms and conditions of the service of the Registrar shall be such as may be specified in the first statutes.

2. Act S. 14. (2). - The Registrar shall exercise such powers and perform such duties as may be prescribed.

3. Act S. 14. (3). - In all suits and other legal proceedings by or against the University, the pleadings shall be verified and signed by the Registrar and all processes in such suits and proceedings shall be issued to, and, served on

the Registrar.

4. Act Statute 1(1). - Terms and conditions of service of the Registrar. - The holder of the post of Registrar shall be an academician not lower in rank than that of a University Professor or a Professor of an affiliated College.

5. Act Statute 1(2). - The emoluments and other terms and conditions of service of Registrar shall be such as may be prescribed by the ordinances:

Provided that the Registrar shall hold office for a period of three years: Provided further that the Registrar shall retire on attaining the age of fifty-eight years.

6. Act Statute 1(3). - When the office of the Registrar is vacant or when the Registrar is, by reason of illness, absence or any other cause, unable to perform the duties of his office, the duties of the office of the Registrar shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

7. Act Statute 1 (4). - (a) The Registrar shall have power to take disciplinary action against such of the employees, excluding teachers of the University and academic staff as may be specified in the orders of the Syndicate and to suspend them pending enquiry, to administer warnings to them or to impose on them the penalty of censure or withholding of increments:

Provided that no such penalty shall be imposed unless the person concerned has been given a reasonable opportunity of showing cause against the action proposed to be taken in regard to him; (b) An appeal shall lie to the Vice-Chancellor against any order of the Registrar imposing of the penalties specified in clause (a); (c) In any case where the inquiry discloses that punishment beyond the powers of the Registrar is called for, the Registrar, shall, upon conclusion of the inquiry, make a report to the Vice-Chancellor along with his recommendations: Provided that an appeal shall lie to the Syndicate against an order of the Vice-Chancellor imposing any penalty; (d) No appeal under clause (b) or clause (c) shall be preferred after the expiry of sixty days from the date on which the order appealed against was received by the appellant.

8. Act Statute 1(5). - The Registrar shall be ex-officio Secretary of the Senate, the Syndicate, the Faculties and the Boards of Studies, but shall not be deemed to be a member of any of these authorities-

(a) to be the custodian of the records, the common seal and such other property of the University as the Syndicate shall commit to his charge; (b) to issue all notices convening meetings of the Senate,

the Syndicate, the Faculties, the Boards of Studies, the Board of Examiners and of any Committee appointed by the authorities of the University;(c)to keep the minutes of all the proceedings of the meetings of the Senate, the Syndicate, the Faculties, the Boards of Studies and of any Committee appointed by the authorities of the University;(d)to conduct the official correspondence of the Syndicate;(e)to supply to the Chancellor, copies of the agenda of the meetings of the authorities of the University as soon as they are issued and the minutes of the proceedings of such meetings, and(f)to exercise such other powers and perform such other duties as maybe specified in the statutes, the ordinances or the regulations or as may be required, from time to time, by the Syndicate or the Vice-Chancellor.

9. Statute 2-Registrar to work under Vice-Chancellor. - In the discharge of his duties, the Registrar shall generally work under the directions of the Vice-Chancellor, and in all matters of an executive nature, he shall take orders of the Vice-Chancellor.

10. Statute 3-Registrar to prepare agenda, attend meetings and prepare the minutes there for. - It shall be the duty of the Registrar to prepare the agenda and to attend the meetings of the Syndicate, Senate, Standing Committee on Academic Affairs, and Faculties and Committee constituted by the above bodies and to prepare the minutes and place them before the Vice-Chancellor or Chairman, Convenor of the authority or body concerned, and to take appropriate action thereon.

In preparing the agenda for the meetings, he shall abide by the instructions of the Vice-Chancellor and get the agenda approved by him. In the case of urgent items to be disposed of in circulation by the Syndicate, he shall take die instructions of the Vice-Chancellor.

11. Statute 4. - It shall be competent for the Vice-Chancellor to assign to the Controller of Examinations or any Deputy Registrar, such administrative duties of the Registrar, as it may deem necessary for the expeditious and proper discharge of business.

12. Statute 5-Salary and allowances of the Registrar. - The Registrar shall be paid a salary in the grade of a University "Professor. His leave and other allowances shall be governed by the rules framed for University employees.

13. Statutes 6-Deputy Registrar. - It shall be competent for the Syndicate to appoint Deputy Registrar, who shall generally assist the Registrar in the discharge of his administrative duties, and carry out such duties as maybe assigned to him by the Syndicate and the Vice-Chancellor. The salary,

conditions of service, leave, etc., shall be such as may be prescribed in the ordinances.

14. Statute 1-Assistant Registrar. - It shall be competent for the Syndicate to appoint Assistant Registrar to generally assist the Registrar in the discharge of his duties. He will discharge such duties as may be assigned to him by the Syndicate and Vice-Chancellor. His salary, conditions of service, leave, etc, shall be such as may be prescribed in the ordinances.

15. Statute 8. - The Deputy Registrar and the Assistant Registrar shall be deemed to be officers of the University in accordance with Section 9 of the Act.

16. Statute 9-Resignation. - The Registrar may, by writing under his and inform the Vice-Chancellor his intention to resign or revert back to his parent department after giving three months notice and it shall be competent for the Syndicate on the recommendation of the Vice-Chancellor to accept his resignation or reversion.

It shall be in the power of the Syndicate to dispense with the services of the Registrar at any time by giving a notice of three months to him and his parent organisation from which he was deputed.

17. Supervisory powers. - Subject to the general direction and control of the Vice-Chancellor, the Registrar shall be in-charge of the Administration of the University office and shall have power to fix and define the functions and duties of the officers and employees of the University with the approval of the Vice-Chancellor, other than those working under the direct supervision of the Controller of Examinations, the Finance and the Public Relations Officer.

18. He shall take all steps for the efficient working of the University office subject to the prior approval of the Vice-Chancellor, prior approval of the Vice-Chancellor.

19. He shall forward application from the non-academic employees belonging to the B, C and D Classes of the University service for appointments outside the University, subject to the Service conditions laid down in the statute and inform the authorities action so taken.

20. The Registrar subject to the immediate direction, control of the Vice-Chancellor, shall carry out his orders and render such assistance as may be required by the Vice-Chancellor in the performance of his official duties.

21. The Registrar shall exercise such other powers as may be authorized by the Vice-Chancellor, from time to time.

Financial Powers

22. He shall call for tenders/quotations for printing reports, minutes, etc., and countersign the comparative statements in consultation with Finance Officer and make recommendations to the Vice-Chancellor for accepting the tenders, quotations or otherwise.

23. He shall sanction expenditure for the printing of reports, minutes, etc., at private presses on the bases of accepted quotations subject to the budget provision.

24. He shall sanction the expenditure on account of bills for printing at the Government press or co-operative press subject to the budget provision.

25. He shall sanction the printing of new forms and registers except the financial transaction of the University.

26. He shall sanction the purchase of service postage stamps up to a limit of Rs. 2,500 at a time.

27. He shall sanction petty item of contingent expenditure up to a Rs.500 on each occasion in the University office under the head "office expenses and miscellaneous".

28. He shall sanction the indents for stationery articles from the University stores or to purchase them from Government or co-operative stores.

29. He shall call for quotations and tenders whenever necessary and prepare comparative statement, scrutinise the quotations and tenders in consultation with the Finance Officer and make recommendations to the Vice-Chancellor for accepting tenders quotations or otherwise.

30. He shall sign contracts and other agreements on behalf of the University under the direction of the Vice-Chancellor or Syndicate.

Chapter VIII

Finance

1. The University shall have a General Fund to which shall be credited-

(a) its income from fees, grants, donations and gifts, if any; (b) any contribution or grant made by the Central Government and State Government, the University Grants Commission by the Government; and (c) Statute 1-Endowments and other receipts. - The funds shall in the main be of two categories, viz, (a) Trust funds, such as endowment funds, provident funds, pension fund, etc.; and (b) University funds, which may be both revenue and capital including grants and contributions.

2. Statute 2. - The University accounts shall be maintained by the Finance Officer, subject to the direction and control of the Vice-Chancellor and the Syndicate. He shall open such accounts and registers as may be prescribed by the Financial and Accounts Rules.

Act S. 28(1)-Annual Accounts. - The annual accounts of the University shall be submitted to such examination and audit as the Government may direct. Act S. 28(2). - The University shall settle objections raised in such audit and carry out such instructions as may be issued by the Government on the audit report.

3. Act S.28.(3). - The accounts when audited shall be published by the Syndicate in such manner as may be prescribed by the ordinances and copies thereof shall be submitted to the Senate at its next meeting and to the Government within three months of such publication.

4. Statute 3. - Financial Estimates. - The financial estimates shall be prepared by the Finance Officer in co-operation with the Registrar, under the directions of the Vice-Chancellor and after consideration by the Finance Committee shall be approved by the Syndicate before the 1st February of each year for the ensuing year.

The budget estimates shall provide under the head "Vice-Chancellor's discretionary fund a sum equivalent to 5 per cent., of the total provision of the Departments. It shall be in the discretion of the Vice-Chancellor to allot funds from this fund to any department that is in dire need of some equipment or material not provided for and which may be needed for carrying on the further stages of research.

5. Statute 4. - Syndicate to incur unforeseen expenditure. - The Syndicate may incur expenditure outside or in excess of the provision made in the budget, as approved by the Finance Committee in case such expenditure is unforeseen and does not involve recurring commitment, and subject also to the condition that it shall be reported to the Finance Committee for ratification. This is outside the Vice-Chancellor's discretionary fund.

6. Statute 5. - No new scheme or project of any kind to be financed either in whole or in part by the University Grants Commission or by the Government or by the University shall be undertaken unless the Finance Committee has accorded its approval. In the case of recurring commitment in regard to such projects, no such commitment shall be made or undertaken unless the State Government or the University Grant Commission grants would be forthcoming for meeting the recurring cost of the scheme or other endowment or funds would meet the cost of such projects permanently.

7. Statute 6. - Pension, Provident Fund for staff. - The University shall institute for the benefit of officers, teachers and servants of the University such scheme of Pension-cum-Gratuity and Provident Fund as the Syndicate may decide. The funds earmarked and invested for such purposes shall deemed to be trust funds, and cannot be applied for any other purposes than those specified in the scheme or diverted for other purposes temporarily.

8. Statute 7. - Writing off irrecoverable stock or moneys. - The Syndicate shall have power to write off irrecoverable balance or loss or shortage of stock occasioned by fraud or neglect of duty by University Officers by servants or otherwise. Such shortage proposed to be written off shall be reported to the Finance Committee.

Chapter IX

The Finance Officer

1. Act S. 15 (1)-Appointment of Finance Officer. - The Finance Officer shall be a whole-time salaried officer of the University appointed by the Syndicate for such period as may be specified by the Syndicate in this behalf and the terms and conditions of service of the Finance Officer shall be such as may be specified in the first statutes.

2. Act S. 15(2). - Every appointment of the Finance Officer shall be made by the Syndicate from out of a panel of three names recommended by the Government.

3. Act Statute 2. (1)-Terms and conditions of service. - The emoluments and other terms and conditions of service of the Finance Officer shall be such as may be prescribed by the ordinances.

The Finance Officer shall retire on attaining the age fifty-eight years or on the expiry of the period specified by the Syndicate under Section 15, whichever is earlier: Provided further that the Finance Officer shall, notwithstanding his attaining age of fifty-eight years, continue in office until his successor is appointed and enters upon his office or until the expiry of a period of one year, whichever is earlier.

2. Act Statute 2(2). - 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 Finance Officer shall be performed by such person as the Vice-Chancellor, may appoint for the purpose.

3. Act Statute 2(3). - The Finance Officer shall be the ex-officio Secretary of the Finance Committee, but shall not be deemed to be a member of such Committee.

3. Statute 1-Functions, Finance estimate, audit, etc. - (1) Subject to the general direction and control of the Vice-Chancellor, the Finance Officer shall be in-charge of the Finance, Accounts and Audit branch of the University.

(2) He shall make all arrangements for the transaction of business for the meeting of the Finance Committee. (3) He shall be responsible for the preparation of the annual accounts, finance estimates and the budget of the University in consultation with the Vice-Chancellor before presenting them to the Finance Committee and to the Syndicate. (4) He shall be responsible for the proper maintenance of the accounts of the University and for making arrangement for the audit and payment of bills presented at the University office. (5) He shall settle objections raised by the Auditor appointed by the Government and carry out after obtaining the approval of the Syndicate such instructions as may be issued by the Government on that audit report. (6) He shall be responsible for publishing the audited accounts so that they may be submitted to the authorities at its next meeting and to the Government within three months of such publication.

4. Statute 2. - The finance Officer shall-

(1)keep a constant watch on the cash and bank balances and of the investments;(2)with the approval of the Vice-Chancellor, invest amount not exceeding rupees one lakh only which shall be reported to the Finance Committee and the Syndicate immediately;(3)hold and manage the property and investments of the University including trusts and endowed property [Act Statute 2(5)(a)];(4)ensure that the limits fixed by the Syndicate for recurring and nonrecurring expenditure for the budget year are not exceeded and that the funds are expended on the purpose for which they are granted or allotted [Act Statute 2(5)(b)];(5)bring to the notice of the Vice-Chancellor any unauthorized expenditure or other financial irregularity and suggest appropriate action to be taken against persons at fault [Act Statute 2(5)(g)];(6)scrutinise every item of new expenditure not provided for in the budget estimate of the University and advise the Vice-Chancellor for appropriate action;(7)realise and receive grants and other moneys due to the University from Central and State Governments, University Grants Commission and other bodies, institutions and individuals;(8)be the custodian and disbursing officer of the University funds and all payments received by him shall be credited to those funds;(9)disburse all salary bills including arrears of salary not exceeding one year, contingent bills like electricity, water, land and municipal tax, phone and other rental bills, recoup permanent advances, payment of all Travelling allowance bills after ensuring that general sanction is received from the competent authorities;(10)make all authorised payments out of the University funds and he shall draw cheques on his own signature;(11)watch the progress of the collection of revenue and advice on the improved methods of collection;(12)the receipt of the Finance Officer or any person or persons duly authorized in this behalf by the Syndicate for any money payable to the University shall be sufficient discharge for the payment of such money. [Act Statute 2(6)].

5. Statute 3-Maintenance of records. - (1) He shall suggest methods of accounting and forms and registers to be maintained for the proper accounting in the University office and in the Departments and Research Centre maintained by the University.

(2)He shall ensure that the Registers of Buildings, Land, Furniture, Equipments, Donors, Endowments and such other registers as required by the Laws of the University are maintained and made up to date and the stock checking is conducted of equipments and other consumable materials in all officers and research centre maintained by the University.(3)He shall call from any office, centre, laboratory and college maintained by the University, any information or returns that he may consider necessary for the performance of his duties [Act statute 2(5)(h)].

6. Statute 4. - Power for sanctioning. - (1) To meet the day-to-day requirements of the Finance section, he shall sanction petty claims of contingent expenditure up to Rs. 500 only at a time.

(2)He shall, after obtaining necessary quotations, in consultation with the Vice-Chancellor, sanction purchases for the Finance section not exceeding rupees two thousand only if such purchases are

urgent and if budgetary provision is available.(3)He shall sanction payment of bills submitted by the Departments of the Government and the co-operative bodies for supplies effected on the basis of orders placed by competent authorities of the University and if there is budget allotment.

7. Statute. 5. - Finance Officer to work under the Vice-Chancellor. - The Finance Officer shall work generally under the supervision of the Vice-Chancellor and shall carry out all his instructions.

8. Statute 6. - Finance Officer to prepare monthly accounts and replies to audit notes. - He shall prepare the monthly accounts of the University and shall produce for audit, which is concurrent, all the registers and accounts and records connected with the various financial transactions. The monthly notes of the audit on the accounts shall be forwarded by him with his remarks and replies thereon to the Registrar who shall bring these to the notice of the Syndicate and communicate the decisions thereon of the Syndicate.

9. Statute 7. - Finance officer also to formulate replies to audit report. - The Finance Officer shall also formulate replies to the annual audit report and place the same before the Finance Committee, and with the remarks of the Committee thereon forward the same to the Registrar for consideration by the Syndicate.

10. Statute 8. - Finance officer to consult Registrar and obtain information. - He shall be responsible for the preparation of annual accounts, financial estimates and the budget of the University in consultation with the Vice-Chancellor before presenting them to the Finance Committee and Syndicate. In the matter of preparation of the financial estimates, he shall consult the Registrar and shall obtain from him the estimate of probable administrative costs, as also the estimates for the year from the Departments and Institutions of the University (towards the end of November preceding the financial year)

11. Statute 9. - Stock verification to be arranged. - In regard to annual stock-verification, he shall report to the Vice-Chancellor in November, of each year the appointment of stock verifiers for various purposes and the Registrar shall place before the Syndicate in December the proposals for consideration. The Syndicate shall appoint stock verifiers for the purpose

and communicate such appointments to the Finance Officer, who shall ensure that the stock verification is conducted before the end of March, or in the case of laboratories and institutions before the end of June. The reports of stock verification shall then be placed before the Syndicate for orders.

Chapter X

Finance Committee

1. Statute 1. - There shall be a Finance Committee constituted by the Syndicate.

2. Act S. 32. (1 to 9) Constitution of Committee. - (1) The Finance Committee shall consist of the following members, namely:-

(i)The Vice-Chancellor;(ii)The Secretary to Government-in-charge of Finance;(iii)The Secretary to Government-in-charge of Education;(iv)Three members nominated by the Syndicate from its members of whom one shall be a Professor and one shall be a person nominated to the Syndicate by the Chancellor.(2)If, for any reason, the officer referred to in clause (ii) or clause (iii) above is unable to attend any meeting of the Finance Committee, he may depute any officer of the Department concerned not lower in rank than that of a Deputy Secretary to Government to attend such meeting. The officer so deputed shall have the right to take part in the discussions of the committee and shall have the right to vote.(3)Vice-Chancellor to be Chairman. - The Vice-Chancellor shall be the ex officio Chairman and the Finance Officer shall be the ex-officio Secretary of the Finance Committee.(4)Term of office. - At the members of the Finance committee, other than the ex-officio member shall hold office for a period of three years.(5)Meetings. - The Finance Committee shall meet at least twice every year to examine the accounts and to scrutinize proposals for expenditure.(6)The annual accounts of the University prepared by the Finance Officer shall be laid before the Finance Committee for consideration and comments and thereafter submitted to the Syndicate for approval.(7)The Finance Committee shall recommend limits for the total recurring expenditure and the total non-recurring expenditure for the year based on the income and resources of the University which in the case of productive works, may include the proceeds of loans.(8)Function of the Committee. - The Finance Committee shall-(a)review the financial position of the University from time to time;(b)make recommendation to the Syndicate on every proposal involving investment or expenditure for which no provision has been made in the annual estimates or which involves expenditure in excess of the amount provided for in the annual financial estimates;(c)prescribe the methods and procedure and forms for maintaining the accounts of the University and colleges;(d)prescribed recommendation to the Syndicate on all matters relating to the finances of the University; and(e)perform such other functions as may be prescribed.(9)Financial Estimates. - The financial estimates of the University prepared by the Finance Officer shall be laid before the Finance Committee for consideration and comments. The said estimates as modified by the Finance Committee, shall, then, be laid before the Syndicate for consideration. The Syndicate may accept the modifications made by the Finance committee.

3. Statute 2. - Convening of meetings of the Finance Committee. - The meeting of the Finance Committee shall be convened by the Vice-Chancellor. The meetings shall, normally, be convened in January to consider the financial estimates, and in July to consider the annual accounts and at such other times as the Vice-Chancellor may consider necessary. A week's notice of the meeting shall ordinarily be given, but the Vice-Chancellor may convene meeting at shorter notice. On all questions coming up for consideration, the majority decision shall prevail. In the event of the Vice-Chancellor shall have a second and casting vote.

4. Statute 3. - Minutes of the meetings. - Minutes of the meetings shall be maintained by the Secretary who shall transmit immediately after such meeting a copy of the minutes to the Registrar, who shall place the same before the Syndicate at its next meeting.

Chapter XI

The Controller of Examinations

1. Act 16. Controller of Examinations Appointment. - The Controller of Examinations shall be a whole-time officer of the University appointed by the Syndicate for such period and on such terms and conditions as may be prescribed.

2. Statute 1. - Mode of appointment. - The Controller of Examinations shall be appointed by the Syndicate on recommendation of a selection committee consisting of Vice-Chancellor as Chairman and two other Syndicate Committee members as members for a period of 3 years. He shall be eligible for appointment for another term of 3 years only by the Syndicate on the specific recommendation of the Vice-Chancellor.

The holder of the post shall be an academic not lower in rank than that of a Professor in college affiliated to a University (or that of a Reader in a University).

3. Statute 2. - Duties of the Controller. - The Controller of Examinations shall have the following duties and responsibilities:-

(i) He shall be entirely responsible for the conduct of all examinations of the University, and for the maintenance of secrecy. (ii) He shall put up to the Syndicate the recommendations of the Boards of

Studies regarding list of persons suitable for appointment of Question Paper- setters in July preceding the year for which papers are to be set.(iii)He shall also put up to the Syndicate the list of persons recommended by the Boards of Studies as suitable for appointment as Examiners in November, each year for the succeeding year.(iv)He shall arrange for the tabulation of the results and their publication after approval by the Vice-Chancellor/Syndicate.(v)He shall also get from each Board Chairman,/a statement of work done by the Examiners, i.e., the number of papers set or valued, together with the absentee statement. Such statement shall be signed or countersigned by the Chairman, and after departmental check, the statements shall be immediately passed on to the Finance Committee for his scrutiny and payment. Such payment shall be made immediately after the publication of results, if not earlier.(vi)The Controller shall also keep a list of papers to be set in the various subjects and courses, and maintain the lists up to date.(vii)The Controller shall also draw up to the time-table for the various examinations, in such a way that no two examinations in the same course of the subject clashes with another, taking note at the same time of expediting the examinations within the minimum period.(viii)He shall also maintain a list of halls and centres suitable for the conduct of the examinations and their capacity; and (ix) Generally to do all other things as are necessary for the smooth conduct of the examinations and for securing the secrecy of the question papers, marks, results, etc.

4. The Controller shall also be the custodian of the records and tabulated results of all examinations and for the issue of marks statements or grade statements, certificates, diplomas and degrees.

5. He shall bring to the notice of the Vice-Chancellor any discrepancy or error that may be noticed in regard to any matter connected with the examination and for the necessary rectification.

6. The malpractices at examinations shall be dealt with by the Controller and all such cases with the reports shall be placed before the Vice-Chancellor.

7. He shall maintain a Register of Matriculates of the University and shall issue extracts therefrom on payment of the prescribed fee. He shall also be responsible for the collection of the prescribed fee for the various examinations and subjects and shall pass on to the Finance Officer the counterfoils of all payment made towards examination fee, etc., by the candidates, immediately after the nominal list for each examination is prepared.

8. He shall be responsible for the registration of candidates for the research degrees and for the evaluation of these by Boards of Examiners appointed by the Syndicate for the purpose.

9. He shall call for tenders/quotations for printing registers, forms, mark sheets, minutes, etc., for Examination Section and countersign the comparative statements in consultation with Finance Officer and make recommendations to the Vice-Chancellor for accepting the tenders/quotations or otherwise.

10. He shall sanction expenditure for purchase of necessary items and printing forms, marks sheets, minutes, etc. on the basis of accepted quotations subject to the budget provision.

11. To meet the day-to-day requirements of the Examinations Section, he shall sanction petty claims of contingent expenditure up to Rs. 500 only at a time.

12. He shall carry out such orders and instruction as may be issued, from time-to-time, by the Vice-Chancellor.

13. The Controller of Examination shall not be eligible for nomination or election as a member of the University authorities.

14. The Controller may, by writing under his hand, inform the Vice-Chancellor his intention to resign or revert back to his parent department after giving three months notice and it shall be competent for the Syndicate on the recommendation of the Vice-Chancellor to accept his resignation or reversion.

It shall be in the power of the Syndicate to dispense with the service of the Controller at any time by giving a notice of three months to him and his parent organisation from which he was deputed.

Chapter XII

Authorities of the University

1. Act S. 17. - Authorities of University. - The authorities of the University shall be-

The Senate;The Syndicate;The Standing Committee on Academic Affairs;The Faculties;The Finance Committee; andThe Boards of Studies,and such other authorities as may be declared by the Statutes to be authorities of the University.

2. Act S. 6. Disqualification for Membership. - (1) No person shall be qualified for nomination or election as a member of any of the authorities of the University, if, on the date of such nomination or election, he/she is-

(a)of unsound mind, a deaf-mute or suffering from leprosy; or(b)an applicant to be adjudicated as an insolvent or an undischarged insolvent; or(c)sentenced by a criminal Court to imprisonment for any offence involving moral turpitude.

2. In case of dispute of doubt, the Syndicate shall determine whether a person is disqualified under sub-section (1) and its decision shall be final.

3. Act S. 7. Disqualification for election or nomination to Senate, Syndicate and Standing Committee on Academic Affairs. - (1) Notwithstanding anything contained in section 20, 23, or 24, no person who has held office as a member for a total period of six years in any one or more of the following authorities of the University or any other University in the State of Tamil Nadu established by or under, any law in force, namely:-

(i)the Senate,(ii)the Syndicate, and(iii)the Standing Committee on Academic Affairs, shall be eligible for election or nomination to any of the said three authorities.Explanation I. - For the purpose of computing the total period of six years referred to in this sub-section, the period of three years during which a person held office in one authority either by election or nomination and the period of three years during which he held office in another authority either by election or nomination shall be taken into account and accordingly such person shall not be eligible for election or nomination to any two of the said three authorities:Provided that, for the purposes of this sub-section, a person who has held office for a period not less than one year in any of the said three authorities in a casual vacancy, shall be deemed to have held office for a period of three years in that authority:Provided further that, for the purposes of this sub-section, if a person was elected or nominated to one authority and such person become a member of another authority by virtue of the membership in the first mentioned authority, the period for which he held office in the first mentioned authority alone shall be taken into account.Explanation II. - For the purpose of this sub-section, the expression "period" shall include the period of office held by any person prior to the 5th July 1984.2. Nothing in sub-section (1) shall have application in respect of-(i)ex-officio members referred to in section 20(a) Class I, but not including members of the Syndicate who are not otherwise members of the Senate referred to in item (13); and(ii)ex-officio members referred to in section 23(2)(a), Class I and section 24(b) Class I.

4. Act S. 47. Filling of casual vacancies. - All casual vacancies among the members (other than ex-officio members) of any authority or other body of the University shall be filled as soon as conveniently may be, by the person or body who or which nominated or elected the member whose place has

become vacant and the person nominated or elected to a casual vacancy shall be a member of such authority or body for the residue of the term for which the person whose place he fills would have been a member:

Provided that vacancies arising by efflux of time among elected members of an authority or other body of the University may be filled at election which may be fixed by the Vice-Chancellor to take place on such days not earlier than two months from the date on which the vacancies arise, as he think fit: Provided further that no casual vacancy shall be filled if such vacancy occurs within six months before the date of the expiry of the term of the member of any authority or other of the University.

5. Act S. 48. Proceedings of authorities and bodies not invalidated by vacancies. - No Act or proceedings of any authority or other body of the University shall be invalidated merely by reason of the existence of any vacancy or of any defect or irregularity in the election or appointment of a member of any authority or other body of the University or of any defect or irregularity in such act or proceedings not affecting the merits of the case or on the ground only that the Senate did not meet twice in any year.

6. Act S. 49. Removal from membership of the University. - (1) The Syndicate may-

(a) remove by an order in writing made in this behalf the name of any person from the register of graduate; or (b) remove by an order in writing made in this behalf any person from membership of any authority of the University by a resolution passed by the majority of the total membership of the Syndicate and by a majority of not less than two-thirds of the member of the Syndicate present and voting at the meeting, if such person has been convicted by a criminal Court for an offence which in the opinion of the Syndicate involves moral turpitude or if he has been guilty of gross misconduct and for the same reason, the Syndicate may withdraw any degree or diploma conferred on, or granted to, that person by the University. (2) The Syndicate may also by an order in writing made in this behalf remove any person from the membership of any authority of the University if he becomes of unsound mind or deaf-mute or suffers from leprosy or has applied to be adjudicated or has been adjudicated as an insolvent. (3) No action under this section shall be taken against any person unless he has been given a reasonable opportunity to show cause against the action proposed to be taken. (4) A copy of every order passed under sub-section (1) or sub-section (2), as the case may be, shall, as soon as may be after it is so passed, be communicated to the person concerned in the manner prescribed by the regulations.

7. Act S. 50. Disputes as to constitution of authorities and bodies. - If any question arises whether any person has been duly elected or nominated as or is entitled to be a member of any authority of the University or other body

of the University, the question shall be referred to the Chancellor whose decision thereon shall be final.

