In pursuance of the provisions of clause (3) of Article 348 of the Constitution of India, the Governor is pleased to order the publication of the following English translation of notification no. 4209/sixteen-1-2010-1(9)-2003 dated November 9, 2010

No-4209-sixteen-1-2010-1(9)-2003

In exercise of powers under section 29 of the Uttar Pradesh Technical University Act, 2000 (U.P. Act. no. 23 of 2000), the Governor is pleased to make the following first regulations of the Gautam Buddh Technical University, Lucknow.

Lucknow, Dated November 9, 2010

THE GAUTAM BUDDH TECHNICAL UNIVERSITY, LUCKNOW

FIRST REGULATIONS, 2010

CHAPTER-I

PRELIMINARY

1.01 (1) These regulations may be called the Gautam Buddh Technical University, Lucknow First Regulations, 2010.

1.02(1) In these regulations, unless the context otherwise requires -

(a) 'Act' means the Uttar Pradesh Technical University Act, 2000 as amended from time to time.

(b) 'Section' means a section of the Act.

(c) 'University' means the Gautam Buddh Technical University, Lucknow.

(2) Words and expression used in these regulations but not defined shall have the same meaning as assigned to them in the Act.

CHAPTER-II

OFFICERS OF THE UNIVERSITY

2.01 The Chancellor may, while considering any matter referred to him under Section 38, call for such documents or information from the University or parties concerned, as he may deem necessary and in any other case, may call for any document or information from the University.

2.02 Where the Chancellor calls for any document or information from the University under regulation 2.01, it shall be the duty of the Vice-Chancellor to ensure that such document or information is promptly supplied to him.

2.03 If in the opinion of the Chancellor, the Vice-Chancellor or any other Officer of the University willfully omits or refuses to carry out the provisions of the Act, or abuses the powers vested in him and if it appears to the Chancellor that the continuance of such officer in the office is detrimental to the interests of the University, the Chancellor may, after making such inquiry as he deems proper, by order, remove the said Officer in cases where he himself is the appointing authority or where the State Government is the appointing authority, direct such authority to remove the Officers.

2.04 The Chancellor shall have power to suspend such Officer during the pendency or in contemplation of any enquiry referred to in regulation 2.03.

2.05 The other powers of the Vice-chancellor shall be-

(a) to call for such documents and information from any section or unit of the University in respect of any matter connected with teaching, examinations, research, finance, establishment, estate or any other matter affecting the functioning of the University,

(b) to call for such documents and information from an University Institute, affiliated, autonomous, constituent or associated college in respect of any matter connected with faculty and other staff, teaching, examinations, research, finance or any other matter affecting the discipline or efficiency of the teaching and research in the college. The concerned college and its management shall be bound to furnish such information as have been called by the Vice-Chancellor,

(c) to instruct the University Institute, affiliated, autonomous, constituent or associated colleges to display any information related to teaching, examinations, research and development, students, public interest etc. in a format and in the written or electronic media as considered necessary and fit. The concerned college and its management shall be bound to display such information as have been called by the Vice-Chancellor,

(d) to organize and reorganize the sections and units of the University and to allocate and assign the work to employees and officers of the University and the employees, officers and teachers of the Colleges, in order to maintain the confidentiality or to bring the necessary swift and efficiency as considered fit and necessary,

(e) to consider appeals of students on compassionate grounds under special situations,

(f) to visit a college to examine any aspect of the functioning of the college with or without

any prior information to the concerned college,

(g) to grant leave to any officer of the University as per provisions of leave rules and make necessary arrangements for discharging the functions of such officer during his absence from duty.

2.06 In case of emergency situations the Vice-Chancellor may make short term appointments for a period not exceeding three months at a time, of such persons as he may consider necessary for the proper functioning of the University on such honorarium as may be fixed by Executive Council.

2.07 The Pro-Vice-Chancellor shall exercise such powers and perform such functions as provided in sub-section (4) of section-11 of the Act.

2.08 Besides the functions provided in the Act, the Finance Officer shall-

(a) prepare the Annual Accounts and the Budget of the University and present them to the Executive Council after their approval by the Finance Committee,

(b) ensure that the limits fixed by the Finance Committee for recurring and nonrecurring expenditure for the year do not exceed the respective pre-specified values, and the money is spent for the purposes for which it has been granted or allotted,

(c) keep a constant watch on the cash, and the bank balance and investments,

(d) report to the Executive Council all contracts above Rs.50,000,

(e) ensure that the funds of the University which were required to be invested are done so in a manner which benefits the University and on the recommendations of the Finance Committee,

(f) ensure that the register of the buildings, land, furniture and equipments are maintained up-to-date and that stock checking of equipments and other materials is conducted in the University annually,

(g) probe into any unauthorized expenditure or other financial irregularities and suggest appropriate disciplinary action to competent authority against person(s) at fault,

(h) call from any office of the University, any information or reports that are considered necessary for the performance of his functions,

(i) call for the information or report from any affiliated or constituent college with regards to financial matter or otherwise which are considered necessary for the purpose of performance of his duties,

(j) advise in any financial matter either suo moto or on his advice being sought for,

(k) arrange for the conduction of Audit by the external agency as per provisions of the Act, and

(l) act as the Secretary of the Finance Committee also.

2.09 The Finance Officer shall be the drawing and disbursing Officer of the University funds.

2.10 The Finance Officer shall take part in the proceedings of the Executive Council but shall not vote.

2.11 The Finance Officer, shall be responsible for the annual audit of accounts of the University as prescribed by sec. 32 of the Act.

2.12 The Finance Officer, shall facilitate and ensure compliance of any directions by the State Government regarding special audits as described by sec. 33 of the Act.

2.13 The Finance Officer shall maintain the special funds created in the University like alumni fund, Chhatra Kalyan Nidhi, and any other special fund set up by the Executive Council in order to

ensure that their accounts are maintained and that the said moneys are utilised for the purposes for
which the funds were created.

2.14 The Finance Officer, subject to the provisions of the Act and Regulations, exercise disciplinary control over all employees in the audit and account section of the University below the rank of the Assistant Registrar (Accounts) and shall supervise the work of the Assistant Registrar (Accounts) and the Account Officer and suggest disciplinary action against the persons at fault.

2.15 The Finance Officer shall arrange the continuous internal audit of the accounts of the University and shall pre-audit such bills as may be required in accordance with any standing orders in that behalf.

2.16 Any receipt given by the Finance Officer or by the person(s) duly authorized in this behalf by the

Executive Council shall be sufficient discharge for the payments of money to the University.

2.17 When the office of the Finance Officer is vacant or when the Finance Officer is on leave by reasons of illness, absence or due to any cause is unable to perform the duties of his office, the duties of the office of Finance Officer shall be performed by an Officer nominated by the Vice-Chancellor for this purpose.

2.18 Subject to the provisions of the Act and these regulations and the control of the Vice-Chancellor and the Executive Council, it shall be the duty of the Registrar,

(a) to ensure the safe custody of the University records and the common seal of the University. To authenticate records on behalf of the University in respect of matters administrative, academic, legal, or any other matter on which the Chancellor or Vice-Chancellor of the University may so direct.

(b) to act as the custodian of all the properties of the University unless otherwise provided for by the Executive Council. He shall be responsible for proper maintenance and up keeping of properties and assets of the University.

(c) to be responsible for the preparation and submission of the University's Annual Report described under sec 31 of the Act.

(d) to issue notices for convening the meetings of the Executive Council and Academic Council of which he acts as secretary, and also the meetings of other bodies created by the Executive Council under section 18(j) of the act, and shall cause the minutes of all such meetings to be kept.

(e) to conduct all the official correspondence on behalf of the University as may be decided by the Executive Council and the Vice-Chancellor.

(f) to be responsible for carrying out into effect the orders of various authorities of the University for which he shall be duly empowered.

(g) to represent the University in suits or proceedings by or against the University, with the prior approval of Vice-Chancellor and Executive Council and to sign legal documents, and to verify pleadings thereof.

(h) to ensure that selection procedures in respect of the post of the University are carried out diligently and as per these regulations and rules thereof.

(i) to keep the Chancellor/ Vice-Chancellor of the University appraised of all significant legal proceedings in respect of the University from time to time and shall be bound to place before the Executive Council all such information as may be necessary for transaction of its business.

(j) to be responsible for carrying out the directions of the Executive Council and to report compliance thereof to the Executive Council.

(k) to ascertain that the affairs of the University are being conducted as per the provisions of the Act and to bring to the notice, as the case may be, to the Executive Council, Vice-Chancellor and the State Government, of any deviation thereof.

(l) to ascertain the implementation of the anti-ragging measures in the University and to report any deviations to the Vice-Chancellor and the State Government forthwith.

(m) to facilitate any enquiry conducted by the State Government under Sec 25 of the Act and shall provide any information or document related to colleges and University thereof.

(n) to ensure that directions issued by the State Government under Sec 36A are placed before the Executive Council/ Vice-Chancellor forthwith and compliance of the same is reported to the State Government in a time bound manner.

2.19 The Registrar may be required to perform additional duties of administrative nature as required from time to time by the Executive Council or the Vice-Chancellor.

2.20(1) Subject to the provisions of the Act and regulations, the Registrar shall have disciplinary control over all employees of the University, other than the following, namely-

(a) Officers of the University.

(b) Teachers of the University, whether in relation to their work as teacher or while holding any remunerative office or in any other capacity such as invigilator or examiner.

(c) The Librarian.

(d) Officers in the Account & Audit Section.

(e) Employees of the Examination Section.

(f) Officers appointed to the posts of Deputy Registrar and Assistant Registrar.

(2) The power to take disciplinary action under sub regulation (1) of regulation 2.20 shall include the power to order dismissal, removal, reduction in rank, reversion, termination or compulsory retirement of an employee referred in the said clause, and shall include power to suspend such employees pending, or in contemplation of an enquiry, if any.

(3) No order shall be made under sub-regulation (2) of regulation 2.20 except after an enquiry in which the employee has been informed of the charges against him and after an enquiry given reasonable opportunity of being heard in respect of those charges. Where it is proposed after such enquiry, to impose on him any such major penalty he shall be given a reasonable opportunity of making representation on the penalty proposed.

2.21 When the office of the Registrar is vacant or when the Registrar is on leave by reasons of illness, absence or due to any other cause is unable to perform the duties of his office, the duties of the office of Registrar shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

2.22 The Controller of Examinations shall be responsible for the orderly and timely conduct of examinations of the University. He shall be responsible for due custody of records pertaining to his work. This includes all records related to the conduct of examinations and declaration of results.

2.23 The Controller of Examinations shall be responsible for preparing the examinations scheme both for theory and practical examinations and shall also be responsible to conduct the examinations as per scheme so prepared.

2.24 The Controller of Examinations shall notify the University examinations through an annual calendar of examinations within 2 months of new academic session with the prior approval of the Vice-Chancellor.

2.25 The Controller of Examination shall fix the examination centres and appoint centre superintendent(s) with the prior approval of the Vice-Chancellor.

2.26 The Controller of Examinations shall have powers to cause examination centre inspected by flying squad and observer.

2.27 It shall be the duty of Controller of Examinations to ensure free, fair and smooth conduct of examinations and declare results expeditiously.

2.28 The Controller of Examinations shall notify the results of the University examinations to the concerned colleges and also put the results in the public domain through the University website in an expeditious manner.

2.29 He shall ensure maintenance of the records related to the examination in an efficacious manner and through systems which enable quick retrieval.

2.30 The Controller of Examinations shall be the ex-officio Secretary of the Examination Committee of the University and shall conduct the examinations and make all other arrangements therefore and be responsible for due execution of all processes connected therewith, subject to the superintendence of the Examination Committee.

2.31 The Controller of Examinations shall maintain a database of students carrying back papers and shall inform the colleges and ensure that colleges adhere to the policy concerned thereof, as laid down by the Examination Committee.

2.32 The Controller of Examinations shall forward name(s) of candidates for conferment of degree(s) except honorary degrees.

2.33 The Controller of Examinations shall appoint paper setters, tabulators/ collators, moderators, observers and flying squads etc. with the approval of the Vice-Chancellor, and shall be the controlling officer with regard to T.A. and remuneration bills of examiners, paper setters, moderators and the persons invited for the purpose of the confidential works related to examinations.

2.34 The Controller of Examinations shall issue under the direction of the Vice-Chancellor, all notices convening meetings of board of examiners, board of moderators and of the committees appointed in connection with examinations and maintain the minutes of all such meetings. He shall act as member secretary of such committees.

2.35 The Controller of Examinations shall ensure that any malpractices related to examinations shall immediately be brought to the notice of the Examination Committee and the Vice-Chancellor and be suitably dealt with.

2.36 The Controller of Examinations shall have administrative control over the employees of the examination section and have in this regard, all the powers of the Registrar as prescribed in the

Act and regulations 2.27.

2.37 The Controller of Examinations shall review from time to time the conduct of examinations of Autonomous Colleges of the University in order to ensure that high standards of probity are being maintained in the examination systems of these colleges.

2.38 The Controller of Examinations shall superintend the tasks of all subordinate officers of the Controller of Examination branch of the University (eg. Addl/Joint/Deputy etc) and shall cause work to be distributed amongst them with the prior approval of the Vice-Chancellor.

CHAPTER-III

3.01 Under clause (g) of section 7 of the Act, the following shall hereby declare to be the other officers of the University:

(a) The Dean of Faculty

(b) The Dean of Students Welfare

(c) The Dean of Research & Development and Industrial Consultancy

(d) The Dean of Post Graduate Studies and Research

(e) The Dean of Under Graduate Studies and Entrepreneurship

(f) The Dean of Resource Generation and Alumni Relations

(g) The Head of Department

(h) The Librarian

(i) The Law Officer

3.02 The office of the Dean of Faculty shall be at the University level as well as at the college levels.

3.03 For the office of the Dean of Faculty at the University level or the College level,

(a) The Dean of Faculty shall be appointed in rotation from amongst the senior Professors in the Faculty of University or constituent, autonomous, affiliated colleges or University Institutes having teaching experience of not less than ten years by the Executive Council on the recommendations of the Vice-Chancellor,

(b) In case of non-availability of a suitable candidate to act as the Dean of Faculty, the Executive Council may fill the position by assigning the task to any other Dean. The procedure of the selection will be as per norms and procedures applicable in case of a Professor.

(c) The teacher who is appointed as Dean of Faculty shall act as the Dean of the Faculty in addition to his own duties.

(d) The term of office of the Dean of Faculty, shall be three years unless determined earlier by the Executive Council or his retirement whichever is earlier. No person shall continue to be the Dean of Faculty after he/she has ceased to hold the post by virtue of which he came to hold the office of the Dean.

3.04 For the office of the Dean of Faculty at the University level, the process of selection will be as decided by the Executive Council as per norms and procedures applicable in case of a Professor prescribed by the 'All India Council for Technical Education' from time to time.

3.05 The powers and function of the Dean of Faculty shall be as follows-

(a) The Dean of Faculty shall preside all meetings of the Board of Faculty and shall see that the various decisions of the Board are implemented.

(b) he shall be responsible for bringing the financial and other needs of the Faculty to the notice of the Vice-Chancellor.

(c) he shall take necessary measures for the functioning of libraries, laboratories and other assets of the departments of the colleges comprised in the faculty.

(d) he shall have the right to be present and to speak at any meeting of the Boards of Studies pertaining to his faculty.

(e) he shall continuously study and prepare the progress report pertaining to his faculty.

(f) he shall prepare the requirements and allocation and reallocation of teachers in different areas of discipline.

(g) he shall look after the welfare aspects of the teachers pertaining to his faculty or college.

3.06 The office of the Dean of Students' Welfare shall be at the University level as well as at the college level.

3.07 For the office of the Dean of Students Welfare at the University level as well as at the college level.

(a) The Dean of students welfare shall be appointed in rotation from amongst the Professors in the Faculty of University or constituent, autonomous and affiliated colleges having teaching experience of not less than ten years by the Executive Council on the recommendations of the Vice-Chancellor.

(b) The teacher(s) who is (are) appointed as Assistant Dean(s) of Students Welfare, he/she shall continue to perform his/her duties as teacher.

(c) The term of office of the Dean shall be three years unless determined earlier by the Executive Council or his retirement whichever is earlier. No person shall continue to be the Dean of Students Welfare after he/she has ceased to hold the post by virtue of which he came to hold the office of the Dean.

(d) The teacher who is appointed as Dean of Student Welfare shall act as the Dean of student welfare in addition to his own duties.

3.08 For the office of the Dean of Students' Welfare at the University level, the process of selection will be as decided by the Executive Council as per norms and procedures applicable in case of a Professor prescribed by the All India Council for Technical Education from time to time.

3.09 (a) The Dean of Students Welfare shall be assisted by a set of teachers, who shall perform their duties in addition to their normal duties of teaching. The teachers so selected shall be called

'Assistant Dean of Students Welfare'.

(b) One of the Assistant Deans of Students Welfare shall be appointed from amongst the lady teachers of University who shall look after the welfare of the girl students.

3.10 The powers and duties of the Dean of Students Welfare shall be as follows-

(a) The Dean of Students Welfare shall be responsible for all the aspects of welfare of students as may be determined by the Chancellor, Vice-Chancellor, the Executive Council, and any other appropriate authority of the University or the State or National bodies in this regard.

(b) he shall coordinate various extra and co-curricular events and activities aimed at overall development of the students.

(c) he shall have the overall control over the funds provided for the students' welfare and activities by the Governments, students, alumni and other donors as accepted by the Executive Council.

(d) he shall preside over or attend all such meetings that are related with the students' welfare and activities and will see that all the decisions are effectively implemented.

(e) he shall take necessary measures for the functioning of libraries, remedial courses etc. aimed at helping the students admitted under reserved categories.

(f) he shall continuously prepare and upgrade the plans of students' welfare.

(g) he shall be the main coordinating officer related to anti-ragging and anti-women harassment schemes and efforts of the University and colleges.

(h) he shall exercise general control over the superintendence of physical education, NCC, NSS, or any other facilities/activities related with students.

(i) he shall prepare the budget requirements related to students' welfare and other activities and provide the same to be included in the annual budget of the University or college.

(j) he shall communicate with the parents/guardians of a student in respect of any matter requiring his assistance, when necessary.

(k) he shall preside over such committees special or standing related to students discipline and shall advise the Vice-Chancellor in the matters related to actions against a student on
disciplinary grounds.

(l) he shall perform all such other duties as may be determined by the Executive Committee or the Vice-Chancellor in this regard.

3.11 The office of the Dean of Research, Development and Industrial Consultancy shall be at the University level as well as at the college level.

3.12 For the office of the Dean of Research, Development and Industrial Consultancy at faculty/college of the University,

(a) The Dean of Research & Development and Industrial Consultancy shall be appointed in rotation from amongst the Professors in the Faculty of University or constituent, autonomous and affiliated colleges having teaching experience of not less than ten years.
by the Executive Council on the recommendations of the Vice-Chancellor.

(b) The term of office of the Dean of Research & Development and Industrial Consultancy shall be three years unless determined earlier by the Executive Council or his retirement
whichever is earlier. No person shall continue to be the Dean of Research, Development and Industrial Consultancy after he/she has ceased to hold the post by virtue of which he
came to hold the office of the Dean;

(c) The teacher who is appointed as Dean of Research, Development and Industrial Consultancy shall act as the Dean of Research & Development and Industrial Consultancy in addition to his own duties.

3.13 For the office of the Dean of Research, Development and Industrial Consultancy at the University level, the process of selection will be as decided by the Executive Council as per norms and procedures applicable in case of a Professor prescribed by the All India Council for Technical Education from time to time.

3.14 The Dean of Research, Development and Industrial Consultancy shall have the following powers
and duties:-

(a) The Dean of Research & Development and Industrial Consultancy shall be the overall coordinator for sponsored research activities and liaison with industries at the University
and shall perform all such duties as may be determined by the Vice-Chancellor, Executive Council, Academic Council or any other appropriate authority of the University in this regard to make the sponsored research and industrial consultancy at the

University and colleges a vibrant and useful for the technological development of the country;

(b) he will liaison with State Government agencies to explore and seek the project and will prepare the necessary proposals and will carry out the required follow ups;

(c) he shall liaison with the national level sponsoring agencies governmental as well as non-governmental, other educational institutions and research organizations, to seek the opportunity of research and consultancy and will prepare the necessary proposals and will
carry out the required follow ups;

(d) he shall seek the international collaborations for research and consultancy and will obtain the government approval wherever necessary. He will prepare the necessary proposals and will carry out the necessary follow ups;

(e) he will monitor the progress of the research and consultancy projects and will carry out overall coordination to see that the decisions are implemented. He will present the periodic progress to the appropriate authorities of the University;

(f) he will organize a research wing to explore the new areas of sponsored research. He shall liaison with various agencies and bodies in this regard;

(g) he shall be responsible to prepare a repository of the sponsored research and industrial consultancy completed at the University and colleges and will be responsible for information dissemination at the national as well as international levels;

(h) he shall be the nodal coordinator at the University level for all the sponsored research and industrial consultancy at various colleges and shall provide the necessary assistance and
guidance to the colleges to encourage and promote such activities;

(i) he shall monitor the memoranda of understanding signed in this regard and will monitor their progress and report to appropriate bodies of the University;

(j) he shall also be responsible for the intellectual property rights related to overall research and technology transfer at the University;

(k) he shall perform all such other duties as may be determined by the Executive Council or the Vice-Chancellor in this regard.

3.15 The office of the Dean of Post Graduate Studies and Research may be at the University level as well as at the college level.