8. Act S. 51. Constitution of Committee. - All the authorities of the University shall have power to constitute or reconstitute committees and to delegate to them such of their powers, as they deem fit. Such Committees shall save as otherwise provided, consist of members of the authority concerned and of such other persons, if any, as the authority in each case may think fit.

9. Act S. 1. - Employees of the University shall not be eligible for election as a member of any of the University authorities except the Professors of the University as provided in Act section 24. Clause 11(3) only.

Chapter XIII

The Senate

1. Act S. 20. Composition of the Senate. - (a) The Senate shall consist of the following persons, namely:-

Class I - Ex-Officio Members(1)The Chancellor;(2)The Pro-Chancellor;(3)The Vice-Chancellor;(4)The Director of Collegiate Education;(5)The Director of School Education (in charge of Higher Secondary Education);(6)The Director of Technical Education;(7)The Director of Medical Education;(8)The Director of Legal Studies;(9)Heads of University Departments of Study and Research;(10)Principals of all affiliated colleges;(11)The Librarian of the University Library;(12)The Director of Physical Education of the University; and(13)Members of the Syndicate who are not otherwise members of the Senate.

Class II - Other Members(1)One member elected by teachers of each affiliated college;(2)One member elected from among themselves by the Secretaries of the College Committee of the private colleges, as defined in the Tamil Nadu Private Colleges (Regulations) Act, 1976 (President's Act 19 of 1976) within the University area;(3)One member elected by Headmaster of Higher Secondary Schools in each revenue district within the University area;(4)Two members elected by registered graduates in each revenue district with in the University area from among themselves;(5)Two members elected by the Member of the Tamil Nadu Legislative Assembly from among themselves, and one member elected by the Members of the Tamil Nadu Legislative [Council] [Now abolished.] from among themselves;(6)Not more than eight member, nominated by the Chancellor representing-(i)recognized Research Institutions;(ii)recognized Cultural Association;(iii)Chambers of Commerce;(iv)Industries;(v)Authors;(vi)Journalists;(vii)Lawyers;(viii)Sports; and(7)Six members nominated by the Pro-Chancellor of whom not less than three shall be nominated to secure the representation of the Scheduled Castes and Scheduled Tribes not otherwise adequately represented.(b)Save as otherwise provided, elected and nominated members of the Senate shall hold office for a period of three years; and such members shall be eligible for election or nomination for

not more than another period of three years: Provided that where a member is elected or nominated to the Senate to a casual vacancy, the period of office held for not less than one year by any such member shall be construed as a full period of three years for the purpose of this clause: Provided further that where an elected or nominated member of the Senate is appointed temporarily to any of the offices by virtue of which he is entitled to be a member of the Senate ex-officio, he shall, by notice, in writing, signed by him and communicated to the Vice-Chancellor within seven days from the date of his taking charge of his appointment, choose whether he will continue to be member of the Senate by virtue of his election or nomination or whether he will vacate office as such member and become a member ex-officio by virtue of his appointment and the choice shall be conclusive. On failure to make such choice, he shall be deemed to have vacated his office as an elected or nominated member. (c) When a person ceases to be a member of the Senate, he shall cease to be a member of any of the authorities of the University of which he may happen to be a member by virtue of his membership of the Senate.

2. Act S. 21. Powers and functions of the Senate. - Subject to the other provisions of the Act, the Senate shall have the following powers and functions, namely:-

(a) to review, from time to time, the broad policies and programmes of the University and to suggest measures for the improvement and development of the University; (b) to advise the Chancellor in respect of any matter, which may be referred to it for advice; and (c) to exercise such other powers and perform such other functions as may be prescribed by the Statutes.

3. Statute 1. - Subject to the provisions of the Act, the Senate shall also-

(a) consider ordinances framed by the Syndicate when submitted to it; (b) consider the regulations framed by the standing committee on Academic Affairs when submitted to it; (c) consider the annual report of the University prepared by the Syndicate; (d) consider the annual accounts of the University when audited and placed before it at its annual meeting; The Resolutions passed by the Senate after considering the matters mentioned in items (a), (b), (c) and (d) above shall be taken note of by the Syndicate and it may take action as it deem fit. The Senate may either accept or reject the proposal contained in the resolution.

4. Act S. 22(1)-Meetings of the Senate. - The Senate shall meet at least twice every year on dates to be fixed by the Vice-Chancellor. One of such meetings shall be called the annual meeting. The Syndicate may also meet at least such other times as it may, from time to time, determine.

Act S. 22(3). - The Vice-Chancellor may, whenever he thinks fit, and shall upon requisition in writing signed by not less than fifty per cent of the total members of the Senate convene a special meeting of the Senate. Statute 2. - Such requisition must be forwarded to the Registrar together with a copy of any resolution or resolutions to be moved at the meeting together with the name of the proposer of each resolution.

5. Statute 3. - Notice of ordinary meeting. - The Registrar shall, under the direction of the Vice-Chancellor, give not less than six weeks notice or the date of an ordinary meeting. Along with the notice of the annual meeting, he shall also send to each member copies of the annual report, and the annual accounts as audited.

6. Statute 4. - Notice of special meeting. - Not less than fifteen days notice shall, ordinarily, be given of a special meeting convened under Law 4, paragraph 2, by the Vice-Chancellor or on a requisition by member of the Senate; but in case of urgency, the Vice-Chancellor may convene a special meeting at shorter notice.

Along with the notice of the meeting, the Registrar shall also send to each member a statement of the business to be transacted at the special meeting convened by the Vice-Chancellor and a copy of the resolution or resolutions with the name of the mover of each resolution to be moved at the special meeting convened on requisition by members.

7. Statute 5. - Date of forwarding resolutions at ordinary meeting. - Any member who wishes to move a resolution at an ordinary meeting shall forward a copy of the resolution to the Registrar so as to reach him not less than thirty clear days before the date of the meeting.

A member who has forwarded a resolution may, by written intimation which shall reach the Registrar not less than two days before the date fixed for the dispatch of the agenda paper withdraw the resolution. The Registrar shall place all such resolutions before the Vice-Chancellor, who shall direct him to include such resolution in the agenda, provided that no resolution shall be admissible which does not comply with the following conditions:-(i)It shall be clearly and precisely expressed and shall raise substantially one definite issue;(ii)It shall not raise issues which do not fall within the powers of the University and the Senate; ,(iii)It shall not contain argument, inferences, ironical expressions or defamatory statements, nor shall it refer to the character or conduct of persons except in their official or public capacity;(iv)It shall not refer to any matter which is under adjudication by a Court of Law.

8. Statute 6. - Business of Special Meeting. - At a special meeting convened by the Vice-Chancellor or his initiative, no business other than that brought forward by the Syndicate or Vice-Chancellor shall be transacted. At a special meeting convened on a requisition by the members, the resolution or resolutions given notice of by members and amendments thereto and such urgent business as may be : brought forward by the Syndicate or the Vice-Chancellor shall alone be ; transacted.

9. Statute 7. - Inclusion of resolutions in agenda paper. - The Registrar shall include in the agenda paper of the meeting all resolution of which due notice has been given, not since been withdrawn in accordance with statute 5 or directed by the Vice-Chancellor not to be included in the agenda under statute 5.

When any resolution is not included in the agenda paper under the direction of the Vice-Chancellor on any of the grounds mentioned in statute 5. above, the Registrar shall intimate the fact to the member stating the objective.

10. Statute 9-Resolutions on ordinance and regulations. - Notwithstanding the notice for resolutions prescribed in statute 5, any member who wishes to move a resolution on any report or statement by the Syndicate included in the agenda paper, or on any ordinance or regulation placed before the Senate under sections 36(2) and 37(2) of the Act and included in the agenda paper may do so by giving notice of the resolution, which shall reach the Registrar not less than nine clear days before the date of meeting, provided that no such notice will be necessary in case of the resolutions relating to urgent business brought forward by the Syndicate or the Vice-Chancellor but not included in the agenda. Regulations of which due notice has been received by the Registrar under this statute shall be included in the amended agenda paper.

11. Statute 9-Date for dispatch of agenda paper. - The Registrar shall, under the direction of the Vice-Chancellor, issue to every member of the Senate an agenda paper, not less than 21 clear days before the date of an ordinary meeting and not less than 15 clear days before the date of a special meeting. The agenda shall specify the date, time and place of the meeting and the business to be brought forward before the meeting. The Syndicate of the Vice-Chancellor may bring any business which in its or his opinion is urgent before any .ordinary or special meeting with shorter notice or without placing the same on the agenda paper. Non-receipt of the agenda by any member shall not invalidate the proceeding.

12. Statute. - 10. Notice of Amendment. - Any member who wishes to move an amendment to a resolution on' the agenda paper of any ordinary or special meeting of the Senate shall forward a copy of the same to the Registrar so as to reach him not less than nine clear days before the day of

the meeting at which the resolution is to be moved:

Provided that in the case of a special meeting convened by the Vice-Chancellor with less than 15 days notice, the Vice-Chancellor may accept amendments on shorter notice

13. Statute 11. - Amended agenda paper. - The Registrar shall, under the direction of the Vice-Chancellor, prepare an amended agenda paper containing all the resolutions and amendments and shall post a copy of it to each member of the Senate not less than three clear days before the date of any meeting, provided that in the case of a special meeting convened by the Vice-Chancellor, the amended agenda paper may sent at shorter interval or may be placed at the meeting.

14. Statute 13-Hours of meeting. - The Senate shall meet at 10.00 a.m. on the day appointed and close at 5.00 p.m. or earlier if all the items in the Agenda are completed on the same day with an interval for Lunch from 1.00 p.m. to 2.00 p.m.:

Provided further that if at the time mentioned for closure, voting is in progress, the meeting shall come to a closure immediately after the voting is completed: Provided further that on occasions of emergency, the Chairman shall have the power to suspend or adjourn the meeting.

15. Statute 13-Chairman of meeting. - The Vice-Chancellor shall preside of all meetings of the Senate, but in the Vice-Chancellor were not present, the members present shall elect a Chairman from among themselves.

16. Act S. 22(2) Quorum. - One third of the total strength of the members of the Senate shall be the quorum required for the meeting of the Senate:

Provided further that such quorum shall not be required at a convocation of the University or a meeting of the Senate, held for the purposes of conferring degrees, titles, diplomas, or other academic distinctions. Statute 14. - If at any time during the progress of a meeting, any member shall call the attention of the Chairman to the number of members present, he shall, within a reasonable time, count the number of members present, and if a quorum be not present, he shall declare the meeting dissolved and shall leave the chair. Such dissolution shall be recorded by the Registrar, and the record shall be signed by the Chairman. If at the time appointed for the commencement of the meeting, the quorum be not present the Vice-Chancellor shall wait for 15 minutes and if within that time the quorum be not present adjourn the meeting to a date and time to be fixed by him.

17. Statute 15. Business at adjourned meeting. - Subject to the provisions of other laws, no business shall be transacted at any adjourned meeting other than the business proposed or left unfinished at the meeting which was adjourned. The Vice-Chancellor or Syndicate may bring any urgent business before the adjourned meeting with or without notice.

When a meeting is adjourned for 15 days or more, not less than ten clear days notice of the adjourned meeting and of the business to be transacted at it shall be given. Save as aforesaid, it shall not be necessary to give any notice of the adjourned meeting or the business to be transacted at the adjourned meeting.

18. Statute 16. Order of business. - The business to be transacted at a meeting of the Senate shall be placed on the agenda paper in the following order:-

(i)Business brought forward by the Syndicate and Vice-Chancellor;(ii)Business brought forward by the Standing Committee on Academic Affairs;(iii)Business brought forward by other University Authorities;(iv)Business brought forward by members of the Senate.

19. Statute 17. Motions without notice. - At any meeting of the Senate, the following resolutions may be moved without previous notice.

(i)At any meeting the Chairman may, without any formal motion permit the correction of clerical or typographical mistakes in notices of motions or in any report or statements or other business placed before the meeting.(ii)Any motion of a complimentary character or condolence nature may without notice, be moved by the Chairman or may also be permitted by the Chairman to be moved without previous notice.(iii)A resolution on any item not included in the agenda, but brought forward by the Syndicate or Vice-Chancellor under Law 17 of this Chapter may also be permitted to be moved without previous notice. But not so as to interrupt a speech.

20. Statute 18. Amendments without previous notice. - At any meeting of the Senate, the following amendments may be moved without previous notice-

1. Amendment to a motion remitting any matter to the Syndicate standing Committee on Academic Affairs, Faculty or Boards of Studies;

2. Amendments to urgent motions brought forward by the Vice-Chancellor or Syndicate at special meetings or at ordinary meetings with less than the prescribed days of notice;

3. Amendments to any resolution or amendment on the agenda paper which in the opinion of the Chairman, have been rendered necessary consequent on any motion already passed by the Senate at the same meeting;

4. Amendments of a purely verbal or formal kind, which in the opinion of the Chairman do not affect the sense or importance of the motion to which they refer;

(ii) Save as permitted in the laws above, no resolution or amendment which is not placed on the agenda paper shall be moved at the meeting. **Motions In General**

21. Statute 19. Form of resolution. - (i) Every resolution to be moved at a meeting shall be affirmative in form and shall begin with the word "Resolved that it be a recommendation to the Syndicate that..."

(ii) Any resolution or amendment standing in the name of member who is absent or who declines to move it may be moved by any other member if permitted by the chair. (iii) Every motion at a meeting must be seconded, otherwise it shall drop. (iv) Any member seconding a resolution may say "I second the motion when a motion has been moved and seconded, the resolution/motion shall be stated from the chair, unless the motion be ruled out of order by the Chairman.

22. Statute 20. - Form of amendments. - (i) Amendments maybe moved at words, time after the motion has been stated from the chair and before it is put to vote. The order in which amendments to a resolution are to be moved shall be determined by the Chairman.

(ii) Amendments to a resolution shall be -(a) by leaving out certain words; (b) by inserting or adding certain words; and (c) by leaving out certain word to insert or add others, which shall be clearly expressed, mentioning the word or words for insertion, deletion, or addition. (iii) No amendments must reduce the original motion to its negative or opposite form. An amendment must be relevant to the resolution to which it is moved and must be so worded that if carried the question as amended would form an intelligible and consistent whole. (iv) An amendment must not be virtually an independent proposition. (v) The mover of a resolution cannot give an amendment to his own resolution.

23. Statute 21. Amendments how taken up. - Not more than one amendment to a resolution shall be before the Senate at one time. If the amendment is negative or disposed of other amendments to the original motion may be moved in the order fixed by the Chairman.

22. Statute 20. - Withdrawal of motions - (a) No motion or amendments shall be withdrawn from the decision of the meeting without its unanimous consent, but this consent shall be presumed if the mover states his wish to withdraw the motion and the Chairman, after an interval during which no dissent is expressed, announces that it is withdrawn

(b) A motion cannot be withdrawn in the absence of the member who moved it. Where an amendment has been proposed to a resolution, the original motion cannot be withdrawn, until the amendment has been first disposed of.

24. Statute 23. Ruling out of under resolution or amendment. - The Chairman may rule a resolution or an amendment out of order at any time before the motion is put to vote.

Procedure On Motions

25. Statute 24. - Procedure on motion on ordinance or regulation. - A motion on an ordinance or regulation placed before the Senate under section 36(2) and section 37(2) of the Act may be for its cancellation or modification. A motion for modification of an ordinance or regulation shall be in the form "that the ordinance or Regulation mentioning it, be modified (followed by the words indicating the modification)".

To a motion for the cancellation of an ordinance or a regulation, an amendment may be moved for its modification. To a motion for the modification of an ordinance or a regulation, an amendment may be moved for its cancellation or for a different modification to the one proposed in the original motion. Speeches

26. Statute 25. When speeches allowed. - A member can speak only when he moves or seconds a motion, except-

(i) when offering a personal explanation, or (ii) when, with the special permission of the chair, making a statement. A member in possession of the meeting can speak before moving any motion which he intends to move, but he shall speak on the motion and shall conclude his speech by finally moving the motion. Except as otherwise provided, a member may not speak more than once on the same motion. A member who has spoken on the main motion may not move or second an amendment to it or a motion under statute 17 (iii) during the debate on the same question; but he may speak to any such new question when moved and seconded by other members, if debate is permissible. A member who has moved or seconded an amendment on a motion under statute 18 may not after such amendment or motion has been disposed of, move or second any other amendment or under statute 18 or speak to the main question; but he may speak or move or second an amendment to any

such motion when moved or seconded by other members if amendment or debate is permissible: Provided that a member may move or second more than one amendment to a main question when the main question relates to the cancellation or modification of ordinance or regulations. A member who complains that his speech has been misunderstood, or that his conduct and character have been impugned in the debate on any question. A member may, with the special permission of the chair, make a statement on any matter arising from the debate on any question.

27. Statute 26. Right of reply. - When the Chairman has ascertained that no other member entitled to address the meeting desires to speak, the mover of the resolution may reply upon the whole debate, provided that the mover of resolution of the kind specified in statute 17, or of an amendment shall have to right to reply. No member shall speak on a question after the mover has made his reply.

28. Statute 27. Duration of speeches. - No speech exceed five minutes in duration by the mover of a resolution or of an amendment, after which the Chairman has the power to make him resume his seat:

Provided further that the Chairman may at his discretion, limit the duration of speeches is on any subject at any stage to a shorter period than that specified above.

29. Statute 28. Order of speeches. - A member who first rises to speak at the conclusion of a speech has the right to be heard. In case of more than one member rising simultaneously, the Chairman shall decide the priority of speaker and shall limit each to not more than 3 minutes of speech.

30. Statute 29. Order of speeches. - The Chairman has the same right of moving or seconding or speaking to a resolution or an amendment as any other member, but he shall vacate the chair while so engaged and the chair shall during such time be taken by a member nominated by him. Without leaving the chair, the Chairman may, however at his discretion or at the request of any member, explain to the meeting the scope of any resolution of amendment or make any statement of any matter arising from, or connected with, the proceedings of the meeting.

31. Statute 30-Personal explanation. - Any member may rise to explain any misconception of expressions used by him. But he shall confine himself strictly to such explanation. Such personal explanation may be offered whilst another member is speaking, only if the member who is speaking gives way

by resuming his seat.

32. Statute 31. Point of order. - Any member shall call the Chairman's attention to a point of order even whilst another member is speaking. But, he shall confine himself to a statement of the point of order and shall not make a speech on such point of order.

No point of order can be raised while the Chairman is taking the votes on a question or taking a poll, except with his permission and only on a matter arising out of or during the vote or poll. The Chairman may deal with the matter immediately, or when the vote or the poll is completed.

33. Statute 32. - When a debate on a resolution is concluded or if there is no debate, the Chairman shall put the motion to the vote by saying "the motion is followed by the words of the resolution" and the Senate shall then vote on the motion. Amendments shall similarly be announced and put to vote.

34. Statute 33. - Decision on questions. - All questions considered at meeting of the Senate shall be decided by a majority of votes of the members present. The Chairman shall be entitled to vote on any question. If the votes be equally divided, the Chairman shall have a casting vote.

35. Statute 34. - Poll. - On a motion being put to vote, the manner in which the vote of the meeting shall be taken shall be left to the discretion of the Chairman. If as soon as the Chairman announces the result of the vote on any motion, any member demands a poll, the same shall be taken. In that case, the vote of each member voting shall be recorded and the names of member who abstain from vote shall be recorded.

General

36. Statute 35. - A member speak to the question under consideration. - The Chairman may direct a member who persists in irrelevance or tedious repetitions either of his own arguments or the arguments used by other members to discontinue his speech.

37. If the Chairman rises, the member speaking or offering to speak must sit down at once.

38. Statute 36. - Powers of Chairman on point of order. - The Chairman shall be the sole judge on any point of order, and may call any member to order and shall have all powers necessary to enforce his decision on all points of order.

39. Statute 37. - Powers of Chairman on point of order. - The Chairman may direct any member whose conduct is, in this opinion, grossly disorderly to withdraw immediately from the meeting and any member so ordered to withdraw shall do so forthwith and absent himself during the remainder of the day's meeting.

40. Statute 38. - Chairman's power to suspend meeting. - The Chairman may in the case of grave disorder arising at a meeting suspend the meeting for a time to be specified by him.

41. Statute 39. - Minutes of the meeting. - The minutes of all proceedings of each meeting of the Senate shall be prepared by the Registrar and be signed by the Chairman of the meeting. The minutes shall record the names of the mover, the seconder and persons participating in the debate on the item and record the decisions thereon. The minutes shall not record the proceedings verbatim, nor a summary of the debates.

The Registrar within a month after a meeting send to each member a copy of the minutes of that meeting by post.

42. Statute 40. - Exception of correctness of minutes. - If no exception or taken by any member who was present at the meeting to the correctness of the minutes within seven days of the minutes, they shall be deemed to be correct.

If exception be taken within the time aforesaid by means of a letter addressed to the Registrar definitely specifying the points which require correction in the minutes, the minutes shall be brought forward by the Syndicate at the next meeting of the Senate for confirmation or correction by such of the members as were present at the meeting to which the minutes relate, and the business in question was transacted to which objections have been raised.

Chapter XIV

The Syndicate

1. S. 24(b)-Constitution. - The Syndicate shall, in addition to the Vice-Chancellor, consist of the following persons, namely:-

Class I - Ex-Officio Members(1)The Secretary to Government, in-charge of Education;(2)The Director of Collegiate Education;(3)The Director of Technical Education;(4)The Director of Medical Education;Class II-Other Members(1)Two members elected by Principals of affiliated colleges from among themselves in accordance with the system of proportional representation by means of a single transferable vote;(2)Two members elected by teachers who are members of colleges, other than Principals, from among themselves who are members of the Senate in accordance with the system of proportional representation by means of a single transferable vote. Explanation. - For the purpose of this item, "teachers" shall mean those teachers elected to the Syndicate, by the teachers of the affiliated colleges from among themselves;(3)One University Professor for every ten Heads of Departments of Study and Research, Schools of Excellence or Centre of Advanced Studies or part thereof, to be nominated by rotation among such departments, school and centre by the Chancellor on the recommendation of the Vice-Chancellor;(4)One member, not falling under any of the above three categories, elected by the Senate from among its members;(5)Three members from among the Academic Experts to be nominated by the Chancellor;(6)One University Reader to be nominated by the Vice-Chancellor by rotation according to seniority; and(7)One University Lecturer to be nominated by the Vice-Chancellor by rotation according to seniority;Act S. 24(c). - The Vice-Chancellor shall be ex-officio Chairman of the Syndicate.Act S. 25(d). - In case the Secretary to Government, Education Department is unable to attend the meeting of the Syndicate for any reason, he may depute any officer of his department not lower in rank than that of a Deputy Secretary to Government to attend the meetings.Act S. 24(a). - Save as otherwise provided, the members of the Syndicate other than the ex-officio members shall hold for a period of three years and such members shall be eligible for election or nomination for not more than another period of three years:Provided that where a member is elected or nominated to the Syndicate to a casual vacancy, the period of office held for not less than one year by any such member shall be construed as a full period of three years for the purposes of this clause:Provided further that where an elected or nominated member of the Syndicate is appointed temporarily to any of the offices by virtue of which he is entitled to be a member of the Syndicate ex-officio, he shall by notice in writing signed by him and communicated to the Vice-Chancellor within seven days from the date of his taking charge of his appointment, choose whether he will continue to be member of the Syndicate by virtue of his election or nomination or whether he will vacate office as such member and become a member ex-officio by virtue of his appointment and the choice shall be conclusive. On failure to make such choice, he shall be deemed to have vacated his office as an elected or nominated member.Act S. 24(f). - When a person ceases to be a member of the Syndicate, he shall cease to be a member of any of the authorities of the University of which he may happen to be a member by virtue of his membership of the Syndicate.Act S. 24(g). - The members of the Syndicate shall not be entitled to receive any remuneration from the University except such daily and travelling allowances as may be prescribed:Provided that nothing contained in this clause shall preclude any member from drawing his normal emoluments to which he is entitled by virtue of the office he holds.Act S. 24(h). - A member of the Syndicate, other than ex-officio member, may render resignation of his membership at any time before the term of his office expires. Such resignation shall be conveyed to the Chancellor by a letter in writing by the members and the resignation shall take effect from the date

of its acceptance by the Chancellor. Act S. 25. Powers of the Syndicate. - The Syndicate shall have the following powers, namely:-(a)(1) to make statutes and amend or repeal the statutes except the first statutes;(2)to make ordinances and amend or repeal the same;(3)to co-operate with other Universities, other academic authorities and colleges in such manner and for such purposes as it may determine;(4)to provide for instruction and training in such branches of learning as it may think fit;(5)to prescribe for the conditions for approving colleges or institutions in which provision is made for the preparation of students for titles or diplomas of the University and to withdraw such approval;(6)to provide for research and advancement and dissemination of knowledge;(7)to institute Lecturerships, Readerships, Professorships and any other teaching posts required by the University;(8)to prescribe the conditions for affiliating Colleges to the University and to withdraw affiliation from Colleges;(9)to prescribe the manner in which and the conditions subject to which a college may be designated as an autonomous college and such designation may be cancelled;(10)to provide such lectures and instructions for students of University colleges, affiliated Colleges and approved colleges as the Senate may determine and also to provide for lectures and instructions to persons not being students of colleges and to grant diplomas to them;(11)to institute degrees, titles, diplomas and other academic distinctions;(12)to confer degrees, titles, diplomas and other academic distinctions on person who-(a)shall have pursued an approved course of study in University college or laboratory or in an affiliated or approved college or have been exempted therefrom in the manner prescribed and shall have passed the prescribed examinations of the University;(b)shall have carried on research under conditions prescribed;(13)to confer honorary degrees or other distinctions on the recommendations of not less than two-thirds of the members of the Syndicate;(14)to establish and maintain hostels-(15)to institute Fellowships, Travelling Fellowships, Scholarships, Studentships, Bursaries, Exhibitions, Medals and Prizes;(16)to prescribe the fees to be charged for the approval and affiliation of colleges for admissions to the examinations. Degrees and diplomas of the University, for the registration of graduates, for the renewal of such registration and for all or any of the purposes specified in Section 4;(17)to consider and take such action as it may deem fit on the annual report, the annual accounts and the financial estimates;(18)to institute a University Extension Board and to maintain it;(19)to institute a publication bureau, students union, employment bureau and University athletic clubs to maintain them;(20)to enter into any agreement with the Central or any State Government or with a private management for assuming the management of any institution and for taking over its properties and libraries or for any other purposes not repugnant to the provision of this Act;(21)to make statutes regulating the method of election to the authorities of the University and the procedure at the meeting of the Senate, Syndicate and other authorities of the University and the quorum of members required for the transaction of business by the authorities of the University other than the Senate;(22)to recommend to the Government the recognition of an area within the University area as University centre;(23)to hold control and administer the properties and funds of the University;(24)to direct the form, custody and use of the common seal of the University;(25)to regulate and determine all matters concerning the University in accordance with the Act, the Statutes, the ordinances and the regulations;(26)to administer all properties and funds placed at the disposal of the University for specific purposes;(27)(a)to appoint University Lecturers, University Readers, University Professors and the teachers of the University, to fix the emoluments, if any, define their duties and the conditions of their service and provide for filling up of temporary vacancies;(b)to make ordinances specifying the mode of appointment by administrative and other similar posts and fixing then

emoluments, if any, define their duties and the conditions of their service and provide for filling up of temporary vacancies;(28)to suspend and dismiss the University Lecturers, University Readers, University Professors and the teachers and other employees of the University;(29)to accept, on behalf of the University, endowments, bequests, donations, grants and transfers of any movable and immovable properties made to it:Provided that all such endowments, bequests, donations, grants and transfers shall be reported to the Senate at the next meeting;(30)(i)to raise, on behalf of the University, loans from the Central or any State Government or the public or any corporation owned or controlled by the Central or State Government;(ii)to borrow money with the approval of the Government on the security of the property of the University for the purpose of the University;(31)to affiliate college within the University area to the University and to recognize Colleges as approved colleges;(32)to designate any college as an autonomous College with the concurrence of the Government and to cancel such designation;(33)to recognize hostels not maintained by the University and to suspend or withdraw recognition of any hostel which is not conducted in accordance with the Ordinances and the conditions imposed thereunder;(34)to arrange for and direct the inspection of all University college, affiliated and approved colleges and hostels;(35)to prescribe the qualifications of teachers in University colleges, affiliated and approved colleges and hostels;(36)to award fellowships, travelling fellowships, scholarships, studentships, bursaries, exhibitions, medals and prizes in accordance with the Statutes;(37)to charge and collect such fees as may be prescribed;(38)to conduct University Examination and approve and publish results thereof;(39)to make ordinances regarding the admission of students to the University prescribing examinations to be recognized as equivalent to University examinations;(40)to appoint members to the Board of Studies;(41)(i)to appoint Examiners, after consideration of the recommendation of the Boards of Studies; and(ii)to fix their remuneration;(42)to supervise and control the residence and discipline of the students of the University and make arrangements through the colleges for securing their health and well being;(43)to institute and manage University centres, University colleges and Laboratories, Libraries, Museums, institutes of research and other institutions established or maintained by the University;(44)to manage hostels instituted by the University;(45)to regulate the working of the University Extension Board;(46)to manage any publication bureau, students' union, employment bureau and University athletic clubs instituted by the University;(47)to review the instruction and teaching of the University;(48)to promote research within the University and to require reports, from time to time, of such research;(49)to exercise such other powers and perform such other duties as may be conferred or imposed on it by this Act or the statutes, ordinances or regulations; and(50)to delegate any of its powers to the Vice-Chancellor or to: committee from among its own members or to a committed appointed in accordance with the statutes.Act S. 25 - (b) The Syndicate may consult the Standing Committee on Academic Affairs in respect of any academic matter, where it considers such consultation is necessary.