3.16 For the office of the Dean of Post Graduate Studies and Research at faculty/ college of the University:-

(a) The Dean of Post Graduate Studies and Research shall be appointed in rotation from amongst the Professors in the Faculty of University or constituent, autonomous and affiliated colleges having teaching experience of not less than ten years by the Executive Council on the recommendations of the Vice-Chancellor.

(b) The term of office of the Dean of Post Graduate Studies and Research shall be three years unless determined earlier by the Executive Council or his retirement whichever is earlier.
No person shall continue to be the Dean of Post Graduate Studies and Research after he/she has ceased to hold the post by virtue of which he came to hold the office of the Dean;

(c) The teacher who is appointed as Dean of Post Graduate Studies and Research shall act as the Dean of Post Graduate Studies and Research in addition to his own duties.

3.17 For the office of the Dean of Post Graduate Studies and Research at the University level, the process of selection will be as decided by the Executive Council as per norms and procedures applicable in case of a Professor prescribed by the All India Council for Technical Education from time to time.

3.18 The Dean of Post Graduate Studies and Research shall have the following powers and duties:-

(a) The Dean of Post Graduate Studies and Research shall be the overall coordinator for post graduate studies and academic research at the University and shall perform all such duties as may be determined by the Vice-Chancellor, Executive Council, Academic Council or any other appropriate authority of the University in this regard to make the Post Graduate programme at the University and colleges a vibrant and reputed programme;

(b) he shall attend the meetings and establish the necessary coordination amongst the Boards of Studies and Examination Committee and other related bodies;

(c) he shall monitor the approved and existing programmes, and prepare the proposals for new Masters and other such academic programmes for the consideration of Academic Council and other appropriate authority of the University, and will carry out overall coordination to see that the decisions are implemented;

(d) he shall prepare the schemes for admission procedures for different Masters and Doctoral programmes keeping in view the trends at the national and international levels;

(e) he shall prepare the schemes for theory and practical examinations at the Post Graduate level courses;

(f) he shall plan and coordinate the thesis examinations both at the Masters as well as Doctoral levels in consultation with the Vice-Chancellor;

(g) he shall be responsible to prepare a repository of the Masters and Doctoral thesis completed at the University and colleges, and shall communicate about the thesis completed to appropriate bodies and societies for publication and information dissemination at the national as well as international levels;

(h) he shall be responsible for documenting all the national and international publications associated with the thesis;

(i) he shall perform all such other duties as may be determined by the Executive Committee or the Vice-Chancellor in this regard.

3.19 The office of the Dean of Under Graduate Studies and Entrepreneurship may be at the University

level as well as at the college level.

3.20 For the office of the Dean of Under Graduate Studies and Entrepreneurship at faculty/college of the University:-

(a) The Dean of Under-Graduate Studies and Entrepreneurship shall be appointed in rotation from amongst the Professors in the Faculty of University or constituent, autonomous and

affiliated colleges having teaching experience of not less than ten years by the Executive Council on the recommendations of the Vice-Chancellor;

(b) The term of office of the Dean of Under-Graduate Studies and Entrepreneurship shall be three years unless determined earlier by the Executive Council or his retirement whichever is earlier. No person shall continue to be the Dean of Under Graduate Studies and Entrepreneurship after he/she has ceased to hold the post by virtue of which he came

to hold the office of the Dean;

(c) The teacher who is appointed as Dean of Under Graduate Studies and Entrepreneurship, shall act as the Dean of Under-Graduate Studies and Entrepreneurship in addition to his own duties.

3.21 For the office of the Dean of Under Graduate Studies and Entrepreneurship at the University level, the process of selection will be as decided by the Executive Council as per norms and procedures applicable in case of a Professor prescribed by the All India Council for Technical Education from time to time.

3.22 The Dean of Under Graduate Studies and Entrepreneurship shall have the following powers and duties:-

(a) The Dean of Under-Graduate Studies and Entrepreneurship shall be the overall coordinator for under graduate studies, undergraduate academic research and promotion
of entrepreneurship activities at the under graduate level at the University, and shall perform all such duties as may be determined by the Vice-Chancellor, Executive Council, Academic Council or any other appropriate authority of the University in this regard to make the Under Graduate programme at the University and colleges a vibrant and reputed programme;

(b) he shall attend the meetings and establish the necessary coordination amongst the Boards of Studies, Examination Committee, and other related bodies;

(c) he shall monitor the existing programmes, and prepare the proposals for new under graduate and other such academic programmes for the consideration of Academic Council and other appropriate authority of the University, and will carry out overall coordination to see that the decisions are implemented;

(d) he shall prepare the schemes for admission procedures for different under graduate programmes keeping in view the trends at the national and international levels;

(e) he shall propose from time to time the necessary reforms for theory and practical examinations at the under graduate level courses for the consideration of appropriate authorities of the University;

(f) he shall be responsible to prepare a repository of the various academic and co-curricular achievements of the undergraduate students of the University both at national and international levels;

(g) he shall perform all such other duties as may be determined by the Executive Council or the Vice-Chancellor in this regard.

3.23 The office of the Dean of Resource Generation and Alumni Relations shall be at the University level as well as at the college level.

3.24 For the office of the Dean of Resource Generation and Alumni Relations at faculty/college of the University:-

(a) The Dean of Resource Generation And Alumni Relations shall be appointed in rotation from amongst the Professors in the Faculty of University or constituent, autonomous and affiliated colleges having teaching experience of not less than ten years by the Executive Council on the recommendations of the Vice-Chancellor;

(b) The term of office of the Dean shall be three years unless determined earlier by the Executive Council or his retirement whichever is earlier. No person shall continue to be the Dean of Resource Generation and Alumni Relations after he/she has ceased to hold the post by virtue of which he came to hold the office of the Dean;

(c) The teacher who is appointed as Dean of Resource Generation and Alumni Relations, shall act as the Dean of Resource Generation And Alumni Relations in addition to his own duties.

3.25 For the office of the Dean of Resource Generation and Alumni Relations at the University level, the process of selection will be as decided by the Executive Council as per norms and procedures applicable in case of a Professor prescribed by the All India Council for Technical Education from time to time.

3.26 Under the provisions of section 6(k) of the Act, that permits the University to receive gifts, grants, donations or benefactions from the State Government or Central Government and to receive bequests, donations or transfers of movable or immovable property from testators, donors, or transfers, as the case may be, and to hold and manage the same. The position of the Dean of Resource Generation and Alumni Relations is created to give effect to some of these provisions and also to look after the alumni relations. The Dean of Resource Generation and Alumni Relations shall have the following powers and duties:-

(a) The Dean of Resource Generation And Alumni Relations shall be the overall coordinator for the gifts, grants, donations or benefactions etc. from various sources;

(b) he will liaison with various agencies and donors for generating the resources, and will prepare the necessary proposals and will carry out the required follow ups;

(c) he shall prepare and submit the utilization report of resources generated to various donors and agencies;

(d) he shall prepare the plans for utilization of all designated and non-designated donations and shall monitor the progress;

(e) he will procure the necessary permission and shall prepare proposals to issue the necessary certificates for income tax benefits to donors wherever applicable;

(f) he will organize and coordinate the network of the University alumni worldwide and will disseminate the University related information to them and shall receive the feedback from the alumni for short and long term development and progress of the University;

(g) he shall be responsible to raise the funds from alumni for different developmental projects of the University.

(h) he shall monitor the memoranda of understanding signed in this regard and will monitor their progress and report to appropriate bodies of the University;

(i) he shall perform all such other duties as may be determined by the Executive Committee or the Vice-Chancellor in this regard.

3.27 The Head of the Department will ordinarily be appointed for a period of three years from amongst

the professors and readers of the Department as per seniority by rotation and willingness of the

person, unless otherwise specified by the Executive Council of the University. No person shall continue to be the Head after he/she has ceased to hold the post by virtue of which he came to hold the office of the Head.

3.28 The University and the colleges thereof shall be empowered to organize the teaching and research

activities into academic departments on the basis of various degree programmes approved and being run therein.

3.29 Each department will have a Head of Department who shall:-

(a) provide the academic leadership to the department and contribute to the fulfillment of the objectives of the institution, and be overall responsible for the academic and other related activities to carry out the academic activities of the department;

(b) prepare the teaching and practical schedule and assign the teachers, class rooms and

laboratories and arrange for the procurement of the necessary consumables and non-consumables for teaching and research;

(c) shall arrange for practical training, if required, of the students in industry or research organizations;

(d) shall attend to the students and faculty problems related to the teaching and research;

(e) be empowered to constitute the departmental level committees for any activities related to the department;

(f) shall send the nominations of the faculty and students for committees at the college level;

(g) shall assist the Principal/Director of the college in the recruitment of staff and faculty as per existing provisions;

(h) shall assist the Principal/Director of the college in any matter called for;

(i) prepare the repository of accomplishments of the department;

(j) be the disciplinary officer for all the teachers and staff working in the department;

(k) have the overall control over the funds provided for the department and will be responsible for ensuring that the said fund is properly utilized;

(l) preside over or attend all such meetings that are related with the departmental activities and will see that all the decisions are effectively implemented.

3.30 The teacher who is appointed as Head of the Department shall continue to perform his/her duties as a teacher.

3.31 (1) The University may, with prior approval of the Executive Council, appoint a full time Librarian on the recommendations of Selection Committee consisting of the following:-

1. The Vice-Chancellor
2. Two experts in the Library Science to be nominated by the Executive Council.
3. Two representatives, Scheduled Caste/Schedule Tribes and Other Backward categories one from each category nominated by the Vice-Chancellor.

(2) Until Librarian is appointed under sub-regulation (1) or assumes charge of his office, the Vice-Chancellor may appoint an Honorary Librarian from amongst the Officers of the University for such period as he thinks fit.

3.32 The qualifications of Librarian shall be such as may be prescribed by the Executive Council.

3.33 Emoluments of the Librarian shall be such as may be approved by the Executive Council.

3.34 It shall be the duty of Librarian to maintain Library of the University and to organize its services in the manner most conductive to the interest of the teaching and research.

3.35 The librarian shall be under the disciplinary control of the Vice-Chancellor.

3.36 The University may, with prior approval of the Executive Council, create a Legal Cell to

(a) deal with all the legal cases against and by the University;

(b) advise the University on legal matters related to University based on the cases and judgments of various courts and announcements from various government bodies;

(c) to provide opinion on the matter pertaining to the interpretation of the Act and these Regulations;

(d) to provide the legal assistance in framing the regulations and ordinances, etc.

3.37 The University may, with prior approval of a post created in the State Government, appoint a full time Law Officer in the rank of Deputy Registrar. The Law Officer shall be appointed by the Vice-Chancellor on the recommendations of a selection committee to be constituted by the

Executive Council, as per terms and conditions determined by the Executive Council.