3. Statute 1. - (1) Subject, to the provisions in the Laws, the Syndicate shall tab cognizance of any misconduct or malpractice by any student in a college,oi in a hostel or approved lodging; or by any who seeks admission to a University course of study; or by a candidate for any University examination for a certificate, title or diploma or for any degree brought to its notice by any officer of the Department of Education of any State or any

member of any authority of the University or by a Chief Superintendent/Invigilator at any University Examination or Chairman of the Board of Examiners and to punish such misconduct by exclusion of such student from any course of study in a college or University Department or from any University examination or from any convocation for conferring degrees, either permanently or for a specified period or by the cancellation of the University examination for which he appeared or by the deprivation of any University scholarship held by him or by cancellation of any University certificate, diploma or degree or prize or medal gained fraudulently.

(2)The Syndicate shall also take cognizance of any malpractice indulged in by any member of the staff of the University or college or by any Superintendent at examinations or by any Examiner and take appropriate action thereon.(3)Subject to the provisions in the Laws, the Syndicate has the power to dispense with a strict compliance with the laws of the University with reference to the time, place and manner of examination hours of transaction of business in the office of the Registrar, the date for payment of examination fees or fees for convocations, for submission of applications for examinations and the convocations, and of attendance certificate, the recognition of examination, and exemption from the production of attendance certificates, submission of theses for research degrees, applications for certificates of having passed the examination, application for affiliation or approval of colleges in subjects or courses in which no college is already affiliated or approved, provided that any such resolution of the Syndicate passed in reference to such departure from the prescribed procedure shall be reported to the Senate at its next meeting.(4)Notwithstanding anything contained in the Laws of the University, it shall be competent of the Syndicate in the case of foreign nationals or Indian Nationals whose Part I Language is other than the one offered by the University, the Vice-Chancellor may take such decision as necessary and fit on individual merits. Such decision shall be reported to the Standing Committee on Academic Affairs.

4. Act S. 49. Removal from membership of the University. - (1) The Syndicate may-

(a)on the recommendation of not less than two-thirds of the members of the Syndicate, remove by an order in writing made in this behalf the name of any person from the Registrar of graduates; and(b)remove by an order in writing made in this behalf any person from membership of any authority of the University by a resolution passed by a majority of the total membership of the Syndicate and by a majority of not less than two-thirds of the members of the Syndicate present and voting at the meeting, if such person has been convicted by a criminal Court for an offence which in the opinion of the Syndicate involves moral turpitude or if he has been guilty of gross misconduct and for the same reason the Syndicate may withdraw any degree or diploma conferred on, or granted to, the person by the University.(2)The Syndicate may also by an order in writing made in this behalf, remove any person from the membership of any authority of the University if he becomes of unsound mind or deaf-mute or suffers from leprosy or has applied to be adjudicated or has been adjudicated as an insolvent.(3)No action under this section shall be taken against any

person unless he has been given a reasonable opportunity to show cause against the action proposed to be taken.(4)A copy of every order passed under sub-section (1) or sub-section (T), as the case may be, shall, as soon as may be after it is so passed, be communicated to the person concerned the manner prescribed by regulations.

5. S. 63. - Report on affiliated colleges. - The Syndicate shall, at the end of every three years from the notified date, submit a report to the Government on the condition of affiliated and approved colleges within the University area. The Government shall take such action on it, as they deem fit.

(1)S. 26. - Meeting of the Syndicate shall meet at such times and places and shall, subject to the provisions of sub-section, (2) and (3) observe such rules of procedure in regard to transaction of business at its meetings including the quorum at meeting as may be prescribed:Provided that the Syndicate shall meet at least once in every three months.(2)The Vice-Chancellor or in his absence any member chosen by the members present, shall preside at a meeting of the Syndicate.(3)All questions at any meeting of the Syndicate shall be decided by a majority of the votes of the member present and voting and in the case of an equality of votes, the Vice-Chancellor or the member presiding, as the case may be, shall have and exercise a second or casting vote.(4)(a)The Syndicate may, for purpose of consultation, invite any person having special knowledge or practical experience in any subject under consideration to attend any meeting. Such person may speak in, and otherwise take part in, the proceedings of such meetings, but shall not be entitled to vote;(b)The person so invited shall be entitled to such daily and travelling allowances as are admissible to a member of the Syndicate.(6)Statute 2. Vice-Chancellor to convene meetings. - The Vice-Chancellor shall convene all meetings of the Syndicate, and the Registrar shall issue, under the direction of the Vice-Chancellor, a notice of meeting to each member of the Syndicate specifying the date, time and place of the meeting. Ordinarily a week's notice shall be given for meetings.(a)The Vice-Chancellor may convene meetings at short notice.

7. Statute 3. - Quorum. - Five members shall constitute the quorum for the meeting.

8. Statute 4. Agenda for the meeting. - The items for consideration by the Syndicate shall be put up by the Registrar with the files and notes thereon wherever necessary. The Vice-Chancellor shall peruse the items and mark such of the items as he considers may be put up at the meeting.

The Registrar shall then have the marked items typed and send the Agenda to each member of the Syndicate along with the notice, or as soon as convenient before the meeting.Any item or items that may arise after the issue of the first agenda, which the Vice-Chancellor considers urgent and may be disposed of at the meeting shall be included in a supplementary agenda or agendas and sent to members or may be placed at the meeting.

9. Statute. 5. Circulation of papers. - The Syndicate agenda and papers shall be circulated in a sealed cover to the local members of the Syndicate for perusal before the date of the meeting. While members from the outstation shall have the opportunity of perusing the files and papers only at the Registrar's office on the date of the meeting.

10. Statute. 6. Minutes of the meeting. - The Registrar shall prepare the minutes of all meetings of the Syndicate and put them up for the Vice-Chancellor's approval within a week of the date of the meeting. The minutes as approved by the Vice-Chancellor shall be sent before the next meeting:

Provided that the minutes relating to confidential matters such as appointment of Examiners, etc., shall not be entered with the minutes, but a star-mark shall be placed against the item number with the word "confidential" The "confidential" part of the minutes shall be prepared separately, and filed and incorporated in the bound volumes kept for reference by Syndicate members.

11. Statute 7. Items to be disposed of in circulation. - The Syndicate may also transact business in circulation. In respect of items of a routine nature or of a minor character, or when a decision on an item has to be taken urgently, the Vice-Chancellor may place such items in circulation with his orders thereon in the margin. Such circulation paper with the Vice-Chancellor's orders along with the files shall be circulated to the local members of the Syndicate in a sealed cover and stenciled copies may be sent to the outstation members by post. Where a member makes any adverse remark against an item or does not concur with the orders of the Vice-Chancellor, the subject shall be brought up at the next meeting of the Syndicate. In the case of an emergent item, the Vice-Chancellor may, if he considers necessary, also direct that the majority decision shall be taken as the decision of the Syndicate, and action may be taken in accordance with the decision. Decisions taken in circulation shall be put in proper form and incorporated in the minutes of the Syndicate.

12. Act S. 27. Annual report. - The annual report of the University shall be prepared by the Syndicate and shall be submitted to the Senate on or before such date as may be prescribed by the statutes and shall be considered by the Senate at its next-annual meeting. The Senate may pass resolution thereon and communicate the same to the Syndicate which shall take action in accordance therewith. The Syndicate shall inform the Senate of the action

taken by it. A copy of the report with a copy of the resolution thereon, if any, of the Senate shall be submitted to the Government for information.

13. Act S. 28. Annual accounts. - (1) The annual accounts of the University shall be submitted to such examination and audit as the Government may direct.

(2)The University shall settle objections raised in such audit and carry out such instructions as may be issued by the Government on the audit report.(3)The account when audited shall be published by the Syndicate in such manner as may be prescribed by the ordinances and copies thereof be submitted to its next meeting and to the Government within three months of such publication.

14. Statute 8. Finance Estimates. - The financial estimates of the University shall be prepared by the Finance Officer in accordance with such instructions as may be issued by the Vice-Chancellor, and such estimates may be placed before the Finance Committee before the end of January of each year. The Syndicate shall consider at its February meeting, the said estimates modified by the Finance Committee, and may accept the modifications made by the committee. The budget estimates as approved by the Syndicate shall be deemed to be final.

15. The Syndicate shall take action as it deem fit on any resolution by the Senate with regard to any matter coming within its purview or on an ordinance or regulation placed before it. The Syndicate may accept or reject the recommendation and shall inform the members of the action taken.

Chapter XV

The Planning Board

1. Act S. 18. - The Planning Board. - (1) There shall be constituted a Planning Board of the University which shall advice generally on the planning and development of the University and keep under review the standard of education and research in the University.

(2)The constitution of the Planning Board and the manner of appointment of its members shall be such as may be specified in the first statutes.

2. Statute 3. Constitution of Planning Board. - (1) The Planning Board shall consist of the following members, namely:-

(i)The Vice-Chancellor, who shall be the Chairman of the Board; and(ii)not more than eight persons of high academic standing.(2)The members of the Planning Board shall be appointed by the Chancellor and shall hold office for such period as he may determine.(3)The Planning Board shall, in addition to all other powers vested in it by this Act, have the right to advice the Syndicate and the standing committee on Academic Affairs on any academic matter.

Chapter XVI

Elections to the Authorities of the University Statutes

A. General rules applicable to all elections under the act.Statute 1. Vice-Chancellor to direct the holding of elections-

1. Except as otherwise provided in the Laws, the Vice-Chancellor shall direct the holding of all elections and shall have powers-

(a)to fix the date of elections;(b)to determine the form of notice, nomination, letter of intimation, declaration paper, ballot paper and cover and envelope for any election;(c)to decide the validity or invalidity of each ballot paper or of each vole recorded;(d)to declare the result of each election; and(e)to delegate the power to the Returning Officer to decide the validity or invalidity of each ballot paper or of each vote recorded and to declare the results of each election:Provided that, in the case of elections enumerated in statute 7 of this Chapter the officer holding the election shall, subject to the provisions of statute 10, exercise the power under (a), (c) and (d) above.The decision of the Vice-Chancellor or the officers named in statute 7 or the Returning Officer to whom the power has been delegated shall, subject to the provisions in section 50 of the Act, be final:Provided also that it shall be competent for the Vice-Chancellor when any emergency arises (1) to assume the powers of the Returning Officer and function as such either by himself or by deputing any other person when in the course of the conduct of any election, the Returning Officer cannot carry out his duties, and (2) to postpone the date or dates fixed in the program for transaction of business connected with the elections at any intermediate stage. The Vice-Chancellor shall record his reasons for so acting.

2. Act S. 50. - Disputes as to constitutions of University Authorities and Bodies. - If any question arises whether any person has been duly elected or nominated as or is entitled to be a member of any authority of the University or other body of the University, the question shall be referred to the Chancellor whose decision thereon shall be final.

3. Act S. 47. - Filling up of casual vacancies. - All casual vacancies among the members (other than ex-officio member) of any authority or other body of the University shall be filled as soon as conveniently may be by the person or body who or which nominated or elected a member whose place has become vacant and the person nominated or elected to a casual vacancy shall be a member of such authority or body for the residue of the term for which the person whose place he fills would have been a member:

Provided further that the vacancies arising by efflux of time among elected members of any authority or other body of the University may be filled at elections which may be fixed by the ex-officio to take place on such days not earlier than two months from the date on which the vacancies arise, as he thinks fit: Provided further that no casual vacancy shall be filled if such vacancy occurs within six months before the date of the expiry of the term of the members of any authority or other body of the University.

4. Statute. 2. Election not invalid by reason of vacancies in electorate. - No election to an authority of the University shall be invalid by reason by any vacancy among the persons entitled to vote at such election, or of the loss during transmission of any notice or ballot paper.

5. Act Statute. 48. - Proceedings of the University Authorities and Bodies not invalidated by vacancies. - No act or proceeding of any authority or other body of the University shall be invalidate merely by reason of the existence of any vacancy or of any defect or irregularity in the election or appointment of a member of any authority or other body of the University of or any defect or irregularity in such act or proceeding not affecting the merits of the case or on the ground only that the Senate did not meet twice in any year.

6. Statute 3. - Date from which elections take effect. - The results of all elections shall be published in the Tamil Nadu Government Gazette. - Elections shall take effect in case of anticipatory elections from the date of the occurrence of the vacancy and in other cases, from the date of declaration of the result of the election.

7. Statute 4. - Objections to elections shall be made in writing and shall be forwarded to the Vice-Chancellor so as to reach him within seven clear days after the, declaration of the result of the election.

8. Statute S. - Preservation of election paper. - The ballot papers, together with the declaration papers, of the each election shall be preserved in the University office or the office of the officer referred to in statute 7, as the case may be, for a period of three months after the date of the election, or if any question arises to the election, until it is disposed of.

9. Act S. 7. - Disqualification for election or nomination to Senate, Syndicate and Standing Committee on Academic Affairs. - (a) Notwithstanding anything contained in Section 20, 23, or 24, no person who has held office as a member for a total period of six years in any one or more of the following authorities of the University or any other University in the State of Tamil Nadu established by, or under, any law in force, namely:-

(i)the Senate;(ii)the Syndicate; and(iii)the Standing Committee on Academic Affairs shall be eligible for election or nomination to any of the said three authorities.Explanation 1. - For the purpose of computing the total period of six years referred to in this sub-section, the period of three years during which a person held office in one authority either by election or nomination and the period of three years during which he held office in another authority either by election or nomination shall be taken into account and accordingly such person shall not be eligible for election or nomination to any two of the said three authorities:Provided that for the purpose of this sub-section, a person who has held office for a period not less than one year in any of the said three authorities in a casual vacancy, shall be deemed to have held office for a period of three years in that authority:Provided further that, for the purpose of this sub-section, if a person was elected or nominated to one authority and such person become a member of another authority by virtue of the membership in the first mentioned authority, the period for which he held office in the first mentioned authority along shall be taken into account.Explanation II. - For the purpose of this sub-section, the expression elude the period of office held by any person prior to the 5th July 1984.(2)Notwithstanding in sub-section (1) shall have application in respect of-(i)ex-officio members referred to in section 20(a), Class I, but not including members of the Syndicate who are not otherwise members of the Senate referred to in item (13); and(ii)ex-officio members referred to in section 23(2) (a), class I and section 24 (b), Class I.(b)Statute 6. - For purpose of verification as stated above, the Registrar shall maintain a permanent register of elected members of (a) the Senate (b) the Syndicate and (c) the Standing Committee on Academic Affairs. The names of the candidates shall be arranged in alphabetical order and sufficient space shall be left after each candidate to show the period for which an elected member has been elected to the Senate or the Syndicate or the standing committee on Academic Affairs, as the case any be.B. Elections conducted by agencies other than the University

10. Statute 7. - Elections to be conducted by specified persons. - (a) In the case of the elections enumerated below, the Vice-Chancellor shall direct the holding of the elections within a date specified by him, and the officers

referred to in the fourth column below who are designated as Returning officers shall thereupon hold the election in accordance with statutes 18 to 29,31,32 and 33 or as otherwise provided for in this Chapter and shall exercise the powers and perform the duties of the Vice-Chancellor and the Registrar under the above mentioned statute and the proviso to statute 1.

Name of Electorate	Number of persons to be elected	University Authority to which elected	Official to hold the election
(1)	(2)	(3)	(4)
1.[Tamil Nadu Legislative Council] [Now abolished.].	1	Senate	Secretary to the Legislative Council.
2. Tamil Nadu Legislative Assembly.	2	Senate	Secretary to the Legislative Assembly.
3. Teachers of Colleges.	1 from each College	Senate	Principal of the College Concerned.
4. Headmasters of Higher Secondary School.	1 from each Revenue District.	Senate	Director of School Education or a person authorized by him not below the rank of Chief Educational Officer.

(b)Notwithstanding anything contained in these statutes, the election to the Senate by the Tamil Nadu Legislative Assembly shall be conducted by the Secretary of the Assembly and the election to the Senate by the [Tamil Nadu Legislative Council] [Now abolished.] by the Secretary of the Council. The election shall be so conducted by the Secretary of the Assembly or the Secretary of the Council in accordance with such directions as the Speaker of the Legislative Assembly or, as the case may be, the Chairman of the Legislative Council may, from time to time.(c)The Returning Officer may, for sufficient cause, with the previous consent of the Vice-Chancellor, postpone the dates fixed in the programme for publication of final list of valid nominations, for dispatch ballot papers, poll or for scrutiny and counting of votes, when at any intermediate stage of an election, any objection Or any question is raised which necessitates the postponement of the programme.C. Elections conducted by the University(c)Electoral Rolls.(i)Register of Graduates.

11. Registration of graduates. - (1) On and after the notified date, every person ordinarily resident within the University area, who-

(i)has been for at least three years a graduate of the University in the territory of India; or(ii)is a registered graduate of any University in the territory of India, shall be entitled to have his name entered in the register of graduates maintained under this Act for a period of five years on payment of such fee and subject to such conditions as may be prescribed by the statutes.(2)All application for registration under sub-section (1) shall be sent to the Registrar together with the prescribed fee and such proof of qualifications as may be prescribed by the statutes.(3)The Registrar shall, on receipt of an application made under sub-section (2) and after making such enquiry as he deems fit, enter in

the register of graduates the name of the applicant.(4)Every person whose name has been entered in the register of graduates under sub-section (3) shall be entitled to have such entry renewed every five years on application made in that behalf to the Registrar within such manner and on payment of such fee as may be prescribed by the statutes.(5)Statute 8. - Conditions of registration. - (i) A graduate seeking enrollment should ordinarily be resident within the University area, i.e., within the Revenue Districts of Coimbatore, the Nilgiris and [Periyar] [Now Erode district.].(ii)He shall apply in the prescribed form to the Registrar for enrollment together with a fee of Rs. 12.(iii)He shall, with the application, produce evidence (a) of his having qualified for a Degree from a statutory University in the territory of India, and (b) of being ordinarily resident within the University area as prescribed above. The evidence of residence shall be in the nature of a certificate from an officer of the Revenue Department not lower in rank than that of a Tahsildar or from a Gazetted officer.(6)Statute 9-Scrutiny of applications and registration. - All applications for registration shall be made to the Registrar in the form prescribed together with the proofs of qualification, and or residence as stated above. The Registrar, on receipt of the application shall make such enquiries as he deems fit and enroll the graduates in the register on satisfactory fulfillment of the conditions, for a period of five years. Such registration shall ordinarily take effect from the 1st April or the 1st October following, and the term of five years shall be reckoned from such date. The Registrar shall, on registration, post to each registered graduate an enrollment card, giving his number, date and district and period of registration.(7)Statute 10-Change of address notice. - A graduate who was registered shall notify the Registrar any change of address of his residence immediately.A graduate who changes his residence to a place outside the University area shall have his name elected from the Registrar of graduates, and any graduate shall be entitled to have his name retained in the Registrar only so long as he is ordinarily resident within the University area.(8)Statute 11-Eligibility for election. - Graduates who are enrolled at least two months prior to the date of election shall only be eligible to participate in an election, provided that on the occasion of the first election held under the Act all those who register before such date as may be fixed in the notification for registration of graduates shall be eligible to participate in the election.(9)Statute 12-Renewal of registration. - At the expiry of the five-year period, the names of the registered graduate who do not apply for continuance thereon shall be elected from the Registrar. Applications for renewal shall be made in the prescribed form and shall be forwarded to the Registrar with a certificate of continued residence in the University area as (prescribed above, together with a renewal fee of Rs. 5 and shall be sent by registered post acknowledgment due in an envelope superscribed "Application for Renewal of Registration" on the left hand comer. Any application not sent in a cover superscribed as stated above by registered post, acknowledgement due, or not delivered in person will not be accepted. Graduates who have so renewed shall be eligible to participate in the election from the date of renewal.(10)Statute 13. - Annual revision. - The Register of Graduates shall be revised every year on the 1st October. Graduates may notify before the 31st March preceding, any change in their address or any information relating to any change of residence or demise of any registered graduates.Any omission or error in the register of graduates shall not by itself vitiate any election.Any registered graduate shall be entitled to peruse the list of the Registered graduates in the office by previous appointment with the Registrar.

11. Statute 14. - Supply of copy of Register of Graduates. - He shall also be entitled to receive a copy of the list on payment of a sum Rs. 50.

The list of registered graduates shall be maintained district-wise, arranged in the alphabetical order in respect of each district.(ii)Register of Headmaster of Recognised Higher Secondary Schools in each Revenue district and Secretaries of Private Colleges, Teachers of Affiliated Colleges.

12. Statute 15. - Register of Headmasters. - The Registrar shall maintain for each district a register showing the name and addresses of Headmasters of complete Higher Secondary Schools, recognized by the Government of Tamil Nadu. For purpose of preparing such register, a notification both in Tamil and English shall be sent calling the Headmasters to send the necessary application to the Registrar duly certified by the Chief Educational Officer/District Educational Officer. There shall not be less than twenty days of the intervening period between the date of notification and last date for receipt of application in the prescribed form.

(iii)Register of Teachers of Affiliated Colleges.(iv)Register of Secretaries of Private Colleges as defined in the Tamil Nadu Private College (Regulation) Act, 1976 (President's Act... of 1976). These Registers shall be corrected in July each year and kept them up to date.(b)Conduct of Elections.

13. Statute 16-Registrar to conduct elections. - The Vice-Chancellor may direct the Registrar to do all things necessary for the conduct of all elections conducted by the University.

The Vice-Chancellor may also delegate in writing the powers connected with the conduct of elections of the University to the Registrar, who shall act as Returning Officer for such elections.

14. Statute 17. Notification of the vacancy. - If any vacancy occurs or is about to occur by efflux of time, among the members of any University authority which has to be filled up by an election conducted by the University, a notification of the fact shall be published in the Tamil Nadu Government Gazette.

15. Statute 18. Method of voting for election. - Save as otherwise provided to all elections under the Act, the envelopes in the ballot box on the day of the poll shall be adopted except in regard to the elections enumerated below:-

(1)Two members elected by the Principals of affiliated colleges from among themselves in accordance with the system of proportional representation by means of the single transferable

vote;(2)Two members selected by Teachers of affiliated colleges other than Principals from among themselves who are members of the Senate in accordance with the system of proportional representation by means of the single transferable vote.Explanation. - For the purpose of this item, "Teachers" shall mean those teachers elected to the Senate by the teachers of the affiliated colleges from among themselves.Such elections shall be conducted as follows:-(1)Direct polling shall take place by secret ballot on the date of the ordinary meeting of the Senate in the case of the members referred in Act S. 24. clauses (1) and (2) and on a notified date at notified place, between the hours of 10.00 a.m. and 4.00 p.m. on that date with a break of half an hour.(2)A notice regarding the date of which the poll will be held and a final list of candidates validly nominated shall be sent to every member of the electing authority concerned not less than ten clear days before the date fixed for the poll(3)No vote shall be given by proxy. Members shall sign in the nominal electoral roll kept for the purpose as a record of voting at the election.(4)The Presiding Officer shall ascertain that the person desiring to vote is a member who has not already voted and shall enter his name upon the counterfoil of ballot paper in a ballot paper book which shall be provided for the purpose of the election and shall then tear out the ballot paper corresponding to that counterfoil and having initialled the ballot paper on the back thereof, shall hand it to the member. Every ballot paper shall contain the names of all candidates for election arranged in alphabetical order. There shall not be a serial numbers or any other identifying mark on the ballot paper.(5)When a member has received a ballot paper, he shall proceed to the place arranged for marking the vote and shall mark thereon by putting a cross mark thus "X" against the name or names of person, the member intends to vote for. The number of nominees, for whom each elector may vote may be less than or equal to, but shall not be more than the number of vacancies to be filled. The member shall then fold the ballot paper and drop it in a ballot box placed in front of the Presiding Officer.(6)If a member inadvertently spoils a ballot paper, he may return to the Presiding Officer who shall, if satisfied of such inadvertence, give him another paper and retain the spoiled paper; and this spoiled paper shall be immediately cancelled and the fact of such cancellation shall be noted on the counterfoil.(7)In the case of elections to the Syndicate when all the members present have voted, the Presiding Officer shall appoint from among the members present, as many Tellers as he may consider necessary and shall immediately hand over the ballot box to them for counting of the votes obtained by each candidate and for preparing the result sheet. In case of doubt about the validity of any ballot paper, the Tellers shall refer the matter to the Presiding Officer for his decision.(8)A ballot appears shall be invalid if-(a)it does not bear the initials of the Presiding Officer; or(b)a voter signs his name or writes any word; or makes any mark on it, by which it becomes recognizable; or(c)no vote is recorded thereon; or(d)the number of votes recorded thereon exceeds the number of vacancies to be filled; or(e)it is void for uncertainty:Provided that where more than one vote can be given on the same ballot paper, if one of the marks is so placed as to render it doubtful to which candidate it is intended to apply, the vote concerned but not the whole ballot paper shall be invalid on that account.(9)The Tellers, in the case of elections to the Syndicate, shall after preparing the result sheet deliver it to the Returning Officer, who shall declare the result of the elections as stated thereunder.(10)The candidate or candidates equal in number to the number of vacancies receiving the largest number of votes shall be declared duly elected. When two or more candidates receive an equal number of votes and if they cannot declared elected, the final election shall be made by drawing lots in such manner as the Presiding Officer may determine.(11)After the elections are concluded, all ballot papers shall put in a cover, sealed and deposited in the custody of the Registrar for a period of three months.

16. Statute 19. - Eligibility of acting persons to take part in elections. - Where persons holding office as Principals of colleges, teachers in colleges or headmasters of Higher Secondary Schools are entitled to take part in an election, the persons for the time being acting as such Principals, Teachers or Headmasters who have notified the Registrar that they are performing the duties of each of such office, shall have all the rights and powers vested in them by the Act and by these laws.

"Teacher" means such Full-time Professors, Assistant Professors, Readers, Lecturers, Physical Directors, Librarians excluding Tutors, Demonstrators and Physical Training Instructors. Librarians of college shall be graduates who hold a diploma or degree of a recognized University in Library Science, and shall be placed in charge of the Library." Headmasters of Higher Secondary Schools" means Headmasters of Higher Secondary Schools, within the jurisdiction of the University area and recognized by the Government of Tamil Nadu.

17. Statute 20. Nominations. - Each elector shall be at liberty to nominate a qualified person to fill the vacancy. Every nomination shall be in the prescribed form and shall be made by an elector in writing and shall be seconded in writing by another elector, Every such nomination shall be accompanied by a statement signed by the nominee agreeing to serve on the authority if elected and declaring that he is not already a member of the authority to which he seeks election, or if he is already a member that his term of office as such would expire before the membership for which he is seeking election takes effect and the nomination paper must reach the Registrar within the date and hour fixed which shall be not later than ten clear days after the publication of the notification in the Gazette.

Nomination papers shall be enclosed in an envelope superscribed Nomination to the leave same gap by and sent by registered post (Acknowledgement due) so as to reach the Registrar within the date and hour fixed or delivered to the Registrar during office hours in person or by messenger within the date and hour fixed. Nomination papers that are not enclosed in an envelope superscribed and sent by registered post or are not delivered in person or by messenger as required above shall be declared invalid. Subject to the proviso hereunder, no person who is a member of an authority through a particular electorate shall be eligible for election to the same authority through another electorate without his having previously resigned his membership. It shall be competent, however, in the case of an anticipatory vacancy, for a person who is already member of the authority elected by a particular electorate to stand as a candidate in such anticipatory vacancy, provided the date of the membership in that vacancy shall be posterior to the date on which he ceased to be a member of that authority

18. Statute 21. - Scrutiny of nomination papers. - (1) All nomination papers shall be scrutinized by the Presiding Officer or other officer authorised by him in this behalf of the date and hour and the place appointed and notified in the notice of vacancy. Candidate and a representative of each candidate appointed in writing by him may be present at the scrutiny. Nomination to Senate and Syndicate shall also be scrutinized with reference to Act S. 7 of this Chapter.

(2) If, after the scrutiny of nomination papers, the number of candidates validly nominated is equal to or less than the number of vacancies to be filled, the candidates so nominated shall be declared duly elected. (3) If the number of such candidates declared elected is less than the number of vacancies, the constituency shall be called upon to elect a person or persons, as the case may be, to fill the remaining vacancies. (4) If, after scrutiny, the number of candidates nominated is greater than the number of vacancies, a list of candidates whose nomination papers have been declared valid shall be published by affixing the same on the notice boards in the office of Returning Officer on the same day, and a copy of the same be forwarded to each of the candidates nominated for election. (5) Statute 22-Withdrawal of nominations. - Any candidate may withdraw his candidature by notice in writing subscribed by him and sent by registered post so as to reach the Presiding Officer or delivered to the Presiding Officer or other person authorized by him not later than Four o'clock in the afternoon of the day fixed for withdrawal, which shall be five clear days after the last date of receipt of nominations. A candidate who has withdrawn his candidature shall not be allowed to cancel the withdrawal or to be renominated as a candidate for the same election. Statute 23. - Publication of valid nominations - The Returning Officer or other person authorized by him shall publish on the same day, after the time for withdrawal of nominations has lapsed, a final list of candidates validly nominated. (6) Statute 24. - Declaration of election of validly nominated candidates. - If the number of candidates who are validly nominated and who have not withdrawn their candidature in the manner and within the time specified, does not exceed or is less than the number of vacancies to be filled, all such candidates shall be declared to be duly elected and if the number of such candidates declared elected is less than the number of vacancies, the constituency shall be called upon to elect a person or persons, as the case may be, to fill the remaining vacancies. (7) If the number of candidates who are validly nominated and who have not withdrawn their candidature in the manner prescribed and within the time specified is greater than the number of vacancies to be filled, the election shall be proceeded within the manner prescribed in the following statutes.

19. Statute 25. - Despatch of ballot paper. - The Registrar shall forward to each elector through post a numbered declaration paper, a ballot paper on which the names of the candidate with their addresses shall be arranged in alphabetical order and which shall bear on it the Registrar's initials and the last date of posting, a ballot paper cover, and an envelope addressed to the Registrar together with a letter of intimation stating the number of vacancies,

the date and hour fixed for the poll and the day and hour fixed for the scrutiny and counting of votes. The Papers shall be forwarded to the address entered against the name of the elector in the electoral roll.

The date fixed for the poll shall be not less than fifteen clear days from the date of posting or the last date of posting of the ballot papers.

20. Statute 26. - Voting. - The elector shall, after filling up the declaration paper and the ballot in accordance with the directions given in the letter of intimation, enclose the ballot paper in the ballot paper cover and stick it and enclose the cover and the declaration paper in the envelope addressed to the Registrar and sent the envelope by registered post as to reach the Registrar not less than the day and the latest hour fixed for the poll:

Provided that, at his option, the elector may either in person or by an agent deposit the envelope addressed to Registrar in the ballot box in the day and during the hours fixed for the poll.

21. Statute 27. - Recording of votes of electors physically handicapped. - If an elector is incapacitated from blindness or the physical cause from voting in the manner prescribed, it shall be competent for him to record his vote by the hand of any of person enumerated below and such person shall, on the declaration paper, certify the incapacity and attest the fact of his having been requested by the elector mark the ballot paper for him and of its having been so marked by him in the presence of elector .

The following persons are empowered to attest votes of incapacitated electors:-Magistrates (as defined in the Code of Criminal Procedure).Judges of above the rank of District Munsifs.District Registrar.Sub-Registrars.Chief Educational Officers.District Educational Officers and Inspectresses of Girls' Schools.Deputy Inspectors of Schools and Sub-Assistant Inspectresses of Schools, Principals of affiliated colleges.Headmasters of recognised Higher Secondary Schools and members of the Senate of the Standing Committee on Academic Affairs.

22. Statute 28. - Procedure when voting papers are lost or spoils. - An elector who has not received his ballot and other connected papers sent by post, or who has lost them, or whose papers before their despatch back to the Registrar have been inadvertently spoilt, may transmit a declaration to that effect signed by himself and require the Registrar to send him duplicate papers in place of those not received, lost or spoilt and if the papers have been spoilt, the spoilt papers shall be returned to the Registrar who shall

cancel them on receipt. In every case, when duplicate papers are issued, a mark shall be placed against the number of the electors name in the Register (Electoral Roll) to denote that duplicate papers have been issued in place of those not received, lost or spoilt.

23. Statute 29. - Procedure on counting. - On the day at the hour appointed for the scrutiny and counting of votes, the envelopes are received from the electors by the Registrar, except those which have not either been sent by registered post so as to reach the Registrar not later than the day and the latest hour fixed for the poll, or deposited in the ballot box, provided on the day during the hours fixed for the poll shall be arranged and counted. Groups of election papers and covers sent in a single cover by registered post to the Registrar will be rejected. They shall then be opened and the declaration papers and the ballot paper covers examined.

Statute 30. - Ballot paper cover when rejected - A ballot paper shall be rejected, if-(i)it is not the cover sent by the Registrar; or(ii)the envelope contains no declaration paper outside the ballot paper cover; or(iii)the declaration paper is not the one sent by the Registrar; or(iv)the declaration of attestation is not in accordance with the rules; or *(v)the ballot paper is placed outside the ballot paper conveyer(vi)more than one declaration paper or cover containing ballot paper have been enclosed in one and the same envelope.In the case of rejection, the word "rejected" shall be endorsed on the ballot paper cover or the declaration paper.

24. Statute 31. Persons who may be present at scrutiny of votes. - No person shall be present at the scrutiny and counting of votes except the Registrar and such person as the Vice-Chancellor may appoint to assist the Registrar, the candidates and not more than two representatives of each candidate appointed in writing by him.

25. The election to the Senate by the teachers of colleges referred to in section 20 (a) Other members (1) shall be governed by the following rules: -

The election shall be conducted by secret ballot at a meeting of the teachers of the colleges. Not less than seven clear days before the date of the election, notice of the meeting shall be issued, furnishing information regarding the number of vacancies to be filled, last date and hour for filing the nomination and scrutiny of nomination papers, publication of list of nominated candidates, withdrawal of candidature, the place, date and hour of issue of ballot papers and polling, scrutiny and counting of votes, to the electors (teachers of the college teaching staff) by the Principal (the Returning Officer); such notice shall be issued to each teacher present on duty in the college on that date and a copy of the notice shall be published in the college Notice Board:Provided that, if after the

scrutiny of nomination and after the time of withdrawal of the candidate is over, the Returning Officer finds that the number of candidates validly nominated is less than or equal to the number of vacancies to be filled, he shall declare such candidate or candidates to be duly elected and if the number of valid nomination exceeds the number of vacancies to be filled, the election shall be proceeded with at the meeting, on the date and at the time fixed for the poll. Other rules for the conduct of election shall generally conform to the rules prescribed for University elections other than those by registered Graduates.

26. Statute 32. - Elections without proportional representation. - In the election enumerated below, the procedure prescribed in the preceding Statutes and Statutes 33 and 34 below shall be followed:-

(1)One member elected to the Senate from among themselves by the Secretaries of the college committee of private colleges;(2)One member elected to the Senate by Headmasters of Higher Secondary Schools from among themselves in each revenue district within the University area:(3)Two member elected to the Senate by registered graduates in each Revenue District within the University area.

27. The ballot paper covers, other than those rejected under statute 23, shall be opened and the ballot papers taken out and mixed together. The ballot papers shall then be scrutinized and valid votes counted.

Statute 33. - Ballot Papers when invalid - A ballot papers shall be invalid if-(a)it does not bear the Registrar's initial; or(b)a voter signs his name or writes any word or makes any mark-on it, by which it becomes recognizable; or(c)no vote is recorded thereon; or(d)the number of votes recorded thereon exceeds the number oi vacancies to be filled; or(e)it is void for uncertainty:Provided that where more than one vote can be given on the same ballot paper, if one of the marks is so placed as to render it doubtful to which candidate it is intended to apply, the vote concerned, but not the whole ballot paper shall be invalid on that account.

28. Statute 34. - Declaration of Result. - The nominee or the nominees receiving the highest number of votes shall be declared to be duly elected. When two or more nominees receive an equal number of votes and they cannot all be declared elected, the final election shall be made by drawing lots.

(ii)Elections with proportional representation.

29. The procedure prescribed in the following statutes shall be adopted in elections in accordance with the system of proportional representation by means of the single transferable vote.

30. Statute 35. - Voting. - All voters shall be entitled to vote. Each voter shall have only one vote.

31. The ballot paper covers, other than those rejected under statute 30, shall be opened and the ballot papers taken out and mixed together in the Returning Officer's presence. The Returning Officer shall, then, proceed to counting the votes, rejecting as invalid any ballot paper.

Statute 36. - Invalid ballot papers(a)Ballot paper which does not bear the Registrar's initials; or(b)on which a voter signs his name or writes any word, or makes, any mark by which it becomes recognizable; or(c)on which the figure 1 is not marked; or(d)on which the figure 1 is set opposite the names of more than one candidate; or(e)on which the figure 1 and some other figure are set opposite the name of the same candidate; or(f)which is void for uncertainty.On every paper so rejected, the Registrar shall endorse the word 'invalid' and such papers shall be kept in a separate bundle.

32. Statute 37. - Definition of terms. - In the following statutes. -

(1)"Continuing Candidates" means candidates not elected or not excluded from the poll at any given time;(2)"Exhausted papers" means ballot papers on which no further preference is recorded for a continuing candidate; provided that a paper shall also be deemed to be exhausted in any case in which-(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 of the order of preference whether continuing or not, is marked-(i)by a figure nor following consecutively after some other figure on the ballot paper, or(ii)by a two or, more figures;(3)"First preference" means, the figure 1 is set opposite the name of any candidate; "second preference" similarly means, the figure 2, "third preference", the figure 3 and so on;(4)"Original votes" in regard to any candidate means, the vote derived from ballot papers on which a first preference is recorded for such candidate;(5)"Surplus" means the number by which the votes of any candidate, original and transferred, exceeds the quota as defined in statute 40;(6)"transferred votes" in regard to any candidate means, votes credited to such candidate which are derived from ballot papers on which a second or subsequent preference is recorded for such candidate;(7)"unexhausted papers" means, ballot papers on which a further preference is recorded for a continuing candidate.

33. Statute 38. - Procedure of elections with proportional representation. - In carrying out the operations prescribed in the statute hereinafter contained-

(i)all fractions shall be disregarded; and(ii)all preferences recorded for candidate already elected or excluded from the poll shall be ignored.

34. Statute 39. - Division into parcels accordance to first preferences. - After the invalid ballot papers, if any have been rejected, the remaining papers shall be divided into parcels according to the first preference recorded for each candidate and the number of papers in each parcel noted.

35. Statute 40. - Quota. - The number of the papers in all the parcels shall then be added together and the total divided by a number exceeding by one the number of vacancies to be filled and the result increased by one shall be number sufficient to secure the return of a candidate hereinafter called the quota.

36. Statute 41. - If at any time a number of candidates equal to the number of persons to be elected has obtained the quota, such candidates shall be treated elected and no further steps shall be taken.

37. Statute 42. - Candidate when elected. - Any candidate, in whose parcel the number of votes on the first preferences being counted is equal to or greater than the quota, shall be deemed elected.

38. Statute 43. - Transfer of surplus papers. - (1) If the number of the papers in any such parcel is equal to the quota, the papers shall be set aside as finally dealt with.

(2) If the number 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 papers as next in the order of the voters preference in the manner prescribed in the following statute.

39. Statute 44. - Surplus how dealt with. - (a) If and whenever as the result of any operation prescribed by these statutes, a candidate has a surplus, that surplus shall be transferred in accordance with the provisions of the Statute.

(b) If in ascertaining the number of papers to be transferred from a sub-parcel, fractional parts are found to exist and if, owing to the existence of such fractional parts the number of papers to be transferred is less than the surplus, as many of these fractional parts taken in the order of their magnitude, beginning with the largest as are necessary to make the total number of papers to be transferred equal to the surplus, shall be reckoned as the value of unity and the remaining fractional parts shall be ignored. If two or more fractional parts are of equal magnitude, that fractional part shall be deemed to be the larger which arises from the larger sub-parcel, and if the sub-parcels in questions are equal in size, preference shall be given to the candidate who obtained the larger number of original votes. (c) If more than one candidate has a surplus, the largest surplus shall be

dealt with first and the others in 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.(d)Where two or more surpluses are equal, the Registrar shall decide, as hereinafter provided in Statute 49 which shall be first dealt with.(e)(i)If the surplus of any candidate to be transferred arises from original votes only, all the papers in the parcel belong to the candidate whose surplus is to be transferred shall be examined and the unexhausted papers divided into sub-parcel according to the next preferences recorded thereon. A separate sub-parcel shall also be made of the exhausted papers.(ii)The number of the papers in each sub-parcel and the total of all the unexhausted papers shall then be ascertained.(iii)If the total number of the unexhausted papers is equal to or less than the surplus, all the sub-parcels shall be transferred to the continuing candidates.(iv)If the total number of the unexhausted papers is greater than the surplus, they shall be transferred from each sub-parcel the number of papers which bears the same proportion to the number of papers in the sub-parcel as the surplus bears to the total number of unexhausted papers, in the order in which such papers have been transferred.(f)If the surplus of any candidate to be transferred arises from transferred as well as original votes, all the papers in the sub-parcel last transferred to the candidates shall be re-examined, and the unexhausted papers divided into sub-parcels according to the next preference recorded thereon.The sub-parcel shall be dealt with the same manner as is provided in the case of the sub-parcels referred to in clause (e).(g)The papers transferred to each candidate shall be added in the form of a sub-parcel to the papers already belonging to such candidate.(h)All papers in the parcel or sub-parcel of an elected candidate not transferred under this statute shall be set aside as finally dealt with.

40. Statute 45. - Exclusion of candidate lowest on the poll. - (1) If, after all the surpluses have been transferred as hereinbefore directed, less than the number of candidates required has been elected, the candidate lowest on the poll shall be excluded from the poll and his unexhausted papers distributed among the continuing candidates according to the next preferences recorded thereon. Any exhausted papers shall be set aside as finally dealt with.

(2)The papers containing original votes of an excluded candidate shall first be transferred.(3)The papers containing transferred votes of an excluded candidate shall then be transferred in the order of the transfer in which he obtained them.(4)If the total of the votes of the two or more candidates lowest on the poll, together with any surplus votes not transferred is less than the votes credited, to the next highest candidate, those candidate may, in one operation, be excluded from the poll and their votes transferred in accordance with the direction given in clauses (1) to (3) above.(5)The process directed by this statute shall be repeated on the successive exclusions of the candidate lowest on the poll until the last vacancy is filled either by the election of a candidate with the quota, or as herein after provided.

41. Statute 46. - If as a result of transfer of papers under these statutes, the number of votes obtained by a candidate is equal to or greater than the quota, the transfer then proceeding shall completed but no further papers

shall be transferred to him.

42. Statute 47. - (1) If after the completion of any transfer under these Statutes, the number of the votes of any candidate shall be equal to or greater than the quota, he shall be deemed elected.

(2) If the number of votes of any such candidate shall be equal to the quota, the whole of the papers on which such votes are recorded shall be set aside as finally dealt with. (3) If the number of votes of any such candidate shall be greater than the quota, his surplus shall, thereupon, be distributed in the manner herein before provided, before the exclusion of any other candidate.

43. Statute 48. - Distribution of surplus. - (1) When the number of continuing candidates is reduced to the number of vacancies remaining unfilled, the continuing candidate shall be deemed elected.

(2) When only one vacancy remains unfilled and the number of the votes of someone continuing candidate exceeds the total of all the votes of the other continuing candidates, together with any surplus not transferred that candidate shall be deemed elected. (3) When only two vacancies remain unfilled and there are only two continuing candidates and those candidates who have each the same number of votes and no surplus remains capable of transfer, one candidate shall be excluded under the next succeeding statute, and the other deemed elected.

44. Statute 49. - Equal surpluses two or more candidates lowest on poll. - If when there is more than one surplus to be distributed, 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 number 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 first be excluded, as the case may be. If the number of their original votes is the same, the Registrar (Returning Officer) shall decide by lot which candidate shall have his surplus distributed or be excluded.

45. Statute 50. - Recounting of ballot papers. - Any candidate or his agent may, at any time, during the counting of the votes, either before the commencement or after the completion of any transfer of votes (whether surplus or otherwise) request the Registrar to re-examine and re-count the papers of all candidates or of any candidate (not being papers set aside at an previous transfer as finally dealt with) and the Registrar shall forthwith re-examine and recount the same with the help of such persons as he may

appoint. The Registrar may also at his discretion, recount votes, either once or more often. If any case in which he is not satisfied as to the accuracy of any previous count, provided that nothing herein shall make obligatory on the Registrar to re-count the same votes more than once.

46. Statute 51. - Declarations of Results. - The Registrar (Returning Officer) shall then declare the names of the candidates who have been duly elected.

47. The Registrar (Returning Officer) shall prepare a form showing

Statute 52. - Election Return(1)The number of voters who voted.(2)the number of ballot papers rejected-(a)as being received too late;(b)for being sent by ordinary post or in other than the prescribed way;(c)for irregularities connected with the declaration;(d)as invalid.

48. Statute 53. - Recounting of Votes. - In case of all elections, any candidate or his agent Can request a recount of the votes immediately after the counting is completed. The Returning officer, at his discretion, may order a recount of the votes and the decision of the Returning Officer regarding recounting shall be final. While requesting recount of votes, the candidates or the agents apart from furnishing reasons for the request should pay a sum of Rs. 100 towards recounting fee for which an official receipt will be issued by the Returning Officer. A candidate or his/her agent may request recounting of votes only once in a particular election.

Chapter XVII

Legal Advisor/ Standing Counsel

Statute 1. - It shall be competent for the Syndicate to appoint a Legal Advisor/Standing Counsel for the University for such period on such terms as it may decide to perform such duties as it may fix, from time to time. Statute 2. - The Legal Advisor/Standing Counsel so appointed shall not be a member of any of the authorities of the University. Service Statutes of Bharathiar University Notification by Heads of Departments. Etc. Bharathiar University Statutes of Bharathiar University, Coimbatore Assented to by the Chancellor-Vice D.O. Lr. No 13292/U2/86, dated 12th June 1987, 17th August 1987 and 25th September 1987 and D. O. Lr. No. 1853/ U2/88, dated 16th March 1988 of Secretary to the Governor.

Chapter XVIII

Service Conditions of the Establishment

[Under Section (44) of the Bharathiar University Act, 1981 (Tamil Nadu Act 1 of 1982)]. Statute 1
General

1. Title. - These Statutes shall be known as "Service Statutes" of the Establishment under the Bharathiar University.

2. Application. - These Statutes shall be applicable to all establishment of the University not regulated by separate laws framed in accordance with the provisions of the Act and Statutes and to the academic staff as far as they are not inconsistent with the separate laws framed thereunder. In the case of those on foreign service from Government Departments, local bodies or any other Universities, public sector undertakings, etc., these statutes will be subject to specific terms, if any, on which the person are lent on foreign service to the University.

3. Relaxation. - The Syndicate shall not relax any of the provisions of these statutes except the minor ones in exceptional cases in favour of an individual or a group of individuals as the Syndicate may deem fit:

Provided that if a doubt arises whether a provision may be treated as a minor one for purposes of this Senate, the case shall be referred to the Chancellor for order. Statute 2

1. Definitions. - In these statutes, unless the context otherwise requires,-

(i)"Act" means the Bharathiar University Act, 1981 (Tamil Nadu Act 1 of 1982);(ii)"University" means the Bharathiar University, Coimbatore;(iii)"Senate" means the Senate of the Bharathiar University;(iv)"Syndicate" means the Syndicate of the Bharathiar University;(v)"Vice-Chancellor" means the Vice Chancellor of the Bharathiar University;(vi)"Government" means the Government of Tamil Nadu, unless otherwise defined;(vii)"Appointing Authority" means the appointing authority in respect of posts in the University shall be the authority empowered to make appointments under the Act;(viii)"Employee" means an employee of the Bharathiar University;(ix)"Department/ School" means the University Department/School of Study and Research. Scope of Application

1. Kinds of appointments and applicability. - The University may engage any person to any service in the University either on contractual appointment, the contract conditions will prevail over these statutes. In regard to matters not specifically dealt with in the contract agreement, the provisions in these statutes will apply.

Statute 4
Classification of Staff
Classification of service - The employee of the University shall be

classified into four classes as in the case of Government servants. Changes in classification made by the Government, from time to time, will be applicable to the University employees also. Statute 5 Recruitment

1. (a) Creation of non-teaching posts. - The Syndicate shall have the powers to create non-teaching posts, from time to time, according to the necessity.

(b) Mode of recruitment - Recruitment to the various posts shall be made by direct recruitment or by promotion from the lower category or on foreign service from Central or State Government or other Universities of affiliated colleges or from public sector undertakings and local bodies. The ratio among direct recruitment, promotion and deputation shall be decided by the Syndicate, from time to time.

2. Reservation. - The rules of reservation as in force applicable to Government service, from time to time, shall apply, in the case of Direct recruitment.

3. Criteria of promotion. - All promotions shall be, by selection based on merit from among candidates possessing the qualifications prescribed, seniority being considered when merit and efficiency are approximately equal.

4. Selection Committee. - Except in the case of appointments to be made by or with the approval of State Government, all appointment will be made by the Syndicate on the recommendation of the Selection Committee constituted for this purpose under section 44-A of the Act, in respect of Professor, Associate Professor, Reader, Assistant Professor/Lecturer and Librarian.

In respect of administrative and other non-teaching staff, the appointments shall be made by the Syndicate on the recommendation by the Selection Committee constituted for this purpose by the Syndicate. Such Selection Committee constituted shall consist of five members as shown below:- Vice-Chancellor - Chairman. Two Syndicate Members - Members (2). External Member (other than Syndicate Member) - Member (1). Registrar - Member (1). In the absence of the Vice-Chancellor, one of the Syndicate members will preside.

5. (a) Qualification, age, etc. - The age, qualifications, method of recruitment, etc, to the posts of Professor, Reader, Lecturer, Registrar, Controller of Examinations and Deputy Registrar, Assistant Registrar, Superintendent, Assistant, Junior Assistants, Typists, Steno-typists, Record Clerk/Attenders,

Office Assistants, Drivers, Telephone Operator, Technicians, etc., shall be as indicated in Appendix-I. In the case of teaching staff, the qualifications prescribed by the University Grants Commission for various categories shall generally be followed subject to such modifications as the Syndicate might consider necessary. The Syndicate reserves the right to prescribe/change or modify the qualifications, age, etc., for all teaching and non-teaching posts as and when found necessary, from time to time. All appointments made by the appointment authority shall be deemed to have been on behalf of the University.

(b)Appointing the deputationists. - Nothing contained in the statutes regarding age, qualification, etc., shall preclude an employee who has been appointed on deputation from the Government/public bodies other Universities/affiliated colleges from being appointed in comparable posts, if he/she is found to be suitable for regular absorption in the University service.(c)Special qualification for technical and other personnel. - Nothing contained in the statutes shall preclude the prescription by the Syndicate of any special qualifications for the technical and other personnel as additional qualifications (essential or desirable) as and when required.(d)Revision of qualifications. - Nothing contained in these statutes shall preclude the Syndicate in revising the educational qualifications and age limit in accordance with the recommendations of the University Grants Commission for teaching posts and fixing the scales of pay for old and new administrative posts in accordance with the scales of pay for comparable posts in the Government of Tamil Nadu.

6. Submission of certificate. - Every person appointed as member of the staff of the University shall, before actually joining the University, produce-

(a)Evidence of age,(b)Evidence of educational qualifications,(c)a certificate of Medical fitness from a Medical Officer, not below the rank of a Civil Assistant Surgeon that he/she is physically fit for the job and that he/she suffers from no disability, contagious diseases which would affect the discharge of his/her duties in the University.

7. Temporary appointment by Vice-Chancellor. - Where it has become necessary owing to an emergency to fill immediately a vacancy in any non-teaching post, directly or by promotion and there would be undue delay in making such appointment in accordance with the statutes, the Vice-Chancellor may promote or appoint a person temporarily for a period not exceeding three months at a time, but not exceeding six months in total or such appointee is regularized or replaced by a regularly selected candidate whichever is earlier, pending such promotion or appointment in accordance with the statutes, subject to the fact that such temporary appointee shall have all qualifications prescribed for that post.

8. All non-teaching appointments should be made only by notifying the vacancies to the Employment Exchange.

Statute 6 Probation

1. Period of probation. - Every directly recruited employee of the University unless specifically exempted, shall be on probation for a period of two years within a continuous period of three years from the date of joining the University:

Provided that in case of Class D employees, the probation shall be for a period of one year within a continuous period of two years from the date of joining duty.

2. (a) Completion of probation - On completion of the period of probation, the University shall make an assessment of the work of the probationers and on the basis of such an assessment either declare him/her to have completed his/ her probation satisfactorily or terminate his/her services or extend his/her probation such period as it considered necessary, not excepting one year to make a further assessment of his/her suitability, provided such orders shall be issued within 3 months after the date of completion of probation. If an assessment at the end of the extended period of probation, his/her work is found to be not satisfactory, his/her probation shall be terminated

An order shall be issued within 3 months after the date of the completion of the extended period.

2. (b) Those who have already completed probation in one cadre need not put probation in subsequent cadres when they are promoted to those cadres as per the statute 5(3) of Volume II.

3. Full Member. - Upon the University declaring that a probationer has satisfactorily completed the probation, he/she shall be regarded as a full member of the University service.

Statute 7 Furnishing of Security and Agreement

1. Security deposit. - Any person appointed to the categories for which security is considered necessary by the Syndicate shall furnish the security as prescribed by the Syndicate or in any other manner prescribed by the

Syndicate, from time to time. The Vice-Chancellor may permit any part of the security to be collected from the pay of the individuals in instalments.

2. Agreement for contract appointments. - All employees appointed on contract other than the persons drawn on foreign service shall execute an agreement in favour of the University in the prescribed format in a stamped paper.

Statute 8 Notice for Leaving Employment

1. Notice by full member. - A full member of the staff of the University other than the staff in Class D shall not leave or discontinue his/her service on his/her own accord without first giving three calendar month's notice or salary in lieu thereof.

2. Notice by others. - A probationer or temporary employee of Classes A, B, and C and regular employee of Class D shall not leave or discontinue his/her service on his/her own accord without first giving one calendar month's notice or salary in lieu thereof.

3. Agreement for probationers. - All the teaching and non-teaching staff who have been appointed on probation shall execute an agreement in favour of the University in the prescribed format in a stamped paper.

Statute 9 Retirement Age of retirement. - An employee of Classes A, B, and C shall retire from the University service on the last day of the month in which he/she completes his/ her 58th year of age in respect of non-teaching staff and 60th year of age in respect of teaching staff: Provided that Class D employees should retire on the last day of the month in which he/she completes his/her 60th year of age: Re-employment. - Provided that the Syndicate may re-employ any such employee for one year in respect of non-teaching staff and two years in respect of teaching staff at a time and up to a period of two years in all in respect of non-teaching staff and five years in all in respect of teaching staff. Statute 10 Compulsory Retirement

1. Teaching staff. - (a) Notwithstanding anything contained in these statutes, the Syndicate based on the recommendations given by a committee constituted by the Syndicate every year for this purpose at review shall it is at the opinion that it is in its interest so to do, have the absolute right to retire any University teaching staff by giving him/her notice of not less than three months in writing or three months pay and allowances in lieu of such notice,

after he/she attained the age of 50 years or completion of 30 years of active service.

(b) Any teaching staff after completion of 20 years of qualifying service or 55 years of age may opt to retire by giving notice of not less than three months in writing to the Syndicate.

2. Non-teaching staff. - Notwithstanding anything contained in these statutes, the Syndicate based on the recommendation given by the Committee constituted by the Syndicate every year for the purpose of review shall, if it is of the opinion that it is in the interest so to do, have the absolute right to retire any University non-teaching employee by giving him/her notice of not less than three months in writing or three months pay and allowances in lieu of such notice, at any time after he/she attained the age of 50 years or 55 years in the case of basic servants as the case may be, or after he/she has completed 30 years of qualifying service.

Any non-teaching staff who has attained the age of 53 years or after his/her completion of 20 years of qualifying service may likewise opt to retire after giving notice of not less than three months in writing to the Syndicate. Explanation No. I. - In computing the notice period of three months, the date of services of the notice shall be excluded; the period, if any, spent on leave during the notice period shall also be excluded. Explanation No. II. - When a University employee under suspension or against whom disciplinary action is pending seeks to retire voluntarily under this statute, the Syndicate may withhold the permission sought for.

3. Review petition. - Any employee compulsorily retired either under sub-clause (1)(a) or sub-clause (2) above may, if he/she choose to file a review petition, do so within 2 months to the Syndicate. A "review committee" which shall be specially constituted every year for this propose by the Syndicate shall consider and make its recommendations to the Syndicate. The decision of the Syndicate thereon shall be final.

Statute 11 Scale of Pay and Allowances

1. Pay and revision of pay. - The scales of pay admissible to various categories of posts in the University shall be fixed and revised by the Syndicate, from time to time, provided such scales of pay fixed or revised shall be comparable to those adopted or accepted for similar posts under the Government and University Grants Commission:

Provided that the Dearness Allowance, House Rent Allowance, City Compensatory Allowance shall be regulated as per the rules applicable to the employees of Government of Tamil Nadu, from time to time.