3.38 The Law Officer shall work under the supervision and control of the Registrar.

3.39 The qualifications and experience of the Law Officer shall be such as may be determined by the Executive Council.

3.40 The expenses of the Law Officer shall be met from the funds of the University.

CHAPTER-IV

AUTHORITIES AND BODIES OF THE UNIVERSITY

4.01 The term of office of members of the Executive Council mentioned in clauses (h), (i) and (j) of sub-section (1) of section 17 of the Act shall commence from the date of nomination, as such.

4.02 No person shall be or continue to be a member of the Executive Council in more than one capacity, and whenever a person becomes a member of the Executive Council in more than one capacity, he shall within two weeks thereof choose the capacity in which he desires to be member

of the Executive Council and shall vacate the other seat. Where he does not so choose, the seat held by him earlier in point of time shall be deemed to have been vacated with effect from the date of expiry of the aforesaid period of two weeks.

4.03 Nine members of the Executive Council including the Vice Chancellor shall form the quorum for a meeting of the Executive Council.

4.04 The Director/Principal of an Institute or Constituent College of the University, shall be a permanent invitee to the Executive Council of the University.

4.05 The Executive Council shall prescribe the qualifications and terms of appointments for the posts

created in the University.

4.06 The Executive Council shall prescribe qualifications and emoluments of the teachers and the fee payable to the examiners after considering the advice of the Academic Council.

4.07 The members of the Executive Council shall be entitled for such travelling and other allowances on attending the meeting as may be fixed by the Executive Council from time to time.

4.08 The Council shall appoint, whenever necessary, Inspector or Board of Inspectors for inspecting colleges and institutions applying for increase in intake and/or seeking affiliation of the University.

4.09 (a) The Council shall approve the modes of financial resources generation including grants, donations and savings etc;

(b) The Council shall prescribe and approve the mode of utilization and investment of savings/reserve funds/surplus (corpuses) available at the University.

4.10 The Council shall exercise all the powers of the University not otherwise provided by the Act, Regulations, and Ordinances for the fulfillment of the objects of University.

4.11 The Academic Council shall report on any matter referred or entrusted to it by the Executive Council.

4.12 Subject to the provisions of the Act and Regulations, the Academic Council shall have the following powers:

(a) to advise with regard to creation and abolition of posts of teachers in the University and colleges, and emoluments and duties attached to it;

(b) to formulate, modify or revise and report to the Executive Council as to the expedience of the abolition, reconstitution or division of any faculty or amalgamation of one or more faculties;

(c) to promote research and consider proposals submitted by faculties/colleges/teachers in

this regard;

(d) to recognize diplomas and degrees of other Universities and institutions;

(e) to advise special arrangements, if any for the teaching of female students and students of weaker section of society;

(f) to advice for the establishment of colleges, departments and institutions;

(g) to recommend to the Executive Council for the Ordinances regarding examinations of the University;

(h) to prepare Academic Calendar.

(i) to make recommendations regarding the conferment or grant of degrees, certificates, titles and honours to the Executive Council;

(j) to scrutinize and make its recommendations on proposals submitted by the Board of Studies through the Faculties in regard to the courses of study and publish the same with
the approval of Executive Council;

(k) to appoint committees for the admission of the University.

(l) to prescribe qualifications for admission and enrolment of students in the University.

(m) to implement the recommendations made by Executive Council.

(n) to appoint experts committee to restructure syllabus and present it in board of studies.

(o) to appoint person(s) from industry for teaching in the University and its affiliated institutions and also allow teacher(s) of the University and its affiliated institutions to serve in industries for the period specified in such appointments in the interest of academics.

(p) to perform, in relation to academic matters, all such duties and do all such act as may be necessary for the proper execution by carrying out of the provisions of the Act and the Regulations.

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

4.14 The Registrar shall act as the Ex-officio Secretary of the Academic Council. In the absence of the Registrar, the Deputy Registrar (Academics) shall discharge these functions.

4.15 The Annual Account and final estimate of the University shall be considered by the Finance Committee and will thereafter be submitted to the Executive Council for approval.

4.16 The Annual Accounts and the budget of the University for the next Financial Year shall be submitted before the Finance Committee for consideration and thereafter submitted to the Executive Council for its approval.

4.17 If the Executive Council, at any time after the consideration of the annual financial estimate (i.e., the budget) proposes any revision thereof involving recurring or non-recurring expenditure of the
amount, it shall be referred to the Finance Committee.

4.18 The item of new expenditure not already included in the financial estimate shall be referred to the
Finance Committee.

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

4.20 The members of the Finance Committee other than the Ex-officio members, shall hold office for a
term of two years from the dates on which they become members of the committee.

4.21 The meeting of Finance Committee shall be convened under the directions of the Vice-Chancellor

and all notices for functioning such meetings shall be issued by Finance Officer, who shall keep the minutes of all such meetings. The Finance Officer shall be an ex-officio Secretary of the Finance Committee.

4.22 The Finance Committee shall be responsible for examining, managing and recommending decisions on financial matters provided in clauses (g) & (k) of section 6 to the Executive Committee of the University.

4.23 For purposes of action under regulation 4.22 the Executive Council shall set up a University fund

in which all accruals of funds to the University shall be credited to the University account, which

shall be called the University Fund and shall be maintained in a nationalised bank.

4.24 The Finance Committee shall have following powers and duties:-

The finance committee shall ensure that,-

(i) the University Fund shall be spent for purposes of functioning of the University;

(ii) the first charge on University Fund will be for the salary of University functionaries including University Institutes and Constituent Colleges of the University;

(iii) The University Fund will also be used for the following:

(a) for TA/DA, and other personnel related payments like medical reimbursement etc of the University staff; University Institutes, Constituent Colleges as per rules approved by the Executive Council ;

(b) setting up and augmenting the University infrastructure;

(c) for purposes of programmes for development of academic standards in the University as stipulated by the Executive Council;

(d) setting up of University Institutes ;

(e) augmenting infrastructure of Constituent Colleges;

(f) augmenting academic related infrastructure of Associated Colleges;

(g) for purpose of research and post graduate programmes as determined by the Executive Council of the University;

(h) investments of surplus funds in fixed deposits or investment schemes which are approved by the Executive Council on the recommendations of the Finance Committee;

(i) for creating a Corpus Fund for the University, with annual contribution of surplus

funds for the University, for purposes of a back up of resources for the University;

4.25 Except for purposes of clause (ii) sub clause (a) of clause (iii) of regulation 4.24 all other expenditures covered under clause (iii) of regulation 4.24 shall be met with the approval of the Executive Council;

4.26 The Executive Council may however, for special purposes e.g. alumni contribution, Uttar Pradesh

State Entrance Examination, Student Welfare Funds etc, keep separate accounts, which may be

notified as Special Funds for that purpose. The Finance Committee shall be responsible for managing such funds under sub-section (3) of the section 20 with the following provisions:-

(i) Funds accrued on account of the Uttar Pradesh State Entrance Examination would be utilised for purposes of the Uttar Pradesh State Entrance Examination itself.

(ii) Any surplus generated in this fund could be utilised for purposes of infrastructure and academic development of University, Associated Colleges in the Government sector and for academic purposes of the University itself, with the prior sanction of the State Government.

(iii) Disbursals from other Special Funds set up by the University as notified under regulation 4.26 above, shall be as per rules laid down by the Executive Council.

4.27 The Examination Committee shall consist of the following members:-

(a) The Vice-Chancellor, who shall be the Chairman of the Examination Committee;

(b) Two Professors of the University faculty/Constituent Institutions nominated by the Vice-Chancellor;

(c) Two professors of the affiliated college(s) appointed by the Vice–Chancellor;

(d) Two persons of academic eminence and not from the University nominated by the Vice-Chancellor;

(e) The Controller of Examinations ex-officio Secretary.

4.28 The Examination Committee shall meet from time to time as called by the Vice-Chancellor.

4.29 The Vice-Chancellor may invite any expert to the Examination Committee as deemed fit. The Registrar of the University shall be a permanent invitee to the Examination Committee.

4.30 The Examination Committee will make recommendations to Academic Council regarding conferment or grant of degrees, honours and titles.

4.31 For smooth conduct of examinations, all the properties and staff of affiliated colleges shall be deemed to be under the administrative and disciplinary control of the Examination Committee and shall be utilized for conduct of examinations.

4.32 The Examination Committee may, on the recommendations of the sub committee constituted for

such purposes, debar an examinee from appearing in any examinations if in the opinion of the Committee, such examinee was guilty of misbehaviour or of using unfair means at any examination conducted by the University.

4.33 The meetings of Examination Committee shall be convened under the directions of the Vice-Chancellor and all the notices for such meetings shall be issued by the Controller of Examinations, who shall keep the minutes of all such meetings. The Controller of Examinations shall be the ex-officio Secretary of the Examination Committee.

4.34 The Examination Committee should lay down a policy for carry over examinations in such a manner that the students are not burdened by backlog papers beyond the penultimate year of the
course completion.

CHAPTER-V

OTHER AUTHORITIES OF THE UNIVERSITY

The authorities of mentioned in this chapter shall be declared to be the other authorities of the University

5.01 In accordance with the scope and disciplines of the technical education as described in section

2(g) of the Act, the University shall have the following faculties:

(a) Faculty of Engineering and Technology;

(b) Faculty of Architecture, Planning and Physical Development;

(c) Faculty of Pharmacy;

(d) Faculty of Management;

(e) Faculty of Computer Applications;

(f) Faculty of Arts and Visual Communication;

(g) Faculty of Applied Sciences;

(h) Faculty of Teaching.

5.02 The Board of Faculty for each faculty shall be constituted as follows :

(a) The Dean of Faculty who shall be the Chairman of the Board of Faculty;

(b) Chairman/Convener of each Board of Studies belonging to the Faculty as member of the Board of Faculty;

(c) One Professor, one Assistant Professor and one Lecturer from each Board of Studies, other than its Chairman, from the University Institutes/Constituent Colleges/Affiliated or

Associated Colleges nominated by the Executive Council on the recommendations of the Vice-Chancellor, provided that not more than one shall belong to the same subject from the same college;

(d) Three Experts of repute from eminent institutions, research organizations and industry, who are not in the service of the University or any of its affiliated colleges, with specialization in the areas of study associated with the faculty, to be nominated by the Executive Council on the recommendations of the Vice-Chancellor.

5.03 (a) Members of the Board of Faculty other than ex-officio members shall hold office for a period of three years and cease to be member whenever he ceases to hold the post by virtue of which he came in the Board.

(b) The meetings of Board of Faculty shall be convened under the directions of its Chairman.

5.04 Subject to the provision of these regulations, the Board of each Faculty shall have the following powers-

(a) to consider the proposals regarding the Ordinances, Scheme of Examination and Courses of Study submitted by respective Board of Studies under its domain and make recommendations after modifications, if needed, to the Academic Council for approval.

(b) to make recommendations to the Academic Council regarding the teaching and research work of the Boards of Studies concerned.

(c) to consider and recommendations to the Academic Council on any question pertaining to its sphere of work which may appear to it necessary and on any matter referred to it by the Academic Council.