2. Sanction of advance increments. - All appointments shall ordinarily be made at the minimum of the scale of pay prescribed for the post, provided, however, that the Syndicate may authorize fixation of pay at a higher stage in the scale than that admissible in special cases for reasons to be recorded in writing.

3. Applicability of Fundamental Rules. - The Fundamental Rules of the Tamil Nadu Government shall apply in general regarding pay fixation, increments, joining time, foreign service, etc., wherever it is not inconsistent with any of the provisions under these statutes and the Act.

4. Conditions for temporary appointment. - Whenever the University creates a temporary post for a specified period and specific purpose, the Syndicate may prescribe ad hoc rules to govern the recruitment, qualification and scale of pay.

Statute 12 Record of Service

1. Service records. - A record of service of each employee of the University shall be maintained in the form and manner prescribed by the Syndicate to include all details of service, pay drawn, leave, punishments, etc. Attested copies of the certificates regarding educational qualifications, age and other relevant tests passed, shall also be added. A duplicate copy of the Service Register may be maintained by the employees and entries therein can be get attested by the competent officers in the University.

2. Performance file. - An annual performance file of the employee of the University shall be maintained in the manner prescribed by the Syndicate.

Statute 13 Leave

1. Kinds of leave. - The following are the various kinds of leave admissible to the staff of the University:-

- 1. Earned leave.**
- 2. Surrender leave.**
- 3. Maternity leave.**
- 4. Unearned leave on medical certificate.**
- 5. Unearned leave on private affairs.**
- 6. Study leave.**
- 7. Sabbatical leave (for teaching staff only).**
- 8. Casual leave.**
- 9. Compensation leave.**
- 10. Leave on loss of pay.**

2. Earned leave. - (A) Temporary and probationers other than those belonging to basic service.

(1) Earned leave-earned leave at 1/22 of duty period limited to 30 days.(2) When temporary members and probationers are ousted, the leave at the credit will lapse.(3) Earned leave taken during probation period will extend the period of probation.(4) In vacation department, a reduction of 15 days earned leave per year should be effected.(B) Approved probationers-(1) 1/11 of duty period limited to 180 days.(2) Approved probationers. - If ousted for want of vacancy, the leave at credit will not lapse. It can be carried forward on re-appointment.(3) After completion of five years of regular service or on confirmation, the leave account will have to be recast (or recalculated) at 1/11th of duty period from the date of regular appointment.(4) Vacation department-A reduction of earned leave of 30 days with half pay per year should be effected in the leave account.Note. - Leave salary for earned leave will be the full pay and allowances last drawn.(C) Basic service (temporary and probationers)-(1) 1/22 of duty period limited to 30 days.(2) when ousted from service, the leave at credit will lapse.(3) Earned leave taken during probation period will extend the probation.(D) Approved probationers and confirmed basic servants. -(1) 1/22 of duty period limited to 60 days.(2) Approved probationers when ousted, the leave at credit will not lapse. It can be carried forward on re-appointment.(3) No recasting of leave account for basic service.(4) After completion of 5 years of regular service, earned leave is admissible at 1/11th of duty limited to 180 days just like other service.(E) Reduction of earned leave in the case of the members availing vacations. - Earned leave at the rate of 15 days in the case of probationers and at the rate of 30 days in the case of approved probationers and confirmed members will be reduced proportionately for every vacation

enjoyed.(F)General. - Prefixing and suffixing holidays with earned leave are all allowed, but not sandwiching.

3. Surrender leave. - (1) Surrender leave. - Surrender of earned leave shall be permitted while on duty and also while on all kinds of leave except extraordinary leave without allowance (without medical certificate) and unearned leave on private affairs.

(2)For surrender of earned leave not exceeding 30 days, the interval between one surrender and another shall be 24 months; For surrender not exceeding 15 days of earned leave, the interval shall be 12 months.(3)Applications for surrender of earned leave can be made on or before the due date for surrender. Applications received within a month from the due date shall also be allowed. The date of surrender shall be indicated in the application for surrender of earned leave.(4)The leave salary shall be paid at 1/30th of the monthly salary for each day of surrender irrespective of the number of days in the month in which the earned leave is sanctioned and irrespective of the fact whether the University employee is on duty or on leave other than extraordinary leave without allowance (without medical certificate) and unearned leave on private affairs.(5)The total number of days of earned leave availed and the earned leave surrendered shall not exceed the maximum earned leave admissible to University employees.

4. Maternity leave. - Approved probationer and permanent staff. - (1) This leave shall be granted only to married women employees and to those having not more than three living children (children for this purpose means living children, children already born and died should be ignored).

(2)If they already for three living children, they are not eligible for this leave. The maximum admissible maternity leave is 90 days and may be availed either before or after delivery.(3)This leave should be sanctioned only on the advice of the Medical Officer.(4)This leave may be combined with any other leave but should be supported by Medical Certificate.(5)During the period of maternity leave, full pay will be paid and this leave is not debited against leave account.For temporary women employees. - (1) Temporary women employee may also be given this leave. But, they should have completed one year of service.(2)They shall first be sanctioned available earned leave at their credit and the balance shall be sanctioned as maternity leave.(3)Other conditions shall be the same as applicable to regular Government employees.Abortion or medical termination of pregnancy. - (1) Married women employees may be sanctioned maternity leave in case of miscarriage or abortion or medical termination of pregnancy. (2) The period of leave shall be granted for six weeks from the date of abortion or medical termination of pregnancy. (3) The condition to sanction this leave is that abortion or medical termination of pregnancy should have taken place after 12 weeks but before 20 weeks of pregnancy. The termination of pregnancy should have been performed in Government hospitals or other institutions approved under the Medical Termination of Pregnancy Act, 1971. (4) The certificate from a Registered Medical Practitioner authorised under the Medical Termination of Pregnancy Act, 1971, may be accepted for this purpose. (5) Temporary women employees may also be sanctioned this leave. But, earned leave available at their credit shall be first sanctioned and the

balance only as maternity leave. (5) The other conditions are the same like maternity leave. (7) In case of abortion taking place after 20 weeks of pregnancy, eligible maternity leave will be granted. Note. - If the women employee is on any leave and the confinement takes place during the leave, the maternity leave commences from the date of confinement.

5. Medical leave. - (1) An employee of the University shall be granted leave on medical certificate for the period for which they are entitled as detailed below:-

Period of service	Leave on Medical Certificate to which the employee may be entitled
(1)	(2)
(i) Up to 5 years.	3 months (90 days, i.e. 3 x 30 days)
(ii) More than 5 years, but less than 10 years.	6 months (180 days, i.e. 6 x 30 days).
(iii) More than 10 years, but less than 15 years.	9 months (270 days, i.e. 9 x 30 days).
(iv) More than 15 years, but less than 20 years.	12 months (360 days i.e. 12 x 30 days).
(v) More than 20 years.	18 months (540 days, i.e. 18 x 30 days).
(2) (a) For services other than basic services.	
Temporary hands.	Nil.
Probationers (who have completed 2 years but not declared the probation).	180 days in all/60 days at a time, 90 days upto 5 years of service, 180 days exceeding 5 years of service.
Approved Probationers and Full members.	540 days (18 x 30 days). Full pay and allowances last drawn.

10. Grant of leave. - The casual leave shall be sanctioned by the Vice-Chancellor for the Heads of Department Deans, Registrar, Controller of Examination and Finance Officer, the Heads of Department for the Teaching and non-teaching staff of their departments, the Registrar for the non-teaching staff excluding those belonging to Examination Section and Finance Section. The Controller of Examinations for those belonging to Examination Section and the Finance

Officer for those belonging to the Finance Section. The Vice-Chancellor shall sanction the earned leave, medical leave to the heads of Departments, Deans, Registrar, Finance Officer, Controller of Examinations, teaching staff and employees of Class A category. The Registrar shall grant these leave to the non-teaching staff of Class B, C, D.

11. Recall for duty. - Leave cannot be claimed as a matter of right and when the exigencies of service of the University so required, discretion to refuse or revoke leave of any description is reserved by the authority" empowered to grant it, viz., the Syndicate, Vice-Chancellor, Dean, Head of Department, Registrar, etc., and such other authorities. If in the administrative interest it is so required, the Vice-Chancellor shall have the overriding powers to revoke or cancel any kind of leave.

12. Not to be employed during leave. - A University employee on leave shall not accept or take any employment or service or receive any remuneration, provided that it shall not apply in cases of sabbatical study leave. Willful absence from duty after the expiry of leave may be treated as misconduct invoking disciplinary action.

13. Compensation leave. - (a) Subject to the following provisions, a University employee who is called to attend office on a holiday, except as a punishment, shall be granted another holiday called compensation leave in its place when opportunity occurs:-

(i) Such holidays may be taken by a University employee without the previous permission of the authority competent to grant his casual leave. (ii) Not more than ten such holidays in all may be taken in a calendar year and no such holidays shall be taken after the expiry of 6 months from the public holidays for which it is substituted. 11 will, however, be within the discretion of the Head of an office to call on the University employee affected to take such holidays on any date within 6 months which the head of the office finds to be convenient. (iii) Not more than seven such holidays may be accumulated lower number may be fixed at his direction by the Head of the Office or other authorised holidays, provided that the total period, (iv) Such holidays may be combined with casual leave or other authorised holidays, provided that the total period of absence from duty does not exceed ten days. Note. - The above provisions regarding compensation leave do not apply to the employees in the University Library. (b) The Registrar shall have power to grant casual or compensation leave to member of his staff. In respect of Departments/section, this power may be exercised by the head of the Department/sections.

14. Leave on loss of pay. - An employee can avail in total five years of leave on loss of pay during the whole of his service. Temporary staff and probationers cannot avail this leave.

15. Notwithstanding anything contained in these statutes, the Tamil Nadu Government Leave Rules shall be applicable to all University employees.

16. In case any difficulty arises, the Syndicate's ruling shall be final.

Statute 14 Discipline and Control

1. Causes for imposing penalties. - An employee of the University, for good and sufficient reasons including any breach of any of the statutes and laws of the University or negligence, inefficiency, insubordination or failure to show due diligence and attention in the discharge of his duties or failure to conform to the instructions of his superiors or any requisites in the discharge of the duties or any criminal offence involving moral turpitude shall be liable for the following penalties.

2. Kinds of penalties. - The following penalties may be imposed on a University employees, namely:-

(1) Minor penalties-(a) Censure; (b) Stoppage of increment with or without cumulative effect; (c) Fine not exceeding Rs. 10; at a time in the case of employees for Class D. (2) Major penalties-(a) Any period of suspension pending enquiry which shall be treated as a substantive punishment either the whole or part of the period; (b) Reduction to a lower stage of pay or to a lower category of the University Service; (c) Removal or dismissal from the service. (3) Recovery of losses. - Recovery ordered by the competent authority, of the loss, if, any, caused to the University by any act or omission in addition to any of these punishment.

3. Procedure-Disciplinary Authorities. - (1) The authorities competent to impose penalties/and punishments and the appellate authorities and appeal and time are indicated in Appendix II. Any appeal to the Syndicate should be addressed to the Registrar who is the ex-officio Secretary of the Syndicate.

(2) The Authority competent to inflict major punishment will have powers of suspension, pending enquiry, if in their opinion, the continuance of the employee in service is detrimental either to the proposed enquiry or interest or reputation of the University. Notwithstanding anything contained in the above clause, the Vice-Chancellor when he desires necessary may suspend any employee pending enquiry as per section 13(4) of the Act and report to the Syndicate. (3) Subsistence Allowance. - During such period he/she shall receive a subsistence allowance equivalent to 50 per cent, of his/her pay, but will not be entitled to draw any allowances, special pay, etc., other than dearness allowance relatable to the subsistence allowance. (4) A review may be made six months after the date of suspension to consider the sanction of subsistence allowance at an enhanced, rate up to 75 per cent, of his/her pay, if the enquiry is prolonged without any fault of the employee

concerned.(5)Authority to revoke suspension. - The Registrar in cases where he himself ordered the suspension pending enquiry of the employee may revoke the suspension order at any time. The Vice-Chancellor can revoke his own orders of suspension pending enquiry as well as the orders of suspension pending enquiry issued by the Registrar.(6)Imposing minor and major penalties. - Before imposing any of the minor penalties, the delinquent employee shall be given an opportunity to explain his position. Before inflicting any of the major penalties, the defaults of the delinquent employee shall be reduced to a form of charge and served on him. He shall be required to state whether there shall be an enquiry or personal hearing and if so, the details of witness to be examined. On completion of that enquiry or an oral hearing, the charges and a verdict together with the punishment shall be recorded in writing and served on the delinquent employee.(7)Disciplinary action against employees drawn on foreign service terms. - Power to suspend deputationists. - The Government rules regarding disciplinary action in respect of officers on foreign service shall be applicable in respect of all deputa-tionist in the University. If the Syndicate feels it necessary such officer may be reverted back to the Department with a report to take action on such deputationist in respect of alleged irregularities committed by him.Statute 15Conduct and DisciplineBharathiar University Employees Conduct Rules

1. Title. - These rules may be called the Bharathiar University Employees Conduct Rules and shall apply to every person appointed by the University except the part-time employees.

2. Integrity and devotion to duty. - (i) Every employee shall, at all times-

(a)maintain absolute integrity,(b)maintain devotion to duty,(c)conform to and abide all lawful orders and directions in the course of his official duties issued by any person or persons to whom he may be subordinate in the service of the University,(d)refrain from any activity which is anti-secular or which tends to create communal disharmony.(ii)No teacher or other person employed in the University shall engage himself or participate in the activity which is anti-secular or which prejudicial to the interests of the sovereignty and integrity of India, the security of States, friendly relation with foreign States, public order, decency or morality or which involves contempt of Court, defamation or incitement to an offence.(iii)No University employee shall indulge in any criticism of the University administration in such manner in defiance and insubordination or causes or is likely to cause embarrassment to the administration.(iv)Employees shall not submit applications to the higher posts in the University or for advance increments or for their kinds of preferment. But, they may submit their claims for appointment to higher posts through the officers under whom they work if they have any special representations to make.(v)A whole-time University employee maybe employed in any manner required by proper authority without claim for additional remuneration; he may not accept while in University service additional employment or any employment on part-time basis with or without emoluments or honorary work without the previous sanction in writing of the Vice-Chancellor or any other competent authority.(vi)Persons on appointment and employees on transfer to posts dealing with cash, stores and other valuables, including books shall, at the discretion of the Syndicate, furnish security to the University for such amount and of such character as may be determined by the Syndicate. This shall be a condition attached to the post and

shall not entitle the employee concerned, who fills the post to claim any additional remuneration or compensation or privilege on this account.(vii)The Syndicate reserves the right to frame suitable rules and amend or add to them.(viii)The conduct and functioning of all these paid out of University funds shall be brought under the purview of the Director of Vigilance and Anti-Corruption by the Government of Tamil Nadu. The Vice-Chancellor will be the authority to make requisition for a preliminary enquiry and order a detailed enquiry by the Director of Vigilance and Anti-Corruption without a specific order of the Chancellor.

4. Employment in firms enjoining University patronage. - No employee shall use his position or influence directly to secure employment for any member of his family in any private business or firm where he has official dealings.

5. Taking part in election. - No employee shall canvas or otherwise interfere with or use his influence in connection with or take part in an election to any Legislature or local authority, provided that -

(i)an employee qualified to vote to such an election may exercise his right to vote;(ii)an employee shall not be deemed to have contravened the provision in this rule by reason only that he assists in the conduct of an election in due performance of duty imposed on him by or under any law for the time being in force;(iii)No University employee shall associate or take part actively or otherwise in politics. The Syndicate's decision on this aspect of an employee conduct shall be final;(iv)No University staff can contest any election without the specific sanction of the Syndicate. The Syndicate has powers to prescribe conditions in granting such permission or rejecting the requests.

6. Joining of Associations. - No employee shall join or continue to be a member of an association, the object or activities of which are prejudicial to the interests of the sovereignty and integrity of India or to the interest of the University or to public order or morality provided that the Associations, Unions recognized by the University either on adjure or de facto basis would not attract this rule.

7. Demonstrations and strikes. - No employee shall-

(a)engage himself or participate in any demonstrations which is prejudicial to the interests and the sovereignty and integrity of India, security of the State, the interests of the University, public order, decency or morality or which involves competent to an offence including inciting students or employee against other students or employees, University or administration; or(b)resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to his service or the service of any other employee or employees of the University.

8. Connection with press or Radio or Television. - (a) No employee shall, except with the previous sanction of the University, own wholly or in part, or conduct or participate in the editing or management of any news paper or other periodical publication.

(b) No employee shall, except with the previous sanction of the University in bona fide discharge of his duties-(i) publish a book himself or through a publisher or contribute an article to a book or a compilation of articles; or(ii) participate in a radio or television broadcast or contribute an article or write a letter to the newspaper or periodical either in his own name or anonymously or pseudonymously or in the name of any other person except when such publication or radio or television broadcast or contribution or publication or public utterance shall not have the effect of an adverse criticism of any current or recent policy or action of the University" or which is capable of embarrassing the relationship between the University and Government or other agencies. This will not apply to any statement made or views expressed by him in his official capacity in the performance of duties assigned to him.(c) An employee of the University, except in accordance with any general or special order of the University or in the performance in good faith of the duties assigned to him, shall not communicate directly or indirectly any official document or information to any employee or to any other person to whom he is not authorized to communicate such document or information.(d) An employee of the University shall not, except with the sanction of the University, give evidence in connection with any enquiry conducted by any person, committee or authority other than the Courts and police.

9. Collection of Funds. - (a) No employee shall, except with the previous sanction of the University, ask for and accept contributions to, or otherwise associate himself with the raising of any fund of any order or other collections in cash or in kind in pursuance of any object whatsoever.

(b) Where, however, a service association applies for previous sanction of the University, the association shall specify the particular person or persons who shall collect funds, if such sanction is granted.

10. Gifts. - (a) No employee shall accept or permit any member of his family or any person acting on his behalf to accept any gift or value.

(b) On occasions such as weddings, anniversaries, funerals or religious functions when the marking of a gift is in conformity with the prevailing practice or in other cases in accordance with the laws, an employee may accept gifts from his near relatives or from his personal friends.(c) In any other case, an employee shall not accept any gift without the sanction of the University if the value thereof exceeds one half of the monthly salary of the employee.

11. Private trade or employment. - (a) No employee shall, except with the previous sanction of the University, engage directly or indirectly in any trade or business or undertaken any other employment.

(b) A person employed in the University shall not apply for private employment or signify his willingness to accept such employment without first obtaining the permission in writing of the University.

12. Canvassing of outside influence. - No employee shall bring or attempt to bring any political, personal or other influences to bear upon any authority of the University to further his interests or the interests of any other person in respect of matters pertaining to his service or in respect of any other matter involving a pecuniary or other benefit to him.

13. Partiality in official duties. - An employee shall not be partial in his performance of his official duties and he should be objective in his approach.

14. Raising of privileges. - An employee shall not try to use the consideration of caste, creed, religion, race or sex in his relationship with his colleagues, for purposes of improving his prospects.

15. Intoxicating drinks and drugs. - (a) An employee shall, strictly abide by any law relating to intoxicating drinks or drugs in force.

(b) An employee shall not have in his possession any intoxicating drinks or drugs or be in the taste of intoxicating in the University premises.

16. Sending representation. - An employee shall not make representations to Syndicate, Senate, or Government or to any authorities or the University direct and all representations shall be made through the proper channel. Any such representation shall be forwarded to the person to whom it is addressed with or without comment of the forwarding authority.

17. Refusal to receive pay. - Concerted or organized refusal on the part of the employees to receive their pay shall constitute improper conduct.

Competent authority. - Unless specifically otherwise stated, the Vice-Chancellor shall exercise the power to grant permission under these rules. Employees. - For purposes of these rules, 'employees' includes members of both sexes of teaching to the research and non-teaching of the University. Interpretation. - If any question arises relating to the interpretation of these rules, it shall

be referred to the Syndicate whose decision thereon shall be final. Statute 16

1. Pension-cum-Gratuity. - All members, whether temporary or permanent, are eligible for pensionary benefits subject to the conditions prescribed.

Eligibility and benefits. - The pension benefits are:-(i) Pension or service Gratuity, (ii) Death-cum-retirement gratuity, (iii) Family pension.

1. Constitution of the Pension Fund. - (i) A separate pension fund shall be constituted by the University with (i) the contribution from the University and (ii) from other sources as may be deemed necessary by the University, from time to time.

(ii) The University shall pay to each of its eligible employee a pension from the said pension fund at such rates as may be prescribed by the Government of Tamil Nadu. (iii) The University shall maintain money in the pension fund at such a level as may be required to pay the pension to all those who become eligible under these statutes. (iv) The pension fund shall be invested in fixed deposits in nationalized banks in such a phased manner as may be required to meet its obligations of pension payments or in any other approved Government financial institutions. (v) The administrative expenditure arising on account of maintaining the pension fund and making payments out of the same shall, however, be met by the University as a part of its regular administrative expenditure.

2. Conditions for grant of pension. - The main conditions for the grant of pensionary benefits are (i) the service should be under the University; and (ii) the service should be paid by the University.

3. Maintenance of service book. - (a) To compute these pensionary benefits, the following three have to be verified, computed with reference to the service book:-

(i) Qualifying service. (ii) Average emoluments. (iii) Last emoluments drawn. (b) Hence, the maintenance of service book in complete and up to date shape and entries therein duly verified and authenticated by the competent authority is essential. The record of verification of service with reference to pay bills and acquittances should be made periodically/annually in the service book under proper attestation. The date of birth should be correctly noted and attested.

4. Qualifying service for pension. - Qualifying service is to be computed, taking the total service of the employee from the date of his entering in service to the date of his retirement/death in service, which will be termed as Gross Qualifying Service. The broken period of a month is to be calculated separately taking 30 days as a month.

(a) From the Gross Qualifying Service the following are to be deducted to arrive at the Net Qualifying Service. Gross Qualifying Service: Y M D Deduct the following from the Gross Qualifying Service. (1) Boys service (Sendee prior to his completion of 18 years). (2) Extraordinary leave without medical certificate. (3) Suspension treated as a penalty. (4) Overstay of joining time, not regularized. Balance will be the Net Qualifying Service which is to be expressed in terms to completed half-year, without any rounding off to the next higher half-year. For example-

Y M D

(ii) 30 6 00 is 61 half-years

(b) Overstay of joining time, if not regularized either by extension of joining time or by grant of leave will be treated as "Overstay of joining time". This period will not count for pension. (c) The period of suspension should be decided at the time of finalizing disciplinary proceedings against any employee. If this period of suspension is partly treated as duty and partly as punishment, then, the punishment period will not be treated as duty and so it will not count for pension. If the entire period is to be treated as duty, then, that entire period will not count for pension. (d) Qualifying service for pension. - (i) In the case of an employee who takes up employment in this University after one or more earlier employment in Universities/Government and Aided Educational Institutions/Government autonomous bodies, his previous services shall be taken into account for calculating the pension, provided he contributes to the pension fund an equivalent to 10 per cent per mensem of the maximum of the scale of pay of the post he was holding within India prior to joining this University; or in case the previous employment was outside India, he shall contribute to the Pension Fund a sum equal to 10 per cent per mensem of the initial pay at which he is employed in this University. (ii) An employee may contribute to the pension fund by transfer of the accumulated balance in his pension account with his previous employer, if the accumulated amount is equal to the total computed as described in paragraph (d) (i). The deficit, if any, shall be borne by the employee concerned so also the surplus, if any, shall be taken by the employee concerned. In the case of transfer of pension account to the University Pension Fund as described in paragraph (d) (ii), the employee shall also bear the interest at the prescribed rate for the period taken by the transfer process. (iii) An employee may contribute for the whole or part of his period of employment with his previous employer and the period for which he contributes shall be deemed to be the period which shall be taken into account for pension purposes at this University. (e) Deemed length of service for calculating the pension. - the number of years for which an employee is deemed to be in the service of this University for the purpose of computing the rate of pension shall be the actual number of years in this University plus to the number of years for which he has brought in contributions to the Pension Fund as described in paragraph (d) (i). (f) Credit for earned and other leave. - The University employee who has accumulated to his credit any earned or other leave benefits in the previous place of employment shall not be entitled to carry forward the same to this University or from this University to any other institutions. (g) Pension fund of employees leaving their jobs. - The University shall pay either directly to the employee or to the new employer the pension fund accumulated to the credit of the employee who leaves the job of the University. (i) In case of employees, who get themselves appointed in other Universities/Government and Aided Educational Institutions/Government autonomous bodies to better their prospects or for other reasons, the University shall calculate the pension fund accumulation in their accounts on the date of leaving to service of the University and transfer them to the above institutions wherein they take up

employment provided there are such pension schemes in vogue in that institution where such persons are transferred.(ii) Pension contribution or for that matter any contribution made either by the individual or by the institutions may not be refunded to the employee if he/she resigned the job of the University. However, if he/she left the job to take up appointment in any other Universities/Government and Aided Educational Institutions/Government autonomous bodies, then, the pension contribution made may be transferred to new station.(iii) No pension is admissible to those who are removed, dismissed from service and to those who resigned the job to take up appointment in other Universities/Government and Aided Educational Institutions/Government Autonomous bodies, but not other private grounds.

5. Emoluments and average emoluments-Average emoluments. - (a) First of all "Emoluments" mean (i) pay, (ii) special pay (iii) personal pay, (iv) dearness pay, and (v) any other remuneration which is specially classed as "emoluments".

(b) "Average emoluments" means the average of monthly emoluments actually drawn during the last 10 months of the service of the member before his retirement. If during this period, a member was on extraordinary leave or on suspension treated as such, then, the period of calculation of 10 months is to be prepared to arrive at a total period 10 months.(c) It will, therefore, be seen that only actually drawn amounts during the last 10 months have to be taken into account and not any amount which was not actually drawn. But, there are some exception as noted below:-(i) Instead of the actual leave salary drawn during earned leave or half-pay leave, etc., the duty pay, which he would have drawn, but for going on leave will count.(ii) The increment which accrued during the earned leave of less than 120 days or the first 120 days of earned leave, if the total earned leave taken at a time exceeded 120 days, though not actually drawn, will be treated as having been drawn and included in the calculation of average emoluments.(d) Pay drawn in foreign service cannot be considered as emoluments for purpose of calculation of pensionary benefits. Only the pay which he would have drawn in the University, but for going on foreign service will count.

6. Pension, which is a monthly payment after retirement, calculated as per rules, will be payable only if a person completes a minimum qualifying service or 10 years (i. e., 20 half years).

Service Gratuity - In the case of retirement, where the total completed half-years of qualifying service is less than 20, the retiring person will be eligible for a lump sum payment of "service gratuity" in lieu of pension as per the graded scale indicated in list 'A' List 'A' Service Gratuity (Lumpsum Payment)

Completed half year	Rate of Gratuity	Months emolument
(1)	(2)	
1	---	
2.	1	Do.

3.	1*	Do.
4.	2	Do.
5.	2*	Do.
6.	3	Do.
7.	3*	Do.
8.	4	Do.
9.	43/8	Do.
10.	43/4	Do.
11.	51/8	Do.
12.	51/2	Do.
13.	57/8	Do.
14.	61/4	Do.
15.	65/8	Do.
16.	7	Do.
17.	73/8	Do.
18.	73/4	Do.
19.	81/8	Do.

7. Rate of pension. - (i) In the case of the members who have completed 33 years of qualifying service and above, the pension (monthly payment) is calculated at the following rate:-

50. per cent of the First Rs. 1,000 of average emoluments.

45. per cent of the next Rs. 500 of average emoluments.

40. per cent of the balance.

(ii) In the case where the qualifying service is less than 33 years or 66 half-years, the pension will be proportionate to that calculated as in (i) above in the same ratio as the actual completed half-years service bears to 66 half-years.

8. Retirement gratuity-Death-cum-retirements-gratuity. - (a) This is calculated in the last emoluments drawn by the University employee before his retirement at the rates indicated below for each completed half-year of qualifying service in the case of retirement, provided he has completed at least 5 years of qualifying service at the time of his retirement.

(b) In the case of retirement, the death-cum-retirement gratuity is calculated at 1/4th of the last emoluments drawn for each completed half-years of service, subject to a maximum of 16-1/2 times

of last emoluments drawn subject to a maximum of Rs.50,000.(c)in the case of death in service, while calculating death-cum-retirement gratuity, as per the formula indicated above, the minimum death-cum-retirement gratuity payable as follows:-(i)In the case of less than 1 year qualifying service-2 times the last emoluments drawn.(ii)Above 1 year, but less than 1 year qualifying service-6 times the last emoluments drawn.(iii)5 years of qualifying service and above. - 12 times the last emoluments drawn.

9. Family pension. - Rate of family pension. - (a) (i) This is also calculated with reference to last emoluments drawn and the rate prescribed for different pay slabs (as indicated below).