5.05. The University, in addition to the Board of Faculties, shall have the 'Boards of Studies' for each of the subjects with degree programmes and a Constituted Faculty.

5.06 The Board of each Faculty other than Faculty of Engineering and Technology may have one Board of Study.

5.07 The Boards of Faculty of Engineering and Technology shall have the following Board of Studies.

(a) Board of Study of Civil Engineering.

(b) Board of Study of Chemical Engineering and Technology.

(c) Board of Study of Computer Science & Engineering and Information Technology.

(d) Board of Study of Electrical Engineering.

(e) Board of Study of Electronics Engineering.

(f) Board of Study of Mechanical Engineering.

(g) Board of Study of Textile & Carpet Technology.

(h) Board of Study of Applied Science and Humanities.

(i) Board of Study of other technology disciplines.

(j) Board of Study of Management Studies.

5.08 The Board of Study shall be constituted as follows:-

(1) One senior teacher not below the rank of Professor in the subject shall be appointed as Chairman by the Vice-Chancellor.

(2) Five senior teachers from the University or affiliated colleges having at least five years teaching experience, nominated by the Vice-Chancellor from the categories of Professor, Reader/Assistant Professor and Lecturer. Provided that at least one person shall belong to each category and no two teachers shall belong to the same college.

(3) Three persons possessing expert knowledge of the subject, not in the service of University or any of its colleges, to be nominated by the Vice-Chancellor from eminent institutions, research organizations and industry.

5.09 The Board of Study shall assist the Board of Faculty regarding the course of studies in the respective subjects.

5.10 The Board of Study shall propose the list of Examiners to the Examination Committee.

5.11 (a) The member of Board of Study shall hold the office for a period of three years.

(b) The meetings of Board of Study shall be convened under the directions of its Chairman/Convener of Board of Study or the Vice-Chancellor.

CHAPTER-VI

AFFILIATION

6.01.(a) Every application for affiliation of a college as an Affiliated College shall be made so as to reach the University not less than six months before the commencement of the session in respect of which the recognition is sought.

Provided that the Executive Council may, in special circumstances, reduce the said period in the interest of higher technical education to such extent as deemed necessary.

(b) Every application for recognition of a college shall be accompanied by the letter of approval from All India Council for Technical Education along with a Bank Draft payable to the University, for a non refundable sum of Rs. 5,000/ or more as may be notified by the University.

(c) Before an application for recognition is placed before the Executive Council, the Vice-Chancellor must be satisfied with regard to the following:-

(i) that the institution satisfies the demand for technical education in the Locality.

(ii) that the Management concerned has provided following as per prevalent norms of All India Council for Technical Education:-

1. suitable and sufficient building and covered area.
2. adequate library, furniture, stationery, equipment and laboratory facilities.
3. contiguous specified area of land conclusive for Education purposes.
4. facilities for health and recreation of the students.
5. funds for the payment of salary and allowances to the employees of the college.

6.02 If the Vice-Chancellor is satisfied with clauses (b) and (c) as described above, he shall appoint a Panel of Inspectors to inspect the college and make a detailed report on all relevant matters. For the purpose of inspection the management has to deposit Rs.50,000/- as inspection fees/or an amount as duly notified by the University.

6.03 Ordinarily all inspection shall be completed within 3 months of the receipt of an application for recognition. The process of grant or refusal of application should ordinarily be completed before April 30th of the year in which it is proposed to start the classes.

6.04 The Executive Council shall constitute a Committee for recommending affiliations of colleges which shall be headed by the Vice-Chancellor and include at least one Director/Principal of an Autonomous College by rotation and one representative of the State Government Department of Technical Education. The Vice-Chancellor shall nominate two other senior Deans of the University on this Committee.

6.05 The recommendations of Affiliation Committee shall be forwarded by the University to the State Government as per requirements of Sec. 23 (2) of the Act.

6.06 Upon receipt of the State Government approval, the Executive Council of the University shall grant the privileges of affiliation/enhance privileges of affiliation of the college concerned. No affiliation shall be granted by the Executive Council unless it is satisfied as per norms of All India Council for Technical Education.

6.07 The University may grant affiliation to colleges for a period of 3-5 years as the case may be, based on a criteria of high academic performance and transparent management practices, with prior approval of the State Government.

6.08 Where the affiliation to a college is granted subject to certain conditions, the college shall not admit or register students unless the Vice-Chancellor after due inspection has issued a certificate.

6.09 For every college (other than a college exclusively maintained by the State Government or by a local authority), the management shall deposit a sum to the University as endowment funds as per norms decided from time to time. The prevailing amounts of endowment funds are annexed as 'Appendix-A'. These funds shall not be alienated so long as the college continues to exist.

6.10 Every application for affiliation of colleges for new courses or additional seats in existing courses, shall be made so as to reach, the University before the 31st of December of the preceding academic session with a fees mentioned in clause 7.06(2) afresh.

6.11 No Application for affiliation in a new subject shall be considered unless a certificate in writing is issued by the Registrar to the effect that the conditions of affiliation and/or previous affiliation have been fulfilled in total.

6.12 Every affiliated college shall strictly observe the rules laid down by the University regarding admission to colleges and disciplines.

6.13 Every affiliated college shall make available to the University a list of its buildings, libraries and laboratories with their equipments and apparatuses and also the services as such of its teaching and other staff as may be necessary for the purposes of conducting the University Examinations.

6.14 Every affiliated college shall have its own staff and teachers having such qualifications who shall be given such grades of pay, and be governed by such other conditions of services as may be laid down from time to time in the Ordinances and All India Council for Technical Education in that behalf:

Provided that no ordinances relating to grades of pay and qualifications shall be made without the prior approval of the State Government.

6.15 When the office of Principal/Director of an affiliated college/institutions falls vacant, the management may appoint any teacher to officiate as Principal/Director for a period of three months or until the appointment of a regular Principal/Director, whichever is earlier. If on or before the expiry of the period of three months, any regular Principal is not appointed, or such a Principal does not assume the office, the senior-most teacher in the college shall officiate as Principal/Director of such college/institution until a regular Principal/Director is appointed.

6.16. (a) Every affiliated college shall maintain the registers required for affiliated colleges and shall from time to time furnish to the University returns in such forms as may be required by the University.

(b) Every affiliated college shall be required to maintain its websites and upload the college related data in the format as prescribed by the University from time to time.

6.17 (a) Where the Executive Council or the Vice-Chancellor causes any affiliated college to be inspected the college may be communicated the result of such inspection together with the views thereon and direct the management regarding the action to be taken.

(b) Where the management of an affiliated college does not take action to the satisfaction of the Executive Council, it may after considering any explanation furnished or representation made by the management issue such directions as it may think fit, and the management shall comply with such directions failing which the Executive Council may proceed to take action under or in accordance with regulation 7.28.

6.18 Information regarding all posts in the teaching staff of the college that fall vacant temporarily or permanently shall be communicated to the University within 15 days of their falling vacant.

6.19 The number of students in a class or section in an affiliated college shall not, except with previous permission of the All India Council for Technical Education exceed the sanctioned strength.

6.20 The Executive Council may decrease the next year intake of the course(s) of the affiliated college up to a number which it thinks as a penalty for errors committed by the college in any academic year or even the college may be fined monetarily.

6.21 Continuance of affiliation shall depend on continued fulfillment of conditions laid down by the University.

6.22 An affiliated college shall be deemed to have been de-affiliated if it fails to send up any candidate for an examination conducted by the University for three successive years.

6.23 Executive Council may direct a college not to admit students to a particular class if the conditions laid down for starting the classes have in the opinion of the Executive Council been disregarded by the college concerned. The classes may, however, be restarted with the prior permission of the Executive Council when the conditions are fulfilled to the satisfaction of the Executive Council.

6.24 If a college disregards the requirements of the University regarding the fulfillment of the conditions of affiliation and fails to fulfill the conditions in spite of notice issued by the University, the Executive Council may with the previous sanction of the State Government, suspend the affiliation till the conditions are fulfilled to the satisfaction of the Executive Council.

6.25 (a) The Executive Council may, with the prior sanction of the State Government, deprive an affiliated college of the privileges of recognition either wholly or partly for any degree of subject, if it fails to comply with the direction of the Executive Council or to fulfills the conditions of recognition or for gross mismanagement, or if for any other reason the Executive Council is of opinion that the college should be deprived of such affiliation.

(b) If the salaries of the staff are not paid regularly, or if the teachers are not paid their salaries to which they were entitled under the Regulations or the Ordinances, the college does not take within a specified period, such action as is required, would be liable to withdrawal of recognition within the meaning of the Regulations.

6.26 The Executive Council shall, before taking any action under the preceding Regulations call upon a college to it to be necessary in respect of any of the matters referred to in the conditions of recognition etc.

6.27 If any affiliated college is seeking deaffiliation or closure of existing courses, it can apply to the University which, after examining the merits of the case, especially from the point of view of future of the students involved, shall with the prior sanction of the State Government, deaffiliate the college or allow the closure of courses, through a decision of the Executive Council.

6.28 Whenever there is a dispute regarding the management of an affiliated college, persons found by the Vice-Chancellor to be in actual possession and control of the college properties may, for purposes of the Act and these Regulations, be recognized to constitute the management of such college until a court of competent jurisdiction orders otherwise:

Provided that before making an order under this provision, the Vice-Chancellor shall afford an opportunity to the rival claimants to make written representations.

6.29 (a) The Management of an affiliated college desirous of obtaining the privileges of an autonomous college shall apply to the University specifying clearly the following-

(i) the variation proposed in or from the course of study prescribed by the University including the institution of a course in a subject not provided for by the University and the substitution of a course for the one prescribed by the University;

(ii) the manner in which the college proposes to hold examinations in the courses so varied;

(iii) the details of its finances and assets the strength and qualifications of its teaching staff, the faculties available for the advance research work already done, if any.

(b) No application under clause (a) shall be entertained unless the college satisfies the following conditions-

(i) it has well established department of teaching so as to be capable of imparting instruction up to the post-graduate stage.

(ii) it has or is likely to have adequate and well qualified teaching staff.

(iii) the Principal or Director is a teacher or scholar of outstanding merit and possesses administrative experience.

(iv) it possesses adequate and satisfactory buildings for all teaching and tutorial purposes and for housing the library, class rooms, the laboratories and has land for future expansion.

(v) it has a good library and has or is likely to have provision for its regular development.

(vi) it has, well equipped laboratories, if necessary, for the subject taught therein, and has or is likely to have adequate provisions for new acquisitions and replacements,

(vii) the management possesses adequate resources for meeting the extra expenditure involved in the college on attaining the status of an autonomous college.

(c) Every application under Sub clause (a) shall be accompanied by a Bank Draft payable to the University for a sum of Rs. 5000 which shall be non-refundable. If the University intends further to inspect the Institution, a sum of Rs. 50,000 is payable as inspection fee (or an amount as duly notified by the University).

(d) (i) Every application under Clause (a) shall be referred to a Standing Committee on Academic Autonomy constituted by the VC for the scrutiny of proposals within 15 days of receipt. This Committee shall include eminent academicians and experts of which at least two shall be from outside the University. The Board of Study concerned and the Examination Committee of the University may render suggestions, if necessary, under scrutiny, to the Committee on Academic Autonomy.

(ii) If the reports of the Committee are favourable, the Executive Council shall appoint a panel of experts (not exceeding five members) to inspect the college and report on its suitability for being granted academic autonomy in the course of study/ studies concerned.

(e) The report of the panel of experts shall be considered by the Academic Council, and shall be laid before the Executive Council together with their views.

(f) (i) after considering the recommendation of the panel of experts and the views of the Academic Council, referred to in sub clause (e), if the Executive Council is of opinion that the college is entitled to the privileges mentioned in Section 26A, it shall submit its proposal to the Chancellor.

(ii) on receipt of the proposal and other connected papers under clause f(i) and after making any such enquiry or obtain expert advice as he may consider necessary, the Chancellor may approve the proposal or reject it.

(g) After approval of recommendation of Executive Council by the Chancellor under sub clause (f), the Executive Council shall declare the college as an autonomous college and shall specify the matters in respect of which and the extent to which the college may exercise the privileges of an autonomous colleges.

(h) Subject to the provision of section 26-A, an autonomous college shall be entitled:-

(i) to frame the courses in the subjects covered by its privileges:

(ii) to appoint persons qualified to be appointed as internal/external examiners in such subjects:

(iii) to hold examinations and to make such changes in the method of examination and teaching as in its opinion are conducive to the maintenance of the standard of education.

(i) (i) The results of the autonomous college shall be declared and published by the University along with a mention the name of the college which has presented the results (tabulation charts) for declaration and publication.

(ii) Every autonomous college shall furnish such reports, returns and other information, as the Executive Council may, from time to time, require to enable it to judge the efficiency of such college.

(iii) The University shall continue to exercise general supervision over an autonomous college and to confer degrees on the students of the college passing any examination qualifying for any degree of the University.

(j) The Executive Council may, at any time get an autonomous college inspected by a panel of experts, and if after perusing the report of such inspection, it is of opinion that the college has failed to maintain the requisite standard, or that in the interest of education, it is necessary to withdraw the privileges conferred by section 26-A, the Executive Council may, with the prior approval of the Chancellor, withdraw such privileges and thereupon the college concerned shall revert to the position of an affiliated college.

(k) (i) For the proper planning and conduct of its work, every autonomous college shall have an Academic Council and Boards of study in respect of the subjects in which autonomy has been granted.

(ii) The Academic Council shall be composed of all the Heads of Departments, and two other teachers of subject taught for a post-graduate degree and one teacher of each subject taught for the first degree with the Principal/Director as Chairman. These teachers shall be members of the Council by rotation in order of seniority for two years at a time, provided that no teacher of less than four years' standing shall be member.

(iii) The Academic Council shall review the academic work of the college at quarterly meeting and including interalia the syllabi/curricula of such courses, their teaching and examinations thereof.

(iv) The Boards of Study shall consist of all teachers of the subjects comprised in the Faculty, of three years standing as teacher of degree classes. The Boards of study shall meet at regular intervals (once a month if possible) to consider academic questions and advise the Principal/Director. Proposals regarding courses, examinations, etc. shall either originate in or be considered by these Boards.

(l) Subject to the provisions of Section 26-A and of this Chapter, the courses of study and other conditions related to an autonomous college can be laid down by the Executive Council of the University, from time to time as it may deem fit in the interest of academic excellence.

6.30 Constituent Colleges shall be of two categories namely:-

(i) Government assisted constituent college wherever the State Government so directs.

(ii) A constituent college named as such on an application from affiliated colleges, where on the recommendations of the Executive Council of the University, the Chancellor so directs.

6.31 Subject to the provision of section 26-B the principal of a constituent college shall exercise powers as may be delegated from time to time by the Executive Council.

6.32 The governance of Constituent College shall vest in the Executive Council of the University. The Constituent College shall amend its bye-laws/rules to this effect not later than 2 months of being granted the status of a Constituent College.

6.33 The Principal/Director of a Constituent College shall be responsible for the discipline of the students enrolled in the college and shall have control over the ministerial staff of the college.

6.34 The University may, with the express decision of the Executive Council grant such financial assistance from the University fund for the development of the Constituent College in terms of academic, student/faculty related infrastructure as may be approved by the finance committee.

6.35 In case any Constituent College seeks to change its status to an Affiliated/Associated College, the University shall, for the purpose i) accept the State Government directives for Government Assisted Colleges and ii) For other Colleges, seek approval of the Chancellor after due recommendations of the Executive Council.

6.36 (a) For any institutes covered under section 26-C the Executive Council shall cause it to be inspected from time to time under sub-sections (6) & (7) of section 23.

(b) The affiliation of an associated college may, with the previous sanction of the State Government, be withdrawn by the Executive Council, if it is satisfied after considering any explanation furnished by the college, that it has ceased to fulfill the conditions of its affiliation or that it persists in making default in the performance of its duties under the Act or in the removal of any defect in its works pointed out by the Executive Council.

(c) The University may, with an express decision of the Executive Council and approval of the Chancellor, provide funds for the academic infrastructure to any Associated College.

6.37 (a) For institutes established under section 26 the University may interalia propose either to

absorb an existing College/Institution, which is a Government College/Government Society College, or an Institute to be established with its own funds through a resolution of the Executive Council with the prior approval of the Chancellor.

(b) While sending such proposals to the State Government under Section 26, the University shall interalia elucidate on the following:-

(i) If an existing College is being taken over as an institute, the terms and conditions of service of its existing faculty,

(ii) whether the faculty/staff are choosing to opt for University terms and conditions as prescribed by its own bye-laws and

(iii) whether all appointments to the faculty/ staff made after becoming a University Institute, shall be on the terms and conditions stipulated by the University.

(iv) if the University is setting up its own Institute, then the terms and conditions for the faculty/staff where of shall be prescribed by the University or

(v) if the University proposes different specific terms and conditions for the institutes faculty & staff.

6.38 (a) The management of each affiliated college shall be assisted by a Finance Committee which shall consist of,

(i) the President or the Secretary of the management of the college, Chairman,

(ii) two other members elected by the Management from amongst themselves member,

(iii) The Principal/Director (Ex-officio) member,

(iv) the senior most teacher of the College/Institution (Ex-officio) member;

(b) The Principal of the college shall be the member secretary of the Finance Committee and be entitled to convene its meeting.

6.39 The Finance Committee shall prepare the annual budget of the college (except of the Students Funds) which shall be placed before Board of the Management for their consideration and approval.

6.40 New expenditure, which is not included in the budget of the college shall not be incurred without references to the Finance Committee.

6.41 The recurring expenditure provided for in budget shall be controlled by the Principal subject to any specific directions that may be given by the Finance Committee.

6.42 All Student's Fund shall be administered by the Principal/Director assisted by such different Committees as Games and Sport Committee, Cultural Committee and such other student activities Committee etc, which shall include representatives of students of the college concerned.

6.43 Accounts of the Students Funds shall be audited by a qualified auditor appointed by the Board or Management not from amongst its members. The audit fees will be a legitimate charge on the Students Funds of the college. The audit reports shall be placed before the Board Management.

6.44 The Student, Funds and the fee income from the hostels shall not be transferred to only other fund and no loan shall be taken from these funds for any purpose whatsoever.

6.45 The affiliated colleges will be bound to provide information and accounts in the manner asked by the University.

6.46 All the affiliated colleges of the University shall be bound to follow the policy decisions and terms and conditions of the University with regard to admissions and fee structure of different courses or in any other matters. Any college violating the policy decision or terms & conditions of the University in any matter shall be punished by the officers/authorities of the University. Punishment may be in the shape of financial penalty or it may also be de-affiliation of colleges from the University.

CHAPTER-VII

CONFERMENT AND WITHDRAWAL OF DEGREES

7.01 The degrees of Doctor of Literature (D. Lit.). Honour's Cause may be conferred upon such persons as have contributed substantially to the advancement of or for conspicuous service rendered by them to the cause of technical education.

7.02 The degree of Doctor of science (D.Sc.) Honour's Cause, may be conferred upon such persons who have contributed substantially to the advancement of any branch of science or technology or to planning organizing or developing scientific and technological institutions in the country.

7.03 The Executive Council may, suo-moto or on the recommendation of Academic Council by a resolution passed by a majority of its total membership and also of not less than two thirds of the members present and voting submit a proposal for conferment of honorary degree to the Chancellor for conferment under section 30(c) of the Act provided that no such proposal shall be submitted in respect of a person who is a member of any authority/body of the University.

7.04 Before taking any action for the withdrawal of any degree, diploma, and certificate conferred or granted by the University, the person concerned shall be given an opportunity to explain the charges against him. The charges framed against him shall be communicated by the Registrar by registered post and the person concerned shall be required to submit his explanation within a period of one month of the issue of such letters.

7.05 Every proposal for the withdrawal of an honorary degree/degree shall require previous sanction of the Chancellor.

CHAPTER-VIII

CONVOCATION

8.01 (a) Convocation for conferring the degrees and other academic distinctions may be held by the University not more than once in a year on such date and at such time as the Executive Council may fix.

(b) A special convocation may be held by the University with the prior approval of the Chancellor.

(c) The convocation shall consist of the Chancellor, the Vice-Chancellor and the Registrar, the members of Executive Council and Academic Council, Deans of Faculties and the Director of Constituent College of the University.

(d) The Chancellor shall, when present, preside over the convocation of the University. In his absence the Vice-Chancellor shall preside over the convocation.

8.02 A local convocation may be held at each affiliated college on such date and such time as the Principal/Director may with the prior approval of the Vice-Chancellor in writing.

8.03 Combined convocation may be held in two or more colleges in the manner prescribed in regulation 8.01.

8.04 The procedure to be observed at the convocations referred to in this Chapter and other matters connected therewith shall be such as may be laid down in the Ordinances.

8.05 Where the University, or any affiliated/associated college does not find it convenient to hold the convocation in accordance with regulation 8.01 to 8.04, the degrees and other academic distinctions may be dispatched to the candidates concerned by registered post.

CHAPTER-IX

STUDENTS AFFAIRS AND WELFARE

9.01 The powers regarding disciplinary action in regard to the student(s) enrolled with the University shall vest with the Vice-Chancellor. The Vice-Chancellor may delegate any of his powers, to any officer as he may deem fit.