(ii)The family pension is to be calculated at the uniform rate of 30 per cent subject to a minimum of Rs.235 per mensem.(b)In the case of death in harness, if the deceased member had put in at least 7 years of qualifying service at the time of his death, then, the family is eligible for enhanced rate of family pension as indicated below for a limited period of 7 years from the date of the death or the date of superannuation, if he had remained alive, whichever is less and thereafter at the normal rate of family pension.Enhanced rate. -(i)half of the last emolument drawn; or(ii)Rs.500 whichever is less.(c)other pensions. - the classification of the other kinds of pension are-(1)Retiring pension (voluntary and compulsory);(2)Invalid pension;(3)Compensation pension.(1)Retiring Pension. - (A)(i) Voluntary retirement. - A member after completing 25 years of qualifying service or 50 years of age may retire voluntarily after giving to the appointing authority, a notice in writing at least three months before the date on which he wishes to retire, but only after the completing of the minimum period prescribed for such voluntary retirement in the University. However, he cannot withdraw such notice subsequently except with the specific approval of that authority and the withdrawal should be before the date from which he originally wanted to retire.(ii)The three months notice period is to be reckoned from the date of its receipt in the office of the immediate superior if he has addressed the appointing authority through proper channel or the date of receipt in the office of the appointing authority.(B)Compulsory retirement - (i) Similarly, the appointing authority can order compulsory retirement of a member in public interest after giving three months notice or three months pay in lieu of such notice at any time after the University Servant has completed 25 years of Qualifying Service or 50 years of age.(ii)In such cases, when the member has been compulsorily retired from service as a penalty, he may be granted gratuity by the authority competent to impose such penalty, pension or gratuity or both, at a rate not less than 2/3rd of normal pensionary benefits due to him, if he retired normally on that date of compulsory retirement.(2)Invalid pension. - This is granted to a person who by physical or mental infirmity, is permanently incapacitated for the University service.The date of effect of retirement will be the date of medical Certificate, of the member was on duty or the date on which he will return to duty, if he was on leave during the period when medical certificate was granted.If the infirmity is curable and the member refuses to get cured by operation or otherwise, no pension or gratuity need be admitted, if the competent authority decides so on merits.If the competent authority recommends a less laborious work than the one which he is presently involved, then the member may be appointed to that less laborious work on a lower pay or other wise if he does not accept the post, he can be granted pension.(3)Compensation Pension. - This is granted to a person who is discharged from service after giving 3 months notice owing to the abolition of a permanent post, if the member servant refuse to accept another

appointment on such pay as may be offered. No compensation is payable for the period in respect of which he receives pay and allowances in lieu of notice.

10. General instructions-Fixing the date of birth. - (i) For the calculation of pension, the date of birth of the member Servant is necessary; If the year alone is given, the date for birth should be taken as the first July of that year if the year and month as known but not the exact date, 16th of that month should be taken as the date of birth of the University servant.

(ii) The two dates, which necessitate the calculation of pensionary benefits are (a) the date of retirement and (b) the date of death in harness. (iii) Date of retirement in the month. - If the date of birth of the Government servant falls between the second day and the last day of the month, he will be permitted to retire on the Afternoon of the last day of that month (in the case of superannuation). (iv) Eligible services for pension. - In the case of a member who retired after a temporary or officiating service whether rendered in a regular capacity or not, shall count in full as qualifying service even if it is not followed by confirmation. All the leave with allowances and extraordinary leave on Medical Certificate will count for pension and gratuity.

11. Encashment of Earned Leave. - The earned leave at the credit of the member on the date of superannuation or retirement can be sanctioned by the authorities competent to sanction the earned leave.

(1) Commutation of pension. - All pensioners shall be allowed to commute for a lumpsum payment any portion not exceeding one third on the pension granted to him by the University. Power to refuse. - Sanctioning authorities (Pension sanctioning authorities) may in their discretion refuse commutation of pension in case of a pensioner who has been guilty of grave misconduct. (2) Commutation table. - The lump-sum payable on commutation shall be calculated in accordance with the table with the present values which may be prescribed, from time to time, by the Tamil Nadu Government. The table of the present value is given below:-

Age on next birthday	Commutation of Value expressed as number of years purchase	Age on next birthday	Commutation of Value expressed as number of years purchase
(1)	(2)	(1)	(2)
17	19.28	47	14.10
18	19.20	48	13.82
19	19.11	49	13.24
20	19.01	50	13.25
21	18.91	51	12.95
22	18.81	52	12.66
23	18.70	53	12.35

24	18.59	54	12.05
25	18.47	55	11.73
26	18.34	56	11.42
27	18.21	57	11.10'
28	18.07	58	10.78
29	17.93	59	10.46
30	17.78	60	10.13
31	17.62	61	9.81
32	17.46	62	9.48
33	17.29	63	9.15
34	17.11	64	8.82
35	16.92	65	8.50
36	16.72	66	8.17
37	16.52	67	7.85
38	16.31	68	7.53
39	16.09	69	7.22
40	15.87	70	6.91
41	15.64	71	6.60
42	15.40	72	6.30
43	15.15	73	6.01
44	14.90	74	5.72
45	14.64	75	5.44
46	14.37		

(3) Dedication of Commuted portion. - Commutation when sanctioned shall take effect on a date to be specified in the order. Such date shall ordinarily be about one month from the date of order and all calculations shall be made with reference to the date as specified. Payment of commuted portion of pension shall cease from the date specified and the sum payable on commutation shall be paid with reference to the date so specified. (4) Restoration not allowed. - A Commutation once given effect to cannot be rescinded, that is, the portion of the pension commuted cannot be restored on refund of its capitalized value. (5) Commuted sum paid to heirs. - If pensioner dies on or after the day following that on which commutation took effect but before receiving the commutation value, such value shall be paid to heir. (6) Commutation within one year of retirement. - Member who applied for commutation of pension within one year from the date of retirement on superannuation will not be subjected to medical examination. This condition will not apply to pensioners retiring otherwise than on superannuation and will not also cover persons retiring on superannuation who apply for commutation of pension after one year of their date of retirement. (7) Restoration to normal pension. - Pensioners shall be allowed restoration of the commuted portion of their pension as and when they complete fifteen years from the date of retirement. Statute 17 Travelling Allowance and Transfer Travelling Allowance

1. Government and special rules. - The rules issued under Tamil Nadu Special Pay and Allowances, Part II are applicable to the University employees in general. The Syndicate shall prescribe special rules for particular class of officers of the University and members of the various University Authorities Boards/ Committee.

2. Rules for exceptional cases. - Provided that the Vice-Chancellor may, in exceptional cases, allow travelling allowance at the rates higher than that admissible as per the Tamil Nadu Travelling Allowance Rules for specific reasons.

Statute 18
Provident Fund
Provident Fund-cum Insurance Scheme for the Employees of the Bharathiar University

1. General. - (1) These statutes shall be called "Provided Fund-Cum-Insurance Scheme Statutes" for the employees of the Bharathiar University, Coimbatore.

(2)Application. - These statutes shall apply to all Bharathiar University Academic and Non-academic employees.(3)Definition. - In these statutes, unless there is anything repugnant to the subject or context,-(i)'Fund' shall mean the Provident Fund established and maintained under these statutes;(ii)'Employees' shall mean Teaching and non-teaching employees of the Bharathiar University;(iii)'University' shall mean the Bharathiar University;(iv)'Syndicate' shall mean the Syndicate of the Bharathiar University;(v)'Teachers' shall mean the teaching staff as mentioned under the statutes prescribed;(vi)'Non-teaching' shall mean the administrative and establishment personnel;(vii)'Pay' includes pay, substantive and officiating, special pay, personal pay, leave salary and all dearness allowances;(viii)'Subscriber' shall mean a person eligible to subscribe to the fund under these statutes and subscribing thereon;(ix)'Subscription' shall mean the sum remitted to the fund by a subscriber under these statutes.

2. Date of coming into force. - These statutes shall come into force from such date to be notified subject to the provisions for these statutes. Subscription to the fund shall be compulsory for all employees.

Contribution of the Fund. - The fund shall be made up of-(a)Subscription; and(b)interest on the subscription.

4. Investment of the fund. - The corpus and all monies of the fund shall be invested in interest bearing securities as approved by the Syndicate on the recommendations of the Finance Committee.

(Note. - In the case of employees who are already subscribers to other Provident Funds of the Government or local bodies, etc., the amounts to their credit shall be transferred to the fund, if they are absorbed later in the University.)

5. Rate of subscription. - The minimum rate of subscription payable by each subscriber based on his emoluments shall be as known in the table below:-

Serial Number	Emoluments	Minimum rate of monthly subscription
(1)	(2)	(3)
	Rs.	Rs.
1	185-250	15
2	251-350	20
3	351-500	30
4	501-650	40
5	651-800	50
6	801-1000	60
7	1001-1150	70
8	1151-1300	80
9	1301-1500	90
10	1501-1650	100
11	1651-1800	110
12	1801-2000	120
13	2001-2150	130
14	2151-2300	140
15	2301-2500	150
16	2501-2650	160
17	2651-2800	170
18	2801-3000	180

(ii) Voluntary increase of subscription. - Voluntary increase and above the rate of subscription in the above table is permissible and it shall be made by a subscriber only on two occasions in a year, namely, in the pay for March drawn in April and in the pay for September drawn in October. Such members are also allowed to reduce the rate of subscription once in a year subject to the condition that minimum subscription will be as indicated in the above table. (iii) Temporary employees to subscribe. - An employee who is continuously employed for not less than six months, will be required to subscribe to the Provident Fund, irrespective of the fact whether he is a temporary or a regular employee. (iv) When to cease subscribing. - Four months prior to the month of retirement or superannuation the subscriber shall cease to subscribe to the Provident Fund.

6. Recovery of subscription. - The subscription of each subscriber shall be deducted every month from the his pay and credited to his account. It shall be considered as paid to the fund on the first day of the month following that in respect of which the pay is due.

7. Accounts. - The account of subscriber shall below:-

1. The amount of his subscriptions with interest thereon.

2. Forfeiture, if any, under these statutes.

3. Money, if any, debited against such account.

8. Interest on subscription-Rate of interest. - (i) Compound interest at the rate allowed every year to Government Servants of Tamil Nadu under General Provident Fund shall be allowed on the subscriptions less the amount of advances, it any, remaining unpaid.

(ii) In the event of resignation or retirement of a subscriber, interest shall be calculated up to the date of his resignation or retirement. If a subscriber proceeding on leave preparatory to retirement desires to close his provident fund account, interest shall be payable only up to the date of application for such closing of account. In the event of the death of a subscriber, interest shall be calculated upto the date of payment to the nominees or legal heir of the deceased, provided, however, no interest shall be paid for any period exceeding 6 months from the date of his death.

9. Rights in respect of subscriptions and interest-Rights of paying back to heirs. - In the event of a subscriber ceasing to be the employee of the University or on his death, the Syndicate shall, subject to any deduction to be made on account of all sums due from him to the University fund, pay to the person entitled thereto the amount of subscription and the interest thereon standing to his credit on the date of his ceasing to be in such employment or on his death, together with, in the case of death, interest for such further period as may be allowable under statute II.

10. Nominees. - (i) Every subscriber shall, on admission to this fund fill, sign in the presence of two witnesses and deliver the "Form of Nomination" appended in the prescribed form. A subscriber shall ordinarily nominate his wife or his children, natural or adopted; in the case of unmarried employee, he shall ordinarily nominate his parent, brother or sister. If there are no such

persons mentioned above, he/she can nominate any person/persons or a body of individuals incorporated or not.

(ii) Revision of nominations. - He shall be at liberty to deliver revised nominations, from time to time. This nomination shall be kept in the personal custody of the Finance Officer of the University. An acknowledgement shall be sent for every nomination, shall be returned to the subscriber along with the acknowledgement for the revised nomination, shall be recognized by time fund and the receipt of such person or such persons shall be complete discharge of all liabilities in respect of such person or such persons shall be complete discharge of all liabilities in respect of the fund. A register shall be maintained in the Finance Section in which the name of all nominees shall be entered. (iii) Rights to refuse, accept nominations. - The subscriber may nominate a person or any member or persons as his nominee or nominees and if he nominates more than one person he must enter in the form of nomination the proportion in which the amount payable shall be distributed among them. The nomination shall normally be accepted by the Vice-Chancellor of the University. The Syndicate shall have the right to refuse to accept the nomination of any person without assigning any reason for such refusal and the subscriber shall, thereupon, register some other person approved by the Syndicate.

11. Liability/Non-liability of forfeiture of the Fund. - (i) The University will not be bound by nor will it recognize the assignment or encumbrance executed or attempted to be created which affect the disposal of the amount standing to the credit of a subscriber who dies before retirement.

(ii) The subscriptions and interest thereon of a subscriber are not liable to forfeiture on dismissal or on conviction by a criminal Court except of an offence for which the penalty of forfeiture of the offender's property is ordered by a competent Court of law.

12. Closing of accounts and payments. - The account of each subscriber shall be closed-

(i) when he is dismissed or removed or, discharged from the service of the University or called upon to resign on account of misconduct or inefficiency or when he resigns; or (ii) when he retires from service or when his services are dispensed with owing to a reduction of establishment; or (iii) when he dies: Provided that when a subscriber is dismissed, removed or discharged from the services, the amount standing to his credit in the fund shall not be paid to him until the appeal time allowed, if any, is over or unless he states in writing that he will not prefer an appeal; (iv) When a subscriber proceeds on leave preparatory to retirement, at anytime between the date of commencement of such leave and the date of retirement; (v) When the account of a subscriber is closed, the amount payable to him under these rules shall be audited by the University before payment.

13. Temporary withdrawals. - (1) The Vice-Chancellor may, at his discretion, grant to a subscriber an advance of a sum which does not exceed 75 per cent of the amount of the subscriptions and interest thereon standing to his credit at the time of making such advance for any of the following purposes:-

(a) to pay the expenses incurred in connection with the illness of himself or a member or members of his family dependant upon him. (b) to pay the expenses in connection with marriages, funerals or ceremonies which by the religion of the subscriber it is incumbent upon him to perform and in connection with which it is obligatory that expenditure should be incurred. (c) for such other purposes as the constructions of house, purchase of a site or a house as the authority may consider reasonable. (2) Advance shall be recovered in 36 monthly instalments (unless the subscriber elects earlier repayment of the sum) deducted from the subscriber's pay commencing from the first payment of a full month's pay after the advance is granted. (3) No interest need be recovered from the subscriber for the temporary withdrawals granted to him. (4) (a) A subscriber may be granted with a second advance for the purpose mentioned in sub-section (1) above by the Vice-Chancellor after the expiry of six months from the date of sanction of the first advance, the quantum of second advance shall not exceed 75 per cent of the amount of subscription and interest thereon standing to his credit at the time of making such advance. (b) The recovery of his advance shall be fixed with reference to the consolidated amount of advance outstanding and the number of instalments shall be regulated under sub-clause (2) above.

14. Part final withdrawal. - (1) Part final withdrawals may be sanctioned by the Vice-Chancellor for the reasons mentioned under statute 13, at any time after the completion of fifteen years of service (including broken period of service, if any) of a subscriber or within ten years before the date of his retirement on superannuation, whichever is earlier, from the amount standing to his credit in the fund. Only one withdrawal can be allowed for one and the same reason.

(2) Conversion of a temporary withdrawal into a part final withdrawal. - A subscriber who has already drawn or may draw in future a temporary, withdrawal under statute 13 for any of the purposes specified thereon may convert at his discretion, by written request addressed to the Vice-Chancellor the balance outstanding against him into a final withdrawal, subject to the eligibility of service included in statute 14(1). Explanation. - In cases where all the advances consolidated are convertible and the subscriber requests for conversion of all these advances, the entire outstanding balance shall be allowed to be converted into a part-final withdrawal. There shall be an interval of twelve months between one part final withdrawal and another. The same duration is applicable between one conversion of part final withdrawal and the next part-final withdrawal. (b) There shall be interval of six months between the sanction of one part-final withdrawal and one temporary withdrawal and vice versa.

15. Accounts. - (1) The account of every subscriber shall be made up to yearly as on 31st March.

(2)Account Slip. - Each subscriber shall, at the close of the year, be furnished with a statement of his account showing the amount of the subscription and interest thereon and the amount of advances outstanding, if any.

16. Group Insurance. - Every member of the teaching and non-teaching staff of the University shall subscribe to the Group Insurance scheme instituted by the University.

17. Maintenance of account. - The following Account books/forms shall be maintained by the Finance Officer in the Finance Section in the forms prescribed:-

(a)Account Books-(i)Register of Subscriber,(ii)Cashbook.(iii)Abstract of Fund Institution.(iv)Provident Funds Ledger.(v)Register of Withdrawals.(vi)Investment Register.(b)Forms(i)Nomination form.(ii)Annual Account Slips.(iii)Application for temporary withdrawal.(iv)Application for part-final withdrawal.(v)Refund voucher.

18. Statutes binding on subscribers. - Save as otherwise provided for in Serial number 19 and statute 20, these statutes and any amendments thereto shall be binding on every subscriber and every person deriving title from him.

19. Interpretation. - The power of interpreting these statutes and or deciding cases of dispute or doubt is vested in the Syndicate and its decision shall be final

20. Management. - The Syndicate may, from time to time, issue general or special instructions as maybe necessary consistent with the statutes for time being in force as to-

Conduct of the Business of the Fund;Any other matter relating to the Fund.

21. Alterations in the statements. - The power of amending or adding to, or replacing these statute or any of them shall vest in the Syndicate. The subscribers in service on the introduction of such changes shall be bound by such amendments.

Power to add or to Amend.(Sections 25 and 34 of the Act)Amendments to the statutes. - The Syndicate shall be competent to alter, add or to amend or to cancel any of the above statutes, from time to time, subject to the provisions contained in section 34 of the Act unless provided in these statutes.Statute 20InterpretationInterpretation. - On all questions of interpretation of these statutes, the decision of the Vice-Chancellor of the University shall be final. For the matters not specifically covered in the service statutes of the University employees, such rules governing the servants of Tamil Nadu Government shall apply unless otherwise decided by the Syndicate.Statute 21SavingTo frame necessary rules. - Such other rules as are considered necessary to carry out the functions of the University will be framed by the* Syndicate as and when necessary under the respective headings.

Chapter XIX

Convocations for Conferring Degree

- 1. Statute-Convocations. - Convocations, for the purpose of conferring degrees shall ordinarily be held twice every year, in the months of February and October and or at such other times as the Chancellor shall direct.**
- 2. Statute-Date of application. - Candidates for degrees must submit to the Registrar their applications for admission to their degrees in the prescribed forms with the prescribed fee on or before 15th January and 15th September respectively for the convocations to be held in February and October. No person shall be admitted to a convocation who has not thus sent in his application to the Registrar.**
- 3. Statute-Penalty for absence. - Any person, who having sent in his name to the Registrar as a candidate for a degrees at a convocation, fails to appear on that occasion shall, when next he applies for his degree, pay again the prescribed fee.**
- 4. Statute-Degree "in absentia". - A candidate for a degree may also be admitted in absentia to that degree on payment of the prescribed fee.**
- 5. Statute. - Admission to convocation a second time for the same Degree. - No candidate who has already in the proceeded to a Degree and has been awarded his Diploma shall be admitted same degree, a second time at a convocation notwithstanding that he may have qualified in an addition group or branch or in an additional language.**

6. Statute. - Assembly in Syndicate Hall. - The Chancellor, Pro-Chancellor, Vice-Chancellor, Deans of the Faculties, and members of the Syndicate shall wear the academic robes prescribed and assemble in the Syndicate room at the appointed hour.

In the absence of the Chancellor, the Pro-Chancellor shall preside and in his absence the Vice-Chancellor shall preside, in their absence, another member of the Syndicate nominated by the Chancellor shall preside.

7. Statute-Graces of Syndicate. - The graces of the Syndicate on behalf of the candidates for admission to the several degrees will be supplicated in the following order:

Law-by the Dean, Faculty of Law.Medicine-by the Dean, Faculty of Medicine.Engineering and Technology and Applied Science. - by the Dean, Faculty of Engineering and Technology.Science-By the Dean, Faculty of Science.Teaching-by the Dean, Faculty of Teaching.Arts-by the Dean, Faculty of Arts.Management Sociology Social Work Population Studies. - By the Dean, Faculty of Social Science.

8. Statute-Form of Grace. - The formula to be used for each grace shall, mutatis mutandis, be as follows:-

.....Chancellor, move that a grace of the Syndicate be passed that those persons whom the Syndicate on the reports of the Examiners has certified to be qualified for the Degrees in the Faculty of be admitted to that those Degrees.

9. Statute-Passing of Grace. - Whereupon the Chancellor shall put the question 'Doth it please you that this grace be passed' and the Syndicate assenting the Chancellor shall, say 'This grace is passed.'

10. Statute-Procession. - When all the graces have been passed, the Chancellor, Pro-Chancellor, Deans of the Faculties and members of the Syndicate shall proceed, in procession to the hall in which the degrees are to be conferred.

11. Statute-Arrangement of seats. - The hall shall be so arranged that the Chancellor's chair may be somewhat in advance; the chairs assigned to the Pro-Chancellor, the Vice-chancellor, Deans of the Faculties, and members of the Syndicate being so arranged as to leave full space for the presentation of the candidates, Special seats shall be provided in the hall for the members of

the Senate and the Standing Committee on Academic Affairs.

12. Statute. - Seating of candidate. - The candidate shall wear the gowns and hood pertaining to their respective degrees, and shall be arranged opposite to the Chancellor.

13. On the precession entering the hall, the candidates shall rise and remain standing until the Chancellor, Pro-Chancellor, Vice-Chancellor, Deans of the Faculties and members of the Syndicate have taken their seats.

14. Statute-Procedure. - The Chancellor, Pro-Chancellor, Vice-Chancellor, Deans of the Faculties and members of the Syndicate having taken their places, the Chancellor shall say:

This Convocation of the Bharathiar University has been called to confer degrees upon (Person of eminence on whom the Syndicate has decided to confer honorary degrees) the candidates who, in the examinations recently held for the purposes have been certified to be worthy of the same. Let the candidates stand forward.

15. Statute. - Questions. - Then, the candidates standing, the Chancellor shall put to them the following Questions:-

Questions. - Do you sincerely promise and declare that if admitted to the degrees for which you are severally candidates, and for which you have been recommended, you will in your daily life and conversation conduct yourself as becomes members of this University ?Answer - I do promise. Questions. - Do you promise that to the utmost of your opportunity and ability you will support and promote the cause of morality and sound learning ?Answer - I do promise. Questions. - Do you promise that you will, as far as in you lies, uphold and advance social order and the well-being of your fellowmen ?Answer - I do promise. In the case of candidates for professional degrees, the following addition shall be made:-Questions. - Do you promise that you will faithfully and carefully fulfill the duties of the legal, medical, engineering, technological, commercial and teaching professions, that you will, on all occasions, maintain their purity and reputation, and that you will never deviate from the straight path of their honourable exercise by making your knowledge subservient to unworthy ends ?Answer - I do promise.

16. Statute-Address. - Then a convocation address may be made to the Candidates by a member of the Senate or Syndicate or a member of the Standing Committee on Academic Affairs or any other worthy person appointed by the Chancellor.

17. Statute. - The Chancellor shall say: Let the candidate be now presented.

18. Statute-Presentation of degrees. - Then the candidates shall be presented to the Chancellor by the heads of their respective colleges being members of the Senate or by other members of the Senate or Syndicate, the candidates having first received their diplomas from the Registrar.

19. Statute. - When all the candidates for the degrees in a Faculty have been presented, the Chancellor shall say to the candidates who shall remain standing:

By virtue of the authority vested in me as Chancellor/Pro-Chancellor/ Vice-Chancellor of the Bharathiar University, I admit you to the several degrees in Faculty of .. for which you have been declared qualified in this University and in token thereof you have been presented with these diplomas and authorize you to wear the robes ordained, as the insignia of your degree.

20. Statute-Record of Degrees. - When all the candidates have been presented, the Registrar shall lay the record of the degrees that have been conferred before the Chancellor who shall sign the same.

21. Statute-Dissolution of convocation. - After the admission of all the candidates to various degrees, the Chancellor, Pro-Chancellor, Vice-Chancellor, Deans of the Faculties and members of the Syndicate shall rise up and the Chancellor shall say:

"I dissolve this Convocation".

22. Statute-Procession. - Then the Chancellor, Pro-Chancellor, Vice-Chancellor, Deans of the Faculties and members of the Syndicate shall retire in procession to the Syndicate room, the graduates standing.

23. Statute. - Procedure for honorary Degree. - Nothing in the foregoing statutes except statutes 6,10,11,12,14,19,20, 21 and 22 of this Chapter in so far as they are applicable, shall apply in the case of honorary Degrees.

Chapter XX

[Convocation dress design and colours name not printed].

Chapter XXI

University Professorship, Readership and Lecturership, University Lecturers

1. Statute Act S. 25. - The Syndicate shall have the power to institute Lecturerships, Readerships, Professorship (including Assistant or Associate Professorship) and any other teaching posts and ancillary service required by the University.

Statute - Such posts shall come within the purview of one or other of the Departments already instituted in the University.

2. Financial provisions for posts. - Before instituting such posts, the Syndicate shall be satisfied with the availability of necessary financial provision from grants from the State, Centre or the University Grants Commission or requests from a individual or organization towards the maintenance of such posts. The institution shall specify the number and nature of posts and ancillary personnel and once the same is adopted, it shall be deemed to be the sanctioned personnel and shall be entered in the service register of the departments.

3. Suspension or abolition of posts. - The Syndicate shall have power to suspend or abolish any Professorship (including Assistant or Associate Professorship), Readership, Lecturership or other teaching posts and ancillary personnel.

4. Categories of teachers and their duties. - The teachers of the University shall be of three categories, viz., Professors (including Associate or Additional Professors), Readers and Lecturers.

The duties of Readers and Lecturers shall be (a) to teach, and (b) to engage in research. The duties of Professors shall include in addition to teaching and research guidance and coordination of studies in their respective subjects in consultation and co-operation with the colleges. Research scholars may be assigned at a meeting of all teaching staff of the concerned departments. Dean of faculty and the Vice-Chancellor, convened for the purpose immediately after the selection of research scholars for guidance and supervision to Professors, Readers and Lecturers, but no teacher shall ordinarily have more than 8 (eight) research scholars at any time.

5. Syndicate to appoint teachers. - The Syndicate shall appoint the University Lecturers, University Readers and Professor, Associate or Additional Professors in accordance with the Act.

It shall also be competent to the Syndicate, subject to such conditions as may be prescribed, to fix their emoluments and to suspend and dismiss any University teacher on the report of Vice-Chancellor after due enquiry.

6. Teachers without salary. - It shall be open to the Syndicate to appoint teachers of the University without salary to take part in University work in their respective subjects.

7. Full time teachers and their selection. - Full time teachers of the University shall be selected by a selection committee, which shall be as detailed below:-

(1) Act S. 44 A. - There shall be selection committees for making recommendations to the Syndicate for appointment to the post of Professor, Assistant Professor, Reader, Lecturer and Librarian of Institutions maintained by the University. (2) Act S. 44 A. - The Selection Committee for appointment to the posts specified in column (1) of the Table below shall consist of the Vice-Chancellor, a nominee of the Chancellor, a nominee of the Government and the persons specified in the corresponding entry in column (2) of the said Table and in the case of appointment of a Professor, Assistant Professor, Reader or Lecturer, in a department where there is no Head of the Department, shall also consist of a person nominated by the Standing Committee on Academic Affairs from among its members:-

Professor, Assistant Professor or Reader.	(i) The Head of the department concerned if he is a Professor. (ii) One Director or a Dean or a Professor to be nominated by the Vice-Chancellor. (iii) Three persons not in the service of the University, nominated by the Syndicate, from out of a panel of names recommended by the Standing Committee on Academic Affairs for their special knowledge or interest in the subject with which the Professor, Assistant Professor or Reader will be concerned.
Lecturer.	(i) The Head of the Department concerned. (ii) One Professor to be nominated by the Vice-Chancellor. (iii) Two persons, not in the service of the University, nominated by the Syndicate, from out of a panel of names recommended by the Standing Committee on Academic Affairs for their special knowledge of, or interest in the subject with which the Lecturer will be concerned.
Librarian.	(i) Two persons not in the service of the University who have special knowledge of the subject of Library Science or Library Administration to be nominated by the Syndicate. (ii) One person not in the service of the University nominated by the Syndicate.

Explanation I. - Where the appointments are being made for an inter-disciplinary project, the head of the Project shall be deemed to be Head of the Department concerned. Explanation II. - The Professor to be nominated shall be the Professor concerned with the speciality for which the selection is being made and that the Vice-Chancellor shall consult the Head of the Department and the Dean of Faculty before nominating the Professor. Explanation III. - At least three out of four or two out of three members, as the case may be, concerned with the speciality referred to under column (2) shall be present at the Selection Committee meeting. (3) Act S. 44 A. - The Vice-Chancellor shall preside at the meetings of a Selection Committee. (4) Act S. 44 A. - The meeting of the Selection Committee shall be convened by the Vice-Chancellor. (5) Act S. 44 A. - The procedure to be followed by a Selection Committee in making recommendations shall be laid down in the ordinances. (6) Act S. 44 A. - If the Syndicate is unable to accept the recommendations made by a Selection Committee, it shall record its reasons and submit the case to the Chancellor for final orders. (7) Act S. 44 A. - Appointments to temporary posts shall be made in the manner indicated below:-(i) If the temporary vacancy is for duration longer than one academic option, it shall be filled on the advice of the Selection Committee in accordance with the procedure by the Syndicate in the foregoing provisions: Provided that if the Vice-Chancellor is satisfied that in the interest of work it is necessary to fill the vacancy, the appointment may be made on a temporary basis by a local selection committee referred to in sub-clause (ii) for a period not exceeding six months. (ii) If the temporary vacancy is, for a period less than a year, an appointment to such vacancy shall be made on the recommendation of a local selection committee consisting of Dean of the Faculty concerned, the Head of the Department and a nominee of the Vice-Chancellor: Provided that if the same person hold the offices of the Dean and the Head of the Department, the selection committee may consist of two nominees of the Vice-Chancellor: Provided further that in case of sudden casual vacancies, teaching posts caused by death or any other reason, the Dean may, in consultation with the Head of the Department concerned, make temporary appointment for a month and report to the Vice-Chancellor and the Registrar about such appointment. (iii) No teacher appointed temporarily shall, if he is not recommended by regular selection committee for appointment under this Act, be continued in service on such temporary employment unless he is subsequently selected by a local selection committee or a regular selection committee for a temporary or permanent appointment, as the case may be.

8. Guidance Selection Committee can recommend a person in lower grade. - It shall be competent for the Selection Committee to recommend in the case of appointment to a Professorship or Readership, a person in the grade of Reader or Lecturer, if in its opinion, none of the applicants come up to the standard excepted of a Professor, a Reader, as the case may be.

9. Act S. 57. (1) Teachers, etc., at Coimbatore centre in the teachers of Bharathiar University. - Every person who immediately before the notified date is serving in connection with the affairs of the University of Chennai in the University. Centre at Coimbatore shall, as from the said date, become an employee of the Bharathiar University, shall cease to be an employee of the

University of Chennai.

10. Syndicate to invite outstanding persons to serve as Professors. - It shall be competent for the Syndicate to invite persons of acknowledged standing in the subject to serve as Professor, Director in the University under such terms and conditions and for such period as it may determine without the report of a Selection Committee, provided the post is already sanctioned.

11. Probation. - Full-time teachers and non-teaching staff (except class-D) attached to the department shall, in the first instance, be appointed on probation for a period of two years within a continuous period of three years. The work of each teacher shall be reviewed 3 months prior to the end of probation by an Expert Member of Committee constituted by the Vice-Chancellor and, on satisfactory report, the teacher and non-teaching personnel attached thereon shall be confirmed, should the report be unsatisfactory the probation shall be extended determined as per the recommendations for the committee. The order extending or terminating the probation shall be issued within 3 months after the date of completion of the probation period.

12. Work of Department to be reviewed by Expert. - Full-time teacher on confirmation shall be continued in service till he completes 60 years of age subject to review of work by Expert Committee periodically, once in five years. The teacher shall comply with such suggestions and improvements as maybe suggested in the nature or quality of his work by the Experts.

13. Full-time teachers shall be eligible on confirmation to such leave, provident fund and pension benefits as may be prescribed by the statutes.

14. Teachers not to engage in other work. - No other teacher of the University shall engage himself in any assignment of honorary nature or remunerative work other than that of his office without the express permission of the Vice-Chancellor. A teacher cannot also engage himself in any profession or trade. A teacher may be permitted to accept any assignment of honorary nature or remunerative work ,at the discretion of the Vice-Chancellor, without detriment to the University duties. The total days of absence for attending to these assignments, honorary and/or remunerative and also- conferences seminars, etc., held outside Coimbatore should not exceed 15 days in a year.

15. Teacher to reside in Coimbatore. - Teachers shall be required to live in Coimbatore and in the event of their going out of Coimbatore on any assignment of honorary nature or remunerative work, permission of the Vice-Chancellor shall be obtained.

16. Vacation for teachers. - Teachers shall be entitled to summer vacation of two months, i.e., May and June, in addition to Gazetted holidays and Sundays. They shall be entitled to such leave as may be prescribed.

17. Study leave. - The Syndicate may grant study leave to a teacher in very special cases for any specialized study on training, but such leave shall not exceed two years. Such leave may be with salary or on loss of pay. The teacher will be paid his salary during study leave with salary only in Rupees. If such study leave is for 2 years, he shall execute a bond to serve the University, for not less than 5 years after return, and if it be one year, he shall serve for not less than 3 years on return.

18. Nothing in the above Laws shall prevent the establishment in special cases of short term appointments with special arrangements as regard salary.

19. Work and hours of attendance. - The University Professors, Readers and Lecturers shall perform such duties as may be assigned to them by the Syndicate, Vice-Chancellor apart from teaching, study and research. They shall also participate in Inter-collegiate/University post-graduate teaching as may be agreed upon between the University and colleges. They shall be available in the Departments on all working days between the hours of 10-30 a.m. and 5-00 p.m. except when they have morning or evening classes, when the hours for such teachers may be changed with the concurrence of the Vice-Chancellor.

University Departments

1. Statute-Syndicate to initiate the formation of Departments. - The Syndicate shall initiate the formation of departments of teaching, study and research at the University and at the University. Colleges shall also, in consultation with the Standing Committee on Academic Affairs, prescribe the qualifications of the teachers and other persons employed by the University.

2. Departments in the University. - The University shall have the following departments of teaching, study and research:-

1. Department of Economics.

2. Department of Mathematics.

3. Department of Statistics.

4. Department of Physics.

5. Department of Chemistry.

6. Department of Botony.

7. Department of Zoology.

8. Department of Sociology.

9. Department of Psychology.

3. The Syndicate may formulate proposals for the formation of additional departments in addition to the existing departments at the time of establishing the University.

4. University Department. - A University department of study and research is one established and maintained under the direct control of the University.

5. A department of teaching is one which deals with a branch of knowledge pursued in the University and which is comprised within a Faculty of the University.

6. Act S. 45(1). - Heads of the Departments. - Each department of the University shall have a Head who shall be a Professor or Director, and whose duties and functions and terms and conditions of appointments shall be as prescribed in the ordinances, provided that if there is more than one Professor in any Departments, the Head of the Departments shall be appointed in the manner prescribed by the ordinance:

Provided further that in a department where there is no Professor, an Assistant Professor or a Reader may be appointed as head of the Department in the manner prescribed by the ordinance.

7. Act S. 45(2). - Professor or Reader may decline the Headship of Departments. It shall be open to a Professor or Assistant Professor or Reader to decline the offer of appointment as Head of the Department.

8. Act S. 45(3)-Term of Head of Departments. - A person appointed as Head of the Department shall hold office as such for a period of three years and shall be eligible for reappointment.

9. Act S. 45(4 and 5)-Functions of Head of Department. - A Head of the Department may resign his office at any time during his tenure of office.

A head of the Department shall perform such functions as may be prescribed by the ordinance. Statute - In particular, he shall co-ordinate the work of the department, generally look after the administrative work of the department, submit periodical reports on the work of the department and of every member thereof while allowing academic freedom to every member of the staff, prepare the budget estimates, pass bills for payment with a certificate of such entry, etc. He shall act as liaison between the Vice-Chancellor and the department.

Chapter XXII

Inter Collegiate and University Lecturers

1. Post-graduate course may be conducted on the basis of inter-collegiate University lectures, so that special subjects comprised in the course may be dealt with by specialists in the subject. The Syndicate may also sanction affiliation of any branch of post-graduate study if such study are available in the colleges. The Syndicate may also sanction special lectures by the University teachers, who have specialized in various fields for the postgraduate students in college.

2. On an application by the heads of two or more colleges, the Syndicate may sanction inter-collegiate arrangements for the delivery of courses of lectures jointly to the students of those colleges.

3. Attendance at such inter-collegiate lectures, or University lectures shall be compulsory and shall be treated for purposes of attendance at the same lines in lectures in colleges, and the minimum attendance prescribed shall be

necessary for registering a candidate for the examinations.

Chapter XXIII

Legislation

1. Statute-Laws of the University. - The Act, the statutes, ordinances and regulations shall constitute the Laws of the University.

2. Act S. 33-Statute. - Subject to the provisions of this Act, the statutes may provide for all or any of the following matters, namely:-

(i)the holding of convocation to confer degrees;(ii)the conferment of honorary degrees and academic distinctions;(iii)the constitution, powers and functions of the authorities of the University;(iv)the manner of filling vacancies among members of the authorities;(v)the allowances to be paid to the member of the authorities and committees thereof;(vi)the procedure at meetings of the authorities including the quorum for the transactions of business at such meetings;(vii)the authentication of the orders of decisions of the authorities;(viii)the formation of departments of teaching at the University and the University colleges;(ix)the form of office and methods of appointments and conditions of service of the officers of the University other than the Chancellor and the Pro-Chancellor;(x)the qualifications of the teachers and other persons employed by the University;(xi)the classification, the method of appointment and determination of the terms and conditions of service of teachers and other persons employed by the University;(xii)the institution of pension, gratuity, insurance or provident fund for the benefit of the officer, teachers and other persons employed by the University;(xiii)the institution of fellowship, travelling fellowships, scholarships, studentships, bursaries, exhibitions, medals and prizes and the condition of award thereof;(xiv)the establishment and maintenance of halls, hostels and laboratories;(xv)the conditions for registration of graduates and the maintenance of register thereof;(xvi)the conditions for residence of students of the University in the halls and hostels and the levy of fees and other charges for such residence;(xvii)the conditions of recognition or approved colleges and of affiliation to the University of affiliated colleges;(xviii)the manner in which, and the conditions subject to which, a college may be designated as an autonomous college or the designation of such college may be cancelled and the matter incidental to the administration of autonomous colleges including the constitution or reconstitution, powers and duties of Standing Committee on Academic Affairs, Staff Council, Boards of Studies and Boards of Examiners;(xix)the delegation of powers vested in the authorities of officers by the University; and(xx)any other matter, which is required to be or may be prescribed by the statutes.

3. Act S. 34 statutes how made. - (1) The Syndicate may, from time to time, make statutes and amend or repeal the statutes, in the manner hereinafter provided in this section.

(2)The Standing Committee on Academic Affairs, may propose to the Syndicate the draft of any statute to be passed by the Syndicate and such draft shall be considered by the Syndicate at its next meeting:Provided that the Standing Committee on Academic Affairs shall propose the draft of any statute or of any amendment to a statute relating to matters other than academic affairs.(3)The Syndicate may consider the draft proposed by the Standing Committee on Academic Affairs under sub-section (2) and may either pass the draft statute or reject or return it with or without amendments to the Standing Committee on Academic Affairs for reconsideration.(4)(a)Any member of the Syndicate may propose to the Syndicate the draft of a statute and the Syndicate may either accept or reject the draft, if it relates to a matter not falling within the purview of the Standing Committee on Academic Affairs.(b)In case such draft relates to a matter within the purview of the Standing Committee on Academic Affairs, the Syndicate shall refer it for consideration to the Standing Committee on Academic Affairs, which may, either report to the Syndicate that it does not approve the draft or submit the draft to the Syndicate in such form as the Standing Committee on Academic Affairs may approve and the Syndicate may either pass with or without amendment or reject the draft.(5)A statute passed by the Syndicate shall be submitted to the Chancellor who may assent thereto or withhold his assent. A statute passed by the Syndicate shall have no validity until it has been assented by the Chancellor.

4. Act S. 35-Ordinances. - Subject to the provisions of this Act and the statutes, the ordinances may provide for all or any of the following matters, namely:-

(i)the admission of the students to the University and its approved or affiliated colleges and the levy of fees in University colleges and laboratories;(ii)the courses of study leading to all degrees, titles, diplomas and other academic distinctions of the University;(iii)the conditions of residence of students of the University and the levy of fees for residence in hostels maintained by the University;(iv)the conditions of recognition of hostels not maintained by the University;(v)the conditions under which the students shall be admitted to the courses of study leading to degrees, titles, diplomas and other academic distinctions of the University;(vi)the conduct of examinations of the University and the conditions on which students shall be admitted to such examinations;(vii)the manner in which exemption relating to the admission for student to examinations may be given;(viii)the conditions and mode of appointments and duties of examining bodies and examiners;(ix)the qualifications and emoluments of teachers of the University;(x)the fees to be charged for courses of study, research, experiments and practical training and for admission to the examinations for degrees, titles, diplomas and other academic distinctions of the University;(xi)the qualifications and emoluments of teachers of the University;(xii)the conditions subject to which persons who may hereafter be permanently employed may be recognised as qualified to give instruction in affiliated and approved colleges and hostels; and(xiii)any other matter which by this Act, or the statutes is to be made or may be provided for by an ordinance.

5. Section 36-Ordinances how made. - (1) In making ordinances, the Syndicate shall consult -

(i)the Boards of Studies when such ordinances affect the appointment and duties of examiners; and(ii)the Standing Committee on Academic Affairs when they affect the conduct or standard of examinations, or the conditions of residence of students.All ordinances made by the Syndicate shall have effect from such date as it may direct, but every ordinance so made be submitted as soon as may be to Chancellor and the Senate and shall be considered by the Senate at its next succeeding meeting.The Chancellor may direct that the operation of any ordinance shall be suspended until such time as the Senate has had an opportunity of considering the same.

6. Act Section 37-Regulations how made. - (1) The Standing Committee on Academic Affairs may make regulations consistent with this Act. The statutes and the ordinances to carry out the duties assigned to it hereunder.

(2)All such regulations shall have effect from such date as the Standing Committee on Academic Affairs may direct, but every regulation so made shall be submitted as soon as may be to the Senate for its consideration at its next succeeding meeting.

7. Syndicate to decide whether any matter comes within the scope of statutes ordinances or regulations. - When any question arises whether any subject matter of administration comes within the scope of the statute, ordinances, or regulations, the Syndicate shall decide the issue and its decision thereon shall be final. It shall be also the duty of the Vice-Chancellor to see that the provisions of the Act, the statutes, ordinances and regulations are faithfully observed and carried out.

Chapter XXIV

Affiliation and Approval of Colleges

1. Act Section 2. - (a) "Affiliated Colleges" means any college situated within the University area and affiliated to the University and providing courses of study for admission to the examinations for degree of the University and include a college deemed to be affiliated to the University under this Act.

Act Section 60(6) - All colleges including oriental colleges within the University area which immediately before the notified date (a) continue to be nominated to or recognised by, the University of Chennai and (b) provide course of study for admission to the examination for degrees of the University of Chennai shall be colleges affiliated to the Bharathiar University under this Act and the provisions of this Act shall, as far as may be, apply accordingly.Act Section 2(b) - "approved college" means any college situated within the University area and approved by the University and providing courses of study for admission to the examinations for titles and diplomas of the University and include a college deemed to be approved by the University under this Act.Act Section

60(7) - All colleges within the University area which immediately before the notified date, continue to be recognised by the University of Chennai as oriental college providing courses of study for admission to be examination to the said University for titles and diplomas, shall be deemed to be colleges approved by the Bharathiar University under this Act and the provisions of this Act shall, as far as may be apply, accordingly. The conditions under which such approval had been granted to the colleges shall be deemed to apply to those colleges. Act Section 2(c) - "Autonomous College" means any college designated as an autonomous colleges by Statutes. Act Section 2(d) - "college" means any college or any institution maintained or approved by, or affiliated to, the University and providing post-graduate courses of study leading up to the post-graduate degrees for the University. Act Section 2(h) - "Post-graduate college" means University college or an affiliated colleges situated within the University area and providing post-graduate courses of study leading up to the post-graduate degrees of the University. Act Section 2(k) - "Professional college" means colleges established or maintained by the University or affiliated to the University and providing courses of study leading up to the professional degrees of the University. Act Section 2(e) - "University college" means a college or a college combined with a research institute maintained by the University, whether instituted by it or not, and providing courses of study leading up to the post-graduate and professional degrees. Act Section 2(j) - "Principal" means the head of a college. Act Section 2(n) - "Teachers" means such Lecturers, Readers, Assistant Professors, Professors and other person giving instruction in University colleges or Laboratories, affiliated or approved colleges, or in hostels and librarians as may be declared by the Statutes to be teachers.

2. Syndicate to prescribe conditions and to affiliate or approve colleges. -
The Syndicate shall have the power to prescribe the conditions for affiliating colleges to the University, and for approving colleges or institutions preparing students for titles and diplomas of the University, can withdraw such affiliation or approval. The Syndicate shall also have the power to affiliate college and to approve college, within the University area subject to the conditions prescribed.

3. Withdrawal of affiliation or approval. - The Syndicate shall have power after enquiry to withdraw affiliation or approval granted to a college as a whole or in any particular subject or branch of study, provided that before coming to such a decision, the Syndicate shall inform the management concerned of its findings after enquiry and shall allow it an opportunity of making such representation as it may deem fit, and shall record its opinion on the representation so made:

Provided that in the event of affiliation or approval being granted temporarily subject to fulfillment of certain conditions, it shall be open to the Syndicate in the event of the management not fulfilling any or all of the conditions in such other manner and with in such period as may be specified, to withdraw such affiliation or approval without further enquiry. Such decision of the Syndicate shall

be final and binding on the management and shall not be subject to review by any body or authority. Conditions to be satisfied by affiliated and approved colleges

4. Statute. - Constitution of College Committee. - Every private college shall have a nominee of the University on the College Committee, besides other members. The member nominated by the University shall hold office for a period of three years. Any change in the College Committee shall be reported to the University immediately.

5. Meetings of the College Committee. - The College Committee of the college shall meet at least once in every three months to consider the budget estimates and such other matters as may issue in its working. It shall meet in May-June each year to consider the annual report, the audited statement of accounts, charges in the staff, subjects or courses in which fresh affiliation or approval is to be made in the coming year. A copy of the notice of meeting shall be sent to the University representative, with copy to the Registrar, at least 15 clear days to the date of the meeting. A copy of the minutes of the meeting also be sent to the University representative and the Registrar within 15 days or the meeting.

6. College Council. - Every college shall have a duly constituted college council with representatives of the teaching staff, to advise the Principal in the internal affairs of the colleges. A record of proceedings of the college council shall be maintained by the Principal.

7. Financial provision for a college. - Every college shall satisfy the Syndicate that adequate financial provision is available for the continued and efficient maintenance. Such provision shall be in the form of an endowment fund as specified by the Syndicate. Such endowment fund shall be deposited in the Scheduled Banks/State Co-operative Banks/State Financial Corporation in the joint names of the college and the University.

8. Conditions of affiliation. - Every college shall also satisfy the Syndicate the following points:-

(a) The accommodation, and equipment including Library for teachings; (b) The teaching staff, their character, their qualification, and adequacy for teaching, the subjects and courses proposed and the conditions of their service; (c) The residence, physical welfare, discipline and supervision of its students; and (d) Such other matters as are essential for the maintenance of the tone and standards

of University education.

9. Submission of returns by colleges. - Every college shall furnish such returns and other information as the Syndicate may require to enable it to judge of its efficiency and shall take such action as the Syndicate may consider necessary to maintain its efficiency. In particular, the college shall submit-

(i) A return of staff as on the 1st August and 1st January before the 15th August and 15th January of each year, and a return of change of staff immediately any change takes place; (ii) A statement showing the strength of students class-wise and subject-wise showing the number of section arranged for theoretical and practical instruction with the sanctioned strength in parallel columns; (iii) Hostel return showing the residents in hostels and approved lodgings and with parents and guardians and the provision of wardens; (iv) Examination results subject-wise and class-wise with the number qualifying with first or second class. (v) Report of medical inspections; and (vi) Annual report and audited statement of accounts as approved by the Managing Body.

10. Appointment of teaching staff. - Appointments to the teaching staff of a college shall be made only by a Selection Committee in which the Principal shall be member. The Principal shall be appointed at a meeting of the College Committee in which the University representative shall be present. All appointments shall be reported to the University and shall satisfy the qualifications laid down by the University.

11. Women members only in women's colleges. - In the case of colleges for women, the staff shall be wholly comprised of women.

12. Separate amenities for women teachers and students. - In every college for men to which women students are admitted, separate arrangements shall be made by way of common room for women members of the staff and students, separate reading and tiffin rooms and other necessary conveniences for women students and staff.

13. Residence of students. - Every college shall make adequate provision for residence of its students not residing with parents or duly recognized guardians. Such provision shall be in the form of hostels managed by the college and recognised by the Syndicate or other hostels or approved lodgings recognised by the Syndicate.

14. Provision for physical training and campus space. - Every college shall provide adequate and suitable space for games and physical exercise and shall make adequate arrangements for the physical training of students. The campus of men's college shall be not less than 15 acres, and that for a women's college shall be not less than 10 acres in the city, and 20 and 15 acres, respectively, in the mofussil.

15. Physical Director and Librarian for every college. - Every college shall have on its staff (i) a qualified Physical Director, and (ii) a qualified Librarian.

16. Medical Officer for every college. - Every college shall have attached to it a Medical Officer with a graduate or post-graduate Degree in Medicine to conduct the medical inspection of students of the college and generally to look after the health of the inmates of the hostel.

17. Inspection of colleges. - Every college shall be subject to inspection, from time to time, by one or more persons appointed by the Syndicate in this behalf.

18. Action taken on reports of inspection. - Every inspection as contemplated in statutes 17 or statutes 7 and 8 or in respect of any enquiry that has been ordered by the Syndicate, shall be completed within such period as may be fixed by the Syndicate and the management shall likewise take action thereon within such period as may be specified by the Syndicate.

19. The following registers and records shall be maintained by each college in the forms prescribed thereof and shall be made available for inspection as and when required:-

(a)A register of admissions and withdrawals;(b)A register of attendance;(c)A register of attendance at Physical Training;(d)A register or other record of addresses of students;(e)A register of the members of the staff showing their qualifications, previous experience, salaries, number of hours of work and classes and the subjects taught;(f)A register of fees paid showing the date of payments;(g)A register counter-foil fee receipt book;(h)A register of scholarships and fee concessions of all kind s whether of tuition, boarding, or lodging;(i)A counter-foil book of transfer certificates;(j)A counter-foil book of certificate of medical inspection of students;(k)A register of marks obtained by each student at the College examinations and register of marks or grades at University Examinations;(l)Account books showing the financial transactions of the colleges as separate from those of the management;(m)A register of (1) properties; and (b) movable assets, giving information about the date of purchase and value.Procedure for granting affiliation or

approval

20. Application for affiliation or approval. - A college applying for affiliation or approval shall send a formal letter of application to the Registrar between the 1st July and 31st October proceeding the academic year in which the courses are proposed to be started and shall give full information in the application on the following matters:-

(a) Constitution and personnel of the Managing Body; (b) Subjects and courses in which affiliation or approval is sought; (c) Previous applications, if any, in the same subjects and their disposal; (d) Accommodation, equipment, the strength of the college, the number of students for whom provision has been made or proposed to be made. Plans showing the accommodation should accompany the application, as also a site plan showing the extent of the campus and dispersal of buildings, playgrounds, hostels, etc., as proposed, in the case of first application for opening a college; (e) Qualification, salaries and work-load of teachers with a time-table of work. (f) Hostel and lodgings and play ground, and residences, if any, for the Principal, wardens and other members of the staff; (g) Fee (tuition and special) proposed to be levied and financial provision made for capital expenditure on buildings and equipment and for the continued maintenance of the college.

21. Authority to apply. - The application shall be made by the Director of Collegiate Education in the case of Government colleges and in other cases by the Secretary to the Managing Body.

22. Applications considered in November. - All applications for affiliation or approval shall be considered by the Syndicate not later than the month of November.

23. Fee for affiliation and approval. - The college shall pay to the University an affiliation fee calculated at the rate of Rs.500 for (each member of the commission appointed by the Syndicate and the travelling allowance and dearness allowance, as per University Rules for each member of the Inspection Commission, shall be paid by the management.

24. Procedure on receipt of application. - The Syndicate may call for any further information which it may deem necessary before proceeding with the application or may advise the management that the application is premature and may be submitted in a subsequent year or may decline to proceed with the application if it is satisfied that the arrangements made or likely to be made before the next academic year are not adequate or if the college has failed to comply with the conditions laid down in respect of any previous

affiliation or approval.

25. Local enquiry. - If the Syndicate decides to proceed with the application, it shall direct a local enquiry to be made by any competent person or persons appointed in this behalf, unless for special reasons, the Syndicate considers a local enquiry unnecessary.

26. Grant of affiliation or approval. - After considering the report of the local enquiry and after making such further enquiries as may be deemed necessary, the Syndicate shall decide whether affiliation or approval should be granted or refused either in whole or in part, and shall grant or refuse affiliation or approval. In the case of grant of affiliation or approval, it shall record the conditions subject to which the same is given.

27. Affiliation or approval may be granted to a college or to departments of a college in courses leading to any of the subjects in the professional faculties, or in the subjects of Arts and Science.

28. Combinations in optional subjects. - Where a college is affiliated or approved in a number of optional/Elective subjects, the college shall be at liberty to provide instruction in any combinations of them, provided it satisfies the Syndicate that accommodation and staff are adequate. Such combinations offered shall be reported within 15 days after the commencement of each semester.

29. Provisional affiliation. - Affiliation or approval may be granted provisionally. If provisional affiliation or approval is granted, the college shall fulfill the conditions laid down before the expiry of the period of provisional affiliation. Failing fulfillment of the conditions stipulated before the stipulated time, the affiliation or approval shall cease automatically, and no extension of time shall be remitted. If the Syndicate is satisfied about the fulfillment of the condition stipulated within the time fixed, the Syndicate shall at the time of the period of provisional affiliation confirm the affiliation or approval, as the case may be.

30. Affiliation on inter-collegiate basis. - Affiliation or approval as granted on the basis of inter-collegiate lecturers or inter-collegiate University co-operation shall be conditional upon the continued existence of such inter-collegiate University co-operation.

31. Affiliation cannot be granted retrospectively. - Affiliation or approval shall in no case be granted with retrospective effect. Attendance at courses of instruction provided in colleges or in subjects, before the grant of affiliation or approval shall not qualify for the grant of certificates of attendance, and such attendance shall not entitle any candidate to exemption from the production of certificates of attendance.

32. Vice-Chancellor inspect a college. - The Vice-Chancellor as the academic head of the University shall have the right to inspect a college at any time he deems fit of which prior intimation to the Chancellor is not necessary.

33. College to make available facilities for examinations, etc. - It is implied as a condition of affiliation of all colleges, to that the college shall make available free of charge its halls, laboratories and grounds for the conduct of the University examinations, Inter-Collegiate Inter-University tournaments and for any other University purposes and any refusal shall be deemed to be a violation of the conditions of affiliation. The college shall also give information and data for the compilation of statistics by the University, Government both State and Central and the University Grants Commission.

34. Condonation of attendance requirements. - The Principals of affiliated colleges shall have the powers to condone shortage of attendance of students to be admitted for University examinations up to the maximum period of 10 days in each semester on valid reasons such as ill-health, etc. The University will not entertain any application in the matter of condonation of attendance under any circumstances.

35. Statute-Act section 63. Report on affiliated Colleges. - The Syndicate shall at the end of every year from the notified date, submit the report to the Government on the condition of affiliated and approved colleges within the University area. The Government shall take such action on it as they deem fit.

Any questionnaire issued for this purpose shall be faithfully answered and submitted to the University within such time as may be specified in the notification, and the University Commissions appointed for this purpose or for any affiliation shall be given all facilities by the College.

36. Act section 5. - No college existing or proposed, within the University area shall be affiliated to any University other than the Bharathiar University.

No institution affiliated to or associated with or maintained by any other University in the State of Tamil Nadu shall be recognized by the University for any purpose except with the prior approval of the Government and the concerned University. Statutes - autonomous colleges

- 1. The University shall have power "to confer degrees, titles, diplomas and other academic distinctions on persons who shall have pursued or approved course of study in an autonomous college" and "to designate any college as an autonomous college with the concurrence of the State Government in the manner and under conditions prescribed and to cancel such designation".**
- 2. The Syndicate shall have the power "to prescribe the manner in which and the conditions subject to which a college may be designated as an autonomous college and such designation may be cancelled".**
- 3. The Syndicate shall have power to designate any "college as an autonomous college with the concurrence of the State Government and to cancel such designation".**
- 4. The statutes may provide for the manner in which and the conditions subject to which a college may be designated as an autonomous college or the designation of such college may be cancelled and the matters incidental to the administration of autonomous college including the constitution or reconstitution, powers and duties of academic council, staff council. Boards of Studies and Boards of Examiners.**
- 5. The Syndicate may confer the status of autonomy on an affiliated college to conduct specified courses of studies subject to the conditions set forth below.**
- 6. An affiliated college having not less than ten years of standing and accorded permanent affiliation will be eligible for the conferment of autonomy to conduct specified courses of studies.**

7. An autonomous college shall offer instruction only in degree and postgraduate courses.

8. An autonomous college will have autonomy in the matter of-

I (i) framing its courses of studies adopting University pattern of Parts I, II and III, with single major and with a minimum of two ancillaries;(ii)arranging for instruction to students;(iii)devising methods of evaluation, examinations and tests retaining to the award of the Degree/Diploma by the University, and(iv)admission of students.