9.02 Without prejudice to the generality of his powers relating to the maintenance of discipline and taking such action as he may deem appropriate for the maintenance of discipline, the Vice-Chancellor may in the exercise of his power, by order, direct that any student or students be expelled or rusticated for a specified period and not admitted to a course or course of study in the University or a recognized institution for a stated period, or be punished with a fine for an amount to be specified in the order, or debar him from taking an/all examination(s) conducted by the University or a recognized institution for one or more years or that the result of the student or students concerned in the examination(s) in which he or she has appeared to be cancelled. The affected student shall be given opportunity to put forward his/her defence as required by law of natural justice, in writing or by presenting before a committee constituted for this purpose or both. The composition and powers of such committee shall be proposed to the Executive Council for its approval through necessary Ordinances from time to time.

9.03 The Heads of affiliated institutions shall have the authority to exercise all such disciplinary powers over the students in their respective institutions as maybe necessary for proper conduct of such institution under superintendence and control of Vice-Chancellor, it shall be mandatory for the Head(s) of institution to give into effect the orders passed by Vice-Chancellor.

9.04 A suitable portion of development fees being collected from students of college affiliated to University will be carved out to 'Institute Incentive Fund'.

9.05 The incentive fund so instituted shall be used for awarding scholarship to toppers in University Examinations and incentives to talented students of University as per 'The Uttar Pradesh Technical University Talent Incentive Scheme Rules-2003, amended from time to time by the Executive Council. The existing Rules are given in 'Appendix-B'.

9.06 The incentive fund may also be used to help the poor students as fee-concession or a lump sum financial assistance as per Rules framed in clause 9.05 and as per budget passed by University.

9.07 For institution of University Medals and sponsored models and prizes, the University shall lay down separate Ordinances.

9.08 (a) For the welfare of students suffered an accident and /or his earning parents die in accident

or otherwise the University shall provide economic and financial assistance as per 'The Uttar Pradesh Technical University Chhatra Kalyan Nidhi Rules 2003' as amended from time to time by the Executive Council. The existing Rules are given in 'Appendix-C'.

(b) The 'Chhatra Kalyan Nidhi' for the purposes of clause (a) will be constituted from the amount collected from students as students' welfare fees, the amount of which will be decided from time to time as per provisions made in the said rules as recommended by Finance Committee and approved by the Executive Council.

9.09 The University and all the colleges must follow zero tolerance in the matter of ragging. They shall be responsible for implementation of the orders in this regard from the Hon'ble Supreme Court, Government of India, State Government of Uttar Pradesh, Chancellor and other concerned
authorities.

9.10 Each college has to maintain the appropriate committees with the requisite authorities. The same

should be displayed widely and also communicated to the University.

9.11 The specific instructions shall be issued by the University from time to time in this regard.

9.12 The University can, through specific orders of the Vice Chancellor, enquire into and recommend action against the authorities of any affiliated college/institution where it considers that proper anti-ragging measures are not being carried out.

9.13 The University and all the colleges must follow zero tolerance in the matter of any kind of harassment to female students, teachers or staff. They shall be responsible for implementation of
the orders in this regard from the Hon'ble Supreme Court, Government of India, State Government of Uttar Pradesh, Chancellor and other concerned authorities.

9.14 Each college has to maintain the appropriate committees with the requisite authorities. The same

should be displayed widely and also communicated to the University.

9.15 The specific instructions will be issued by the University from time to time in this regard.

CHAPTER-X

TERMS AND CONDITIONS OF SERVICE OF UNIVERSITY TEACHERS

10.01 (a) The required total strength of the teachers in the University shall be determined on
the basis of the student-teachers ratio according to norms as approved by All India Council for Technical Education from time to time.

(b) The cadres and cadre structure (ratio of lecturer, assistant professor, and professor) in each department of the University or colleges shall be as prescribed by the All India Council for Technical Education from time to time.

(c) Under Career Advancement Scheme, the number of posts of Lecturer (Senior Scale) and Lecturer (Selection Grade), Assistant Professor and Professor in an institution shall be limited to the total sanctioned strength.

(d) The number of teachers in individual subjects like Physics, Chemistry, Mathematics and Humanities and Social Sciences in most technical institutions is generally small. With such small numbers and fixed ratios in cadre levels, it is likely that there may not be slot for any senior position if the above mentioned subjects are treated as separate subject entitles. For the purpose of working out the strength at various cadre levels in the disciplines of Applied Science and Humanities and Social Sciences, the total strength of

faculty may therefore be taken together.

10.02 (a) The prescribed minimum qualifications and experience requirements for the various teaching posts in the University shall be as per norms prescribed by the All India Council
for Technical Education from time to time.

(b) Direct recruitment to all cadre posts shall be based strictly on merit by open selection through open advertisement at the national level.

(i) There will be no relaxation of the prescribed educational qualifications, experience etc.

(ii) The person appointed against the permanent post shall be initially on probation. The period of probation for the posts of Professor and Associate Professor shall be one year and for the other positions two years.

(iii) The person appointed in a temporary arrangement may not continue beyond a period of one year.

(iv) The appointment of Director/Principal shall be on term appointment basis as prescribed by the Executive Council.

10.03 (a) At the time of recruitment as lecturer, advance increments will be admissible on the recommendations of the Selection Committee according to the All India Council for Technical Education norms to those of Science/Humanities faculty who hold Ph.D. and M.Phil. Degree respectively, and also to those of the technical faculty who hold Ph.D. and ME/M. Tech. degree respectively.

(b) For every upward movement, under career advancement scheme, the eligibility conditions shall be applicable according to the latest All India Council for Technical Education norms.

(c) For every upward movement, a selection process would be followed as applicable in case of direct recruitment according to latest All India Council for Technical Education norms.

(d) Career advancement of teachers shall be assessed on their academic performance and consistent good record through a selection process.

(e) The Selection Committees for the career advancement shall be the same as for direct selections.

10.04 Every institution shall have at least 180 full teaching days per year (or 90 full teaching days per semester). 'Teaching days' here shall mean actual class room/ laboratory contact teaching days, and shall not include days of examinations /tours/sports, etc.

10.05 (a) The hours of workload per week of a teacher shall be as prescribed by the All India Council for Technical Education from time to time.

(b) For the purpose of counting the workload hours, two tutorial hours/two laboratory hours will be counted as equivalent to one teaching hour.

(c) The teaching contact hours of a teacher under Career Advancement Scheme shall remain the same as those of the substantive posts they are occupying.

(d) The work plan of teachers shall ensure, in the most productive manner, the utilization of stipulated working hours per week, with regard to the roles, jobs and targets assigned to them by the Department/Institution/ University. Teachers shall be present in the institution during the working hours unless engaged in official work outside.

10.06 The job responsibilities of teachers of degree level institution shall in general comprise

(a) academic (class room instructions, laboratory instructions, design and development of new programmes, curriculum development, development of learning resource material and laboratories, students assessment and evaluation, examination work of the college and the University, participation in co-curricular and extra-curricular activities, students guidance and counselling and their development, and continuing education activities).

(b) Research, Development and Consultancy (students research guidance, project proposals and follow up for funding, executing and monitoring sponsored research, technology development and industrial consultancy).

(c) Administration (academic and administrative management of the institution, policy planning, promotional activities at the departmental, college and University levels, headship, deanship, wardenship and committee work, participation at regional and national levels, etc.)

(d) extension Services (organizing, participating as faculty and attending courses in continuing education programme for teachers and persons from industry, organizing and participation in community services, promoting entrepreneurship, providing technical support to social development, etc)

10.07 (a) The age of superannuation of teachers in the University would be as per norms specified by All India Council for Technical Education and allowed by the Government of Uttar Pradesh. However, teachers may be given re-appointment till the particular session end on the salary at the time of their retirement.

(b) Further the terms of re-employment after superannuation shall be decided by the Executive Council based on the prevailing norms specified by the All India Council for Technical Education.

10.08 Teachers will be entitled for the *Dearness Allowance, House Rent Allowance, Transport Allowances, City Compensatory Allowance* at the same rates as applicable to employees of the State Government.

10.09 Medical facilities including the reimbursement of medical expenses shall be as prescribed by the Executive Council from time to time.

10.10 The rules regarding **Travelling Allowance/Dearness Allowance** shall be applicable in accordance with State Government norms where Executive Council has not prescribed specifically.

10.11 The pay scale of teachers will be as per orders of the Uttar Pradesh Government for revision of scale as per All India Council for Technical Education norms and instructions from time to time.

10.12 The 'Selection Committees' for teachers of the University Institutes or its constituent college will be as follows:-

(i) the Vice-Chancellor will be the Chairman of the Selection Committee.

(ii) the Dean or the Director as the case shall be the Vice-Chairman.

(iii) one Professor or Senior Group 'A' officer each from Other Backward Classes and Schedule Castes category, nominated by the Vice-Chancellor from a panel approved by the Chancellor, member.

(iv) three outside subject experts from the panel approved by the Chancellor, members.

Provided that due notice has been given of the meeting and at least two of them are present.

(v) one All India Council for Technical Education nominee, member.

(vi) head of the Department, of the concerned faculty if selection is not of the equivalent post, member.

10.13 Teachers of the University shall be appointed on whole-time basis in the scales approved by the State Government as per All India Council for Technical Education norms.

Provided that part-time teachers may be appointed in subjects in which, in the opinion of the Academic Council, such teachers are required in the interest of teaching, or for other reasons.

The part-time teachers shall be entitled for remuneration not exceeding salary of the prescribed scale for the post to which they are appointed. Persons working as Research fellows or as Research Assistants may be called upon to act as part time lecturers.

10.14 The panel of experts shall be approved by the Chancellor for a period of 6 months at a time.

10.15 The selection Committee for the Associated Colleges, Government Institutions or Governments' Societies' Institutions shall be the same as University Constituent Institutions unless otherwise specified in their Society rules.

10.16 Selection Committee for the Principal/ Director of Associated College, Government Institutions and Government Societies' Institutions shall be constituted by their Board of Governors.

10.17 The selection committee for the Director of a University Institute or a Constituent College of the University shall be as per their society rules in the case of existing institutions and in the case of new institutions the Selection Committee shall be as follows:

The proposed selection committee for selection of Director/Principal post of a University Institute or a constitute college of the University

(i) Vice Chancellor of University ..... President
(ii) Two Heads of Central Government Technical Institutions located in the State.....Member
(iii) One All India Council for Technical Education member.....Member
(iv) One member from the State Government.....Member
(v) One nominee of the Chancellor.....Member
(vi) Representatives from catgories of Scheduled Caste/Scheduled Tribe/Other Backward Class/Minority/Women/Physically handicapped will be nominated separatery by the State Government, if no one from above mentioned members of selection committee is related to these .....Member
(vii)Two members nominated by The State Government who be expert of high technical education.....Member

10.18 (1) Whenever, in accordance with these regulations, any person is to hold an office or be a member of an authority of the University by seniority, such seniority shall be determined according to length of continuous service of such person in similar grade, and in accordance with such other principles as the Executive Council may, from time to time, determine.

(2) It shall be the duty of the Registrar to prepare and maintain in respect of each class of persons to whom the provisions of these regulations apply, a complete and up-to-date seniority list in accordance with the provisions of the foregoing clause.