9. The college should not change course contents, and pattern in such manner as to render any of the existing members of staff surplus and to be redeployed.

10. The college shall constitute an Academic Council and set up Boards of Studies in the subjects concerned as given hereunder;

(A)Arts and science colleges.(a)Academic Council shall consist of-(i)Principal or, in his absence, the Principal in-charge-Chairman (Ex-Officio) of the Academic Affairs Council;(ii)Head of Department/Professor in-charge of each Post-Graduate course;(iii)One full Professor in-charge of undergraduate course. If there is more than one full Professor in a Department then a Professor from each such department by rotation according to seniority for a period of one year;(iv)One upgraded Professor/Assistant Professor from each department by rotation according to seniority for a period of one year;(v)Representatives of the University-One for Science; one for Arts; one for Commerce and Social Science and one for Languages;(vi)the Director of Collegiate Education or his nominee;(vii)The Chairman or his nominee and the Secretary of the Governing Council;(viii)Two out side experts-nominated by the Governing Council, if it so desires,(b)Board of Studies-One Board of studies shall be constituted for each Department for the subjects of study offered by that Department.(i)Head of the Department Concerned-Chairman;(ii)All Assistant Professors of the Department concerned who have put in a minimum of 5 years of service.(iii)One nominee of the University.(iv)Outside experts not less than two but not more than 50 per cent of the total members in the Board, nominated by the Governing Council/Principal. (For this purpose, a panel of experts is to be drawn up for each board and get it approved by the University. The University may suggest additions and/or deletions to be submitted to the panel.The College shall send the agenda papers for the meetings of the Academic Council and the Boards of Studies to the University and the members concerned at least one week prior to the meeting and the minutes of the meeting within 15 days from the date of the meeting.(c)Results Passing Board. - There shall be two Results Passing Boards-one for the under-graduate courses and the other for all post-graduate courses. There will be a nominee of the University on each Board. The Principal will be the Chairman. The Professors in-charge of the post-graduate departments and the Professors in-charge of the under-graduate departments will be members of the respective Results Passing Boards.(d)There shall be a separate Controller of Examinations.(e)Standing Committee of Academic Council shall be constituted as indicated below-(i)Principal-Chairman;(ii)Chairman of all Boards of Studies-Members.Functions(i)To

scrutinise and finalise draft regulations and Syndicate recommended by Boards of Studies and recommend the same to the Academic Council for consideration;(ii)To consider and finalise the agenda for Academic Council meetings.The Principal shall place before the Academic Council the proceedings of the Standing Committee for information. The decision of the Academic Council constituted by the college on academic matters shall generally be implemented by the Governing Council of College on which there shall be a representative of the University and the Director of Collegiate Education or his nominee, besides the Professors of the College by rotation according to seniority.(B)Engineering Colleges.(a)Academic Council shall consist of-(i)Chairman of the Governing Body or his nominee and Secretary of the Governing Body of the College.(ii)The Director of Technical Education or his nominee.(iii)Representatives of the University (one for Electrical, Electronics and Communication Engineering; one for Mechanical Engineering, Metallurgical Engineering and Production Engineering or the Textile Technology; one for Civil Engineering; one for Management Sciences; one for Basic Sciences (including Humanities) for a period of three years.(iv)All Professors, Heads of Department/Faculties, Librarian and Physical Director.(v)One Assistant Professor from each department by rotation according to seniority for a period of one year.(vi)One Lecturer from each department by rotation according to seniority for a period of one year.(vii)Six members from outside organizations/industries/ Educational/ Research organizations/Professional-organization/Technical/ Engineering and Management establishment Private and Public] who could contribute to the policy making to be nominated by the Governing Council in consultation with the Chairman, Academic Council for a period of three years.(viii)Two Representatives of student's (nominated by the Chairman, Academic Council from a panel of 10 students given by the Chairman, Students Union) for one year.(ix)Two Representatives from the Alumni Association (nominated by the Chairman, Academic Council from among the panel given by the Executive Committee of the Alumni Association) for a period of three years.(x)Principal or in the absence Principal in-charge-Chairman (Ex-Officio).(b)Boards of Studies be constituted as indicated below. -(1)Mechanical, Metallurgical and Production Engineering;(2)Electrical Electronics and Communication Engineering;(3)Civil Engineering;(4)Textile Technology;(5)Management Science; and(6)Basic and Applied Sciences including Humanities-(i)Senior most Professor and Head of Department-Chairman.(ii)Professor/Assistant Professor and Lectures with not less than 5 years of service-Members.(iii)One nominee of the University for each Board.(iv)Not less than two outside experts but not more than 50 per cent of total members on the Board to serve on each Board to be nominated by the Governing Body/Principal.(For this purpose, a panel of experts is to be drawn up for each Board and got it approved by the University. The University may suggest additions and/or deletions to be submitted to the panel.)The Board may appoint sub-committees for any diversified subject or for any inter-disciplinary subject.The Board for Basic and Applied Sciences may appoint a sub-committee for humanities including languages. The sub-committees shall submit their recommendations to the respective Boards for their consideration and finalization.The College shall sent the agenda papers for the meetings of the Academic Council and the Boards of Studies to the University and the members concerned at least one week prior to the meeting and the minutes of the meeting within 15 days from the date of the meeting.

4. Results Passing Board. - There shall be Results Passing Board for all under-graduate courses and post-graduate courses. There will be two nominees of the University on this Board. The Principal will be the Chairman. Two Professors in-charge of the post-graduate departments and the Professors in-charge of the under-graduate departments will be members of the Results Passing Board.

The students shall be given opportunity to see the valued answer scripts of theirs.

5. There shall be a separate Controller of Examinations.

6. Standing Committee of the Academic Council shall be constituted as indicated below:-

(i)Principal-Chairman.(ii)Chairman of the Various Boards of Studies-Members.Functions(i)To scrutinise and finalise draft regulations and syllabi recommended by Boards of Studies and recommended the same to the Academic Affairs Council for consideration.(ii)To consider and finalise Agenda for Academic Council Meetings.The Principal shall place before the Academic Council the proceedings of the Standing Committee for information.

7. The decision of the Academic Council constituted by the college on academic matters shall generally be implemented by the Governing Council of the college.

11. Admission of students to courses of studies offered by the college shall conform to the minimum qualifications laid down by the University for the courses of study concerned subject to rules of reservation for candidates belonging to Scheduled Castes and Scheduled Tribes and Backward Classes laid down by the State Government from time to time.

12. The Degree/Diploma of the University will be conferred on the students passing the examinations conducted by the college, but the name of the college will be indicated in the Degree/Diploma issued to them.

13. The M. Phil and Ph D. programmes will not be a part of the autonomous structure, but under the University itself.

14. The decision of the Syndicate on academic matters shall generally be implemented by the Governing Body of the college, in which there shall be a representative of the University.

15. The Academic Affairs Council constituted by the autonomous college shall involve faculties of the college at all levels and a socialist appointed by the University and the decisions taken by the body shall conform to the minimum standards and regulations prescribed by the University or any other statutory bodies.

16. The University shall have powers to confer degrees, titles, diplomas and other academic distinctions on persons who shall have pursued an approved course of study in an autonomous college. The name of the autonomous college shall, however, be indicated in the diploma issued to candidates.

17. An affiliated college may be conferred the statutes of autonomy for a period not exceeding five years in the first instance, subject to review of the functioning of the colleges at the end of three years of extension.

18. It shall be competent for the Syndicate to extend the period beyond five years, subject to review at the end of three years of extension.

19. The Syndicate shall have power to revoke the autonomy conferred at any time after scrutiny and after giving due notice of such intention to the college concerned before the expiry of the period mentioned in 17 supra in the case of deteriorating standards or for any other good cause.

20. Notwithstanding the conferment of an autonomous status or any affiliated college, all provisions of the Act, the statutes, the ordinances and the regulations of the University shall be applicable to the college except those relating to matters specified in these statutes. The University shall continue to exercise its general powers of supervision over such a college.

21. The Syndicate shall decide, from time to time, on the invitation to colleges to apply for autonomous statutes, in pursuance in which the Registrar after scrutiny shall place all such applications before the Syndicate for consideration and the Syndicate shall decide on the applications according to the criteria specified for the purpose.

22. The college shall pay to the University a fee of Rs.5,000 for grant of autonomous status.

23. The Syndicate will make such enquiries as may be necessary with regard to the applications for autonomy and in consultation with the State Government make its decisions on the basis of such enquiries.

Chapter XXV

The Standing Committee on Academic Affairs

Act 23 (2) (a) - Constitution of the Standing Committee on Academic Affairs. - The Standing Committee on Academic Affairs of the University shall, in addition to the Vice-Chancellor, consist of the following persons, namely:-Class I- Ex-officio Members(1)The Director of Collegiate Education.(2)The Director of Technical Education.(3)The Director of Medical Education.(4)The Chairman of all Boards for under graduate and Post-graduate courses of studies; and(5)The Deans of all facultiesClass II-Other Members(a)Two members, elected by Principals of affiliated colleges from among themselves in accordance with the system of proportional representation by means of the single transferable vote.(b)The Vice-Chancellor shall be the ex-officio Chairman of the Standing Committee on Academic Affairs.(c)The members of the Standing Committee on Academic Affairs, other than ex-officio members, shall hold office for a period of three years and such members shall be eligible for election for not more than another period of three years:Provided that where a member is elected to the Standing Committee on Academic Affairs to a casual vacancy, the period of office held for not less than one year by any such member shall be construed as full period of three years for the purpose of this clause:Provided further that where an elected member of the Standing Committee on Academic Affairs is appointed temporarily to any of the offices by virtue of which he is entitled to be a member of the Standing Committee on Academic Affairs, ex-officio, he shall, by notice in writing signed by him and communicated to the Vice-Chancellor within seven days from the date of his taking charge of his appointment, choose whether he will continue to be a member of the Standing Committee on Academic Affairs by virtue of his election or whether he will vacate office as such member and become a member ex-officio by virtue of his appointment and the choice shall be conclusive. On failure to make such a choice, he shall be deemed to have vacated his office as an elected member.(d)The members of the Standing Committee on Academic Affairs shall not be entitled to receive any remuneration from the University except such daily and travelling allowances as may be prescribed:Provided that nothing contained in this clause shall preclude any member from drawing the normal emoluments to which he is entitled by virtue of the office he holds.(e)A member of the Standing Committee on Academic Affairs, other than ex-officio member may tender resignation of his membership at any time before the term of his office expires. Such resignation shall be conveyed to the Chancellor by a letter in writing by the member, and the resignation shall take effect from the date of its acceptance by the Chancellor.Powers and dutiesStatute-Powers of the Standing Committee on Academic Affairs. - Subject to the provisions of the Act, the Standing Committee on Academic Affairs shall have the following powers, namely:-(a)to advise the Syndicate on all academic matters;(b)to propose regulations regarding special courses of study or division or

subjects in University departments and affiliated and approved colleges;(c)to propose regulations regarding courses of study, examinations and the conditions on which students of University Departments and of affiliated and approved colleges shall be admitted to examinations of the University;(d)to advise the Syndicate schemes for the constitution or reconstitution of departments of teaching and research;(e)to advise the Syndicate on the promotion of research in University;(f)to perform any other duty which the Syndicate may by resolution delegate or assign to it and generally to advise the Vice-Chancellor and Syndicate on such matter as may be referred to it. Act S. 34. - (i) The Standing Committee on Academic Affairs may propose to the Syndicate the draft of any statute to be passed by the Syndicate and such draft shall be considered by the Syndicate at its next meeting: Provided that the Standing Committee on Academic Affairs shall not propose the draft of any statute or of any amendment to a statute relating to matters other than academic affairs. (ii) The Syndicate may consider the draft proposed by Standing Committee on Academic Affairs under sub-section (2) and may either pass the draft statute or reject or return with or without amendments to the Standing Committee on Academic Affairs for reconsideration. (iii) Any member of the Syndicate may propose to the Syndicate the draft of a statute and the Syndicate may either accept or reject the draft, if it relates to a matter not falling within the purview of the Standing Committee on Academic Affairs. (iv) In case such draft relates to a matter within the purview of the Standing Committee on Academic Affairs, the Syndicate shall refer it for consideration to the Standing Committee on Academic Affairs which may either report to the Syndicate that it does not approve the draft or submit the draft to the Syndicate in such form as the Standing Committee on Academic Affairs may approve and the Syndicate may, either pass with or without amendment or reject the draft. Act S. 36. - In making ordinance, the Syndicate shall consult the Boards of Studies when such ordinance affect the appointment and duties of examiners and the Standing Committee on Academic Affairs when it affect the conduct or standard of examinations, or the conditions or residence of students. Act S. 37. - The Standing Committee on Academic Affairs may make regulations consistent with the Act, the statute and the ordinance to carry out the duties assigned to it thereunder. All such regulations shall have effect from such date as the Standing Committee on Academic Affairs may direct, but every regulation so made shall be submitted as soon as may be to the Senate for its consideration at its next succeeding meeting. Meeting and proceedings Statute-Meeting of the Standing Committee on Academic Affairs. - There shall be two ordinary meetings of the Standing Committee on Academic Affairs in an year on date to be fixed by the Vice-Chancellor. Statute-Notice of Meeting. - The Registrar shall under the direction of the Vice-Chancellor give not less than four weeks notice of the date of an ordinary meeting. Statute-Special Meeting of the Standing Committee on Academic Affairs. - The Vice-Chancellor may, whenever thinks fit, convene a special meeting of the Standing Committee on Academic Affairs. Statute-Chairman of the meeting. - The Vice-Chancellor, if present, shall preside at the meeting of the Standing Committee on Academic Affairs, but if the Vice-Chancellor be not present, the members present shall elect a Chairman from among themselves. Statute. - Quorum. - Twenty or one-third of the members of the Standing Committee on Academic Affairs whichever is less shall be the quorum for a meeting of the Standing Committee on Academic Affairs.

Chapter XXVI

Examiners

1. Appointments of Examiners shall be made by the Syndicate according to the Rules as may be framed by the University Syndicate, from time to time, for selection of Examiners.

2. The Syndicate may, at any time, cancel the appointment of any Examiner.

3. Examiners appointed by the Syndicate may be of the following classes:-

A (1) Examiners (Question Paper setters) who will set the papers for the examinations.(2)Examiners (Conducting Examiners) whose duties will be -(a)to distribute the work of valuation;(b)to set standard of valuation;(c)to supervise the work of the additional or Assistant Examiners;(d)to value answer papers;(e)to set the papers for or to conduct practical Examinations, if any;(f)to report upon the result of the examinations; and(g)to such other work as may be assigned to them by the Syndicate.Examiners shall be constituted into Boards.Each Board shall have Chairman who shall be appointed by the Syndicate.Conducting Boards shall pass the results and forward them to the Registrar for submission to the Syndicate.B. Additional and Assistant Examiners whose duties will be to value answer papers. Additional Examiners may also be required to conduct Practical Examinations. Additional or Assistant Examiners will not be members of (Conducting) Board of Examiners.Question paper-setters

4. Question Paper-setters shall ordinarily be unconnected with teaching work in the affiliated colleges of the University in respect of the subjects in which they set paper.

5. Question Paper. - Setters shall be appointed for one year and shall be eligible for reappointment.

Examiners

6. A list of persons employed in college, arranged in order of subjects shall be compiled from the annual returns submitted by the college and kept up-to-date showing-

(a)Name of teachers;(b)College in which he is working;(c)Age;(d)Qualification with class and date;(e)Present grade and date of appointment to it;(f)class and subject in which he teaches;(g)number of years of teaching experience in the college; and(h)Previous appointments as Examiner, etc., showing year and grade. To the list of persons employed in colleges shall be added the names of the teachers of the University, with relevant, information, as far as may be, under the

same heads and in the case of professional examinations, the names of the other persons recommended by the Boards of Studies.

7. The following person shall not ordinarily be eligible for appointment:-

(a) Person with less than three years teaching experience in a college, to any examinership in Arts and Science; (b) Tutors and Demonstrators without the qualifications of a Lecturer; (c) Persons with less than seven years' teaching experience in a college and without previous experience in examinership in the conducting Examination in Arts and Science; and (d) Members of the Syndicate-Except for special reasons which shall be recorded in writing. (e) Members of Standing Committee on Academic Affairs.

8. Examiners, Additional Examiners and Assistant Examiners shall be appointed for one year and shall be eligible for reappointment in two successive years following the year of appointment and shall ordinarily re-appointed.

Examiners who have held office for three successive years, whether in the same subject or in different subjects, shall not be re-appointed until a period of two years has elapsed, provided that the number of new Examiners appointed in any year, who have not previously been Examiners or Additional Examiners or Assistant Examiners or Question Paper-setters in this University, shall not exceed one half of the total number appointed to a Board. The proceeding rule shall not apply (a) to examinations in subject in which the number of competent Examiners is so limited as to make it undesirable in the opinion of the Syndicate that the rule should be enforced strictly, (b) to the members of the Conducting Boards for the M.A., M. Sc. or M. Com. Degree. Examination or the M. A., pre-University Examination with reference to which it, shall be competent for the Syndicate to extend the period of appointment of any member up to five years. An Additional or Assistant Examiner who is reappointed but not in successive years shall not ordinarily hold office for more than three years in any period of five years.

9. A preliminary list shall be prepared by the Registrar out of the consolidated list and shall be forwarded to the Boards of Studies, who shall be requested to recommend persons to the Syndicate. The preliminary list and the list of persons recommended by the Boards of Studies together with the remarks, if any, of the Boards of Examiners on any of the persons included in either list, shall be submitted to the Syndicate.

10. The rules referred to shall not apply to the appointment of Examiners for Professional Examinations, and the Diploma Examinations held by the University.

General

11. In the case of examinations which are held twice a year, Examiners, the Additional Examiners, and Assistant Examiners appointed for the March, April and July examinations shall ordinarily be re-appointed for the September or December examinations.

12. A list shall be prepared annually by the Registrar showing those who have been Question Paper-setters, Examiners, Additional Examiners and Assistant Examiners during the preceding five years.

13. The remuneration and allowances payable to Examiners and Chairman to Boards appointed under this Chapter shall be fixed by the Syndicate.

The total remuneration payable for any single person for all examination work done at an examination period (January to June and July to December) shall be less than Rs.30 and not more than Rs. 1,500. The above maximum does not include remuneration for setting question papers. The Chairman's fee shall not be taken in to account towards the maximum admissible.

14. All Examiners shall carry out the instructions which the Syndicate may issue, from time to time.

Chapter XXVII

Admission and Residence of Students

Act S. 38. - Admission to University courses. - (i) No person shall be admitted to a course of study in the University for admission to the examinations for degrees or titles or diplomas of the University unless he has passed the examinations prescribed therefor and fulfil such other conditions as may be prescribed by the University. (ii) Every candidate for a University examination shall, unless exempted from the provisions of the sub-section by a special order of the Syndicate made on the recommendation of the Standing Committee on Academic Affairs, be enrolled as a member of a University college or Laboratory of an affiliated or approved college. Any such exemption may be made subject to such conditions, as the Syndicate may think fit. (iii) Students exempted from the provisions of sub-section (2) and students admitted in accordance with the conditions prescribed, to courses of study other than courses of study for a degree shall be non-collegiate students of the University. Act S. 39. - Admission to University examinations. - No candidate shall be admitted to University examination unless he is enrolled as a member of the University, college or laboratory or of an affiliated or approved college and has satisfied the requirements as to the attendance required under the regulations for the same or unless he is exempted from such requirements of enrollment or attendance or both by an order of the Syndicate passed on the recommendation of the Standing Committee on Academic Affairs made under the regulations prescribed, Exemptions granted under

this section shall be subjected to such conditions as the Syndicate may think fit. Act S. 40.

Attendance qualifying for University examination. - No attendance at instruction given in any college or institution other than that conducted, affiliated or approved by the University shall qualify for admission to any examination of the University. Statute. - A candidate (other than private candidates) shall be required to put in 75 per cent attendance and earn satisfactory conduct and progress certificate to qualify for admission to any prescribed examination of the University. Act S.

41. Residence and hostels. - Every student of the University other than a non-collegiate student shall be required to reside in a hostel or under such other conditions as may be prescribed. Appendix-I To Statutes Method of Recruitment and Qualifications Prescribed for Various Teaching and Non-Teaching Posts in the University. Note - (i) For Teaching Staff, the Syndicate shall prescribe the qualifications, age, etc., with due regard to the recommendations of the University Grants Commission. (ii) The age, qualification noted in this appendix will have to be taken as the age as on 1st July in the year in which the vacancy is notified. (iii) The age, qualification is relaxable by five years in respect of candidates belonging to S.C./ ST. for all posts. Teaching

SI. No.	Category of employee	Method of recruitment	Qualifications and experience
(1)	(2)	(3)	(4)
1.	Professor.	By Direct Recruitment.	As prescribed by the U.G.C. from time to time.
2.	Reader.	Do.	Do.
3.	Lecturer.	By Direct Recruitment.	Do.

Non-Teaching

SI. No.	Category of Employee	Method of Recruitment	Qualifications and Experience
(1)	(2)	(3)	(4)
1.	Registrar.	By Direct Recruitment or Deputation.	1. Essential --- (1) An academic not lower in rank than that of an University Professor or a Professor of an affiliated College. (2) Should have completed 50 years but not 55 years at the time of application for the initial recruitment. (3) Knowledge of Tamil to the extent of carrying official correspondence and drafting reports.
2.	Controller of Examinations.	By Direct Recruitment or Deputation.	Essential for Direct recruitment --- (1) An academician not lower in rank than that of a Professor in a College affiliated to University or that of a Reader in an University. (2) Knowledge of Tamil to the extent of carrying official correspondence and drafting reports. (3) Age. - --Should have

			completed 40 years but not 50 years.
			Essential for Direct recruitment: --- (1) A first or second class Master's Degree
3.	Deputy Registrar.	By promotion from the category of Assistant Registrar or by deputation from Government Service/ Affiliated Colleges or By Direct recruitment	(50 per cent or B Grade). (2) 8 years of Academic/ Administrative Experience of which 4 years should be in a cadre of not less than that of an Assistant Registrar. (3) Knowledge of Tamil to the extent of carrying official correspondence and drafting reports. (4) Should have completed 35 years but not 45 years.
			Essential for direct recruitment (1) A first or second class Master's Degree
4.	Assistant Registrar.	By Promotion from the category of Superintendent or By Deputation from Government Service/ Affiliated Colleges or By Direct recruitment.	(50 per cent or B Grade). (2) 5 years Academic/ Administrative experience in a cadre not less than that of a Superintendent or equivalent post. (3) Knowledge of Tamil to the extent of carrying official correspondence and drafting reports. (4) Should not exceed 40 years.
			For direct recruitment: --- (1) A first or second class Bachelor's Degree (Master Degree Preferable) (50 per cent or B Grade) (2) At least four years of regular service in the post of Assistant. (3) Knowledge of Tamil to the extent of carrying official correspondence and drafting reports. (4) Should not exceed 35 years.
5.	Superintendent	By promotion from the category of Assistants or By Direct Recruitment.	(1) A first or second class bachelor's Degree (50 per cent or B Grade). (2) Knowledge of Tamil to the extent of carrying official correspondence and drafting reports (3) Typewriting in English (Higher) and Tamil (Higher); must be an approved Probationer in the category of Junior Assistant. (4) Should not exceed thirty-three years
6.	Assistant.	By promotion from the category of junior Assistant or By direct Recruitment.	Essential: (1) First or Second Class Bachelor's Degree of a University (50
7.	Junior Assistant.	By direct Recruitment or By Promotion from	

		lowercategory of Record Clerk/ Attender having 10 years of experience.	per cent or BGrade).(2) TypewritingHigher Grade in Tamil and English.(3) Knowledge ofTamil to the extent of carrying official correspondence anddrafting reports. Desirable - Shorthand Lower Grade in Englishand Tamil.(4) Should not have completed thirty-threeyears for direct recruitment.
N.B. ----- Persons in-charge of cash/ stores/other valuables. Should pay a security and pledge in favour ofUniversity as directed by the Syndicate.			
8.	Typist/ Steno Typist.	By Direct Recruitment or By Promotion from lowercategory of Record Clerk/ Attender having 10 years of experience.	Essential:(1) Minimum generaleducational qualification, i.e. Graduate.(2) TypewritingHigher Grade in Tamil and English; for Steno-Typist shorthandin English and Tamil by Higher/ Lower Grade.(3) Knowledge of Tamil. Should not exceedthirty-three years for direct recruitment.
9.	Record Clerk/ Attender.	By Direct Recruitment or Recruitment bypromotion from the category of Office Assistants having five yearof service.	Essential:(1) Minimum generaleducational qualification i. e. Higher Secondary.(2) Knowledge ofTamil.(3) Knowledge ofTypewriting (Tamil and English)Age: Should notexceed thirty-three years, if recruited directly.In the case of recruitment by transfer, fromOffice Assistants, the candidates must have completed fiveyears of satisfactory service as Office Assistants.
10.	Office Assistant.	By Direct Recruitment.	Essential:(1) A pass in tenthstandard.(2) To ride aBi-cycle.(3) Age - Should nothave completed thirty-three years.(4) Knowledge of Tamil.
11.	Driver.	By Direct Recruitment.	

			<p>Essential --- (1) A Pass in VIII Standard. (2) Possession of a Licence for Driving Heavy Vehicles; Possession of First Aid Certificate. (3) Experience in driving light/ heavy vehicle for four years. (4) Age - Should not exceed thirty-three years. (5) Age and general educational qualification may be relaxed in the case of relevant ITI certificate holder, with experience of driving heavy vehicles.</p> <p>Essential: (1) A first or second class graduate (B or 50 per cent) (2) A certificate in Telephone Operation. (3) A certificate in Telex Operation. (4) Proficiency in speaking and writing Tamil and English. (5) Should not exceed thirty-three years if recruited directly</p>
12.	Telephone Operator.	By Direct Recruitment or Recruitment by transfer, from any other category.	
13.	Technician.	By Direct Recruitment.	<p>Essential: (1) A First class graduate or II Class Post Graduate in the subject concerned. Desirable --- Previous experience in the laboratory of any educational institution. Age - Not more than thirty-three years.</p> <p>Essential: Master's degree in any subject and Master's degree in Library Science. Preferable: Ph.D. Degree either in Library Science or in any other Subject. Experience as Librarian in a District Library/ College or its equivalent for not less than seven years after obtaining Master's Degree in Library Science. Age - Should not exceed forty years.</p>
14.	Librarian.	By Direct Recruitment.	
15.	Assistant Librarian.	By Direct Recruitment.	<p>Essential: Master's Degree in any subject with Master's Degree in Library Science will be preferable. Desirable: - Previous experience in a Library for not less than five years after obtaining Master's Degree in Library Science. Age - Should not exceed thirty-five years.</p>
16.		By Direct Recruitment.	

	Library Assistant.		Essential: Bachelor's Degree in any subject with certificate in Library Science.* Desirable -Previous experience in any recognised Library. Typewriting-Lower in English and Tamil. Age. - Should not exceed thirty-three years.
17.	Radio Mechanic.	By Direct Recruitment.	(1) S.S.L.C. Passed.(2) Diploma Certificate in Radio Mechanism; or I. T. I. in the relevant subject.(3) Experience in the operation of Public System equipments and Radio Mechanism. Age - Should not exceed thirty - three years.
18.	Generator Operator.	By Direct Recruitment.	(1) I. T. I. in Generator Operation.(2) Previous experience in Generator operation or not less than one year in recognized organization.(3) S.S.L.C. passed with Certificate in Generator Operation.(4) Previous experience in Generator Operation for not less than two years. Age - Should not exceed thirty-three years.
19.	Plumber.	Direct Recruitment.	(1) I. T. I. in the relevant subject.(2) Experience as Plumber for not less than one year, or(3) Tenth Standard with experience as Plumber for not less than three years. Age - Should not exceed thirty-three years

Appendix II Authority Competent to Impose Penalties Minor Punishment

Category of Staff	Authority empowered	(i) Appellate Authority	Authority empowered	(i) Appellate authority
(ii) Time allowed	(ii) Time allowed			
(1)	(2)	(3)	(4)	(5)
Professors, Readers, Lecturers, Registrar, Controller of Examinations, Finance officer, Deputy Registrar, Librarian, Director of Physical Education and such other Officers	Vice-Chancellor	(i) Syndicate (ii) 30 days from the date, of receipt of orders.	Syndicate.	(i) Chancellor.(ii) 3 months from the date of receipt of orders.

belonging to Grade A.

All other Officers and staff
in the Grades of B,C and D.

Registrar

(i)

Vice-Chancellor(ii)
60 days from the
receipt of orders.

Vice-Chancellor

(i) Syndicate(ii)
60 days from
the date of
receipt of
orders.