(3) If two or more persons have equal length of continuous service in a particular grade or the relative seniority. The seniority of such persons shall by order be determined by the Executive Council.

(4) Any person aggrieved by the order referred to in sub regulation (3) may prefer an appeal to the Chancellor. The decision of the Chancellor shall be final.

CHAPTER-XI

TERMS AND CONDITIONS OF SERVICE OF TEACHERS AT AFFILIATED DEGREE LEVEL TECHNICAL INSTITUTIONS

11.01 The provisions of regulations 11.01 to 11.18 shall mutatis mutandis apply to teachers of degree level technical institutions and

11.02 The Selection Committees for promotions/direct recruitments at all the levels of teachers namely

Lecturer/Assistant Professor/Professor at the affiliated colleges established in private sector will

be as follows:

(i) The Chairman of Management Committee or his nominee, Chairman.

(ii) The Director of the Institute, Vice Chairman.

(iii) The Head of the Department if the selection is not of the equivalent post, ...Member.

(iv) One All India Council for Technical Education nominee, ...Member.

(v) Two experts of the subject out of the panel approved by the Vice Chancellor,.....Member and

(vi) One University nominee, ...Member.

11.03 The Selection Committee for Principal/Director of affiliated private sector Colleges/Institutes will

be:

(i) the Chairperson of the Governing Board/Council, ...Chairman.

(ii) one All India Council for Technical Education nominee not below the rank of Professor/Principal, ...Member.

(iii) three experts from outside..... Member.

(iv) one University nominee not below the rank of Professor/Director, ...Member, and

(v) one nominee of Governing Board/Council, ...Member.

11.04 At least four members including two outside experts shall constitute the quorum.

11.05 In addition to other parameters, the Selection Committee should also take into account for assessment of aptitude for teaching and research, ability to communicate clearly and effectively and ability to analyze and discuss.

CHAPTER-XII

THE TERMS AND CONDITIONS OF SERVICE OF NON-TEACHING EMPLOYEES OF THE UNIVERSITY

12.01 All the employees of the University, other than the teachers and other academic staff of the University, shall in the absence of any contract to the contrary, be governed by the terms and conditions of service and code of conduct as are prevalent for Uttar Pradesh State Government employees from time to time.

12.02 Scales of pay of non-teaching employees will be as per approval of the State Government and their service conditions shall be such as may be prescribed from time to time by the Executive Council.

12.03 The Selection Committee for non-teaching employees will be as follows:

(i) the Vice-Chancellor or his nominee/Director Constituent College not below the rank of the Professor.

(ii) the Registrar

(iii) one Expert.

(iv) one member each from Other Backward Classes and Schedule Castes category, not below the rank of Class-I officer nominated by the Vice-Chancellor from the panel approved by the Executive Council, member.

12.04 The Executive council shall be the appointing authority of teaching as well as non teaching staff. The Vice-Chancellor shall represent the Executive council. The Vice-Chancellor shall issue the appointment letter in respect of group 'A' and 'B' posts and the registrar in respect of group 'C' and 'D' posts.

12.05 Where there is an allegation of misconduct against an employee of the University, the competent authority may, by order in writing, place such employee under suspension and shall forthwith report to the Vice-Chancellor the circumstances in which the order was made. The misconduct shall include:-

(a) willful neglect of duty.

(b) breach of any of the terms of contract of service.

(c) dishonesty connected with University examinations/ activities.

(d) scandalous conduct or conviction for an offence involving moral turpitude.

12.06 Notwithstanding anything contained in the terms of the contract of appointment or of any other terms and conditions of the employees, an employee may be removed from service on grounds of misconduct.

12.07 Save as aforesaid, in case of permanent employees the appointing authority, shall not be entitled to remove any employee except for a good cause and after giving three months, or payment of three months salary in lieu thereof:
Provided that a temporary employee can be removed after giving one month notice or payment of one month salary in lieu thereof.

12.08 No employee shall be removed under regulation 12.06 or regulation 12.07 unless he has been given reasonable opportunity of showing cause against the action proposed to be taken in regard to him.

12.09 The removal of employee shall take effect from the date of the issuance of order of removal.
Provided that where the employee is under suspension at the time of this removal, such removal shall take effect from the date on which he was placed under suspension.

12.10 Notwithstanding anything contained in the foregoing provisions, an employee may resign:
(a) only after giving three months notice in writing to the appointing authority, or by paying three months salary in lieu thereof if he is a permanent employee.

(b) only after giving one month's notice in writing to the appointing authority or by paying one month's salary in lieu thereof provided that such resignation shall take effect only on the date on which the resignations accepted by the appointing authority if he is not a permanent employee.

12.11 The Executive Council shall have power to relax the notice period as mentioned in regulation 12.10 for sufficient reasons to be recorded in writing.

12.12 Every employee shall have to sign an agreement and a code of conduct in the formats given in appendices 'D' & 'E'.

12.13 The physical/ mental unfitness and incompetence at work shall also be subjected to action referred to in regulation 12.06.

CHAPTER-XIII

GENERAL PROVIDENT FUND-CUM-GRATUITY AND PENSION

13.01 The Management of the General Provident Fund shall be vested in the Executive Council.

13.02 All the regular employees and officers of the University will have the benefit of Provident Fund in terms of General Provident Fund Rules-1985 for Government employees as amended from time to time.

13.03 All employees of the University shall be entitled to pension scheme in terms of General Provident Fund Act, 1925 as amended from time to time and pension rules implemented in State Universities of Uttar Pradesh.

CHAPTER-XIV

LEAVE RULES FOR TEACHERS AND OTHER STAFF OF THE UNIVERSITY

14.01 The following kind of leave shall be admissible:-

(i) Casual leave

(ii) Earned leave

(iii) Leave on medical certificate

(v) Special disability leave

(vi) Maternity leave

(vii) Duty leave

(viii) Study leave

(ix) Sabbatical Leave

14.02 Leave is earned by duty only and cannot be claimed as of right. When the exigencies of University service so require, discretion to refuse or revoke leave is reserved in the authority empowered to grant it.

14.03 Government servants serving in the University on deputation shall, however, remain subject to the Government leave rules.

14.04 No employee on leave shall be permitted to accept a salaried appointment to undertake professional work during his leave period except with the previous sanction of the competent authority.

14.05 Leave to contract staff will be governed by the terms laid down in the respective contracts. If no leave terms are mentioned in the contract, they will be governed by these regulations.

14.06 Leave shall ordinarily begin from the date on which leave as such is actually availed of, and end on the day preceding the one on which duty is resumed.

14.07 A leave account shall be maintained for each employee of the University.

14.08 Vacations may be prefixed or suffixed to leave, subject to any limit on the aggregate period of Absence as may be prescribed in these regulations.

CHAPTER-XV
MISCELLANEOUS

15.01 Notwithstanding anything contained in these regulations,

(a) no admission shall be made after August 31 in an academic year.

(b) all odd semester examinations conducted by the University shall normally be completed by December 25 and all even semester examinations by May 15.

(c) results for the final year students shall be declared by June 20 and for rest of students by 30th of June normally.

15.02 A candidate may be allowed to appear in carry over papers as may be determined by the Academic Council.

15.03 (a) The University shall charge tuition fee and other fees from the students as approved by Executive Council, however, the affiliated colleges shall charge tuition fee from the students as fixed by the fee fixation committee constituted by the State Government.

(b) Tuition fee shall not be charged from ex-students.

15.04 The University examinations and other fees for all courses and disciplines per students shall be as follows.

Examination fee	Rs 1500.00 per semester
Development fee	Rs 250.00 per year
Chhatra Kalyan fee	Rs 200.00 per year
Enrollment fee	Rs.100.00 once for continued study in University

Back paper fee	Rs.500.00 per paper per examination.
PhD registration fee	Rs. 5100.00.

15.05 The fee fixed in *regulation 15.04* can be reviewed by the Executive Council from time to time.

15.06 The State Government may entrust the entrance examination to the University for the courses run by the University. The Executive Council shall be responsible and provide for all the necessary arrangements to conduct the entrance examination and counseling for the purpose in a time bound manner. The Executive Council shall carry out the task keeping in mind any directions and conditions stipulated by the State Government.

15.07 There shall be a Central Admission Board constituted by the Executive Council, under section 18(j) of the Act, to regulate governance of the functioning and activities of the entrance examination. The Vice Chancellor shall head the Central Admission Board. One representative of the Department of Technical Education, Government of Uttar Pradesh and one representative of the Department of Finance, Government of Uttar Pradesh shall be members of the Central Admission Board.

15.08 The entrance examination fee shall be fixed by Central Admission Board of the University.

15.09 The admissions so made in a particular institution shall not be more than the intake approved by All India Council for Technical Education and affiliated by the University.

15.10 The accounts of the entrance examination shall be maintained separately and utilization of funds other than confidential examination shall be subject to audit in the manner as decided by the Executive Council.

CHAPTER-XVI

SURCHARGE

16.01 In these regulations unless there is anything repugnant in the subject or context "Officer of the University" means an officer mentioned in any of the clause (a) to (g) of section 7 of the Act and the Officers declared as such under regulation 3.01.

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

Provided that explanation from any of the officers under the administrative control of the Vice-Chancellor shall be called for through the Vice-Chancellor.

Note : *Any information required by the Special Audit in Section 33(1), for preliminary inquiry shall be furnished and all connected papers and records shown to him by the officer (or of such information, papers or records are in possession of a person other than the said officer, by such person) within a reasonable time not exceeding two weeks in any case.*

(b) Without prejudice in the generality of the provisions contained in clause 16.02(a) the special audit may call for the explanation in the following cases-

(i) Where expenditure has been incurred in contravention of the provisions of these Regulations or of the Act or of the Ordinances made thereunder;

(ii) Where loss has been caused by acceptance of a higher tender without sufficient recorded reasons;

(iii) Where any sum due to the University has been remitted in contravention of the provisions of these Regulations or of the Act or of the Ordinances or Regulations made thereunder;

(iv) Where loss has been caused to the University by neglect in realizing its dues;

(v) Where loss has been caused to the funds or property of the University on account of want of reasonable care for the custody of such money or property.

(c) On the written requisition of the officer from whom an explanation has been called the University shall give him necessary facilities for inspection of the connected records. The State Government, may, on an application from the officers concerned, allow a reasonable extension of time for submission of its explanation if it is satisfied that the officer charged has been unable for reasons beyond his control to inspect the connected records for the purpose of furnishing his explanation.

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

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

- Provided that in the case of loss, waste or misapplication accruing as a result of neglect or misconduct of two or more officers each such officer shall be jointly and severally liable;

- Provided also that no officer shall be liable for any loss waste or misapplication after the expiry of ten years from the occurrence of such loss, waste or misapplication or after the expiry of six years from the date of his ceasing to be such officer whichever is later.

16.04 An officer aggrieved by an order of surcharge passed by the State Government, may prefer an appeal to the Chancellor within thirty days from the date on which such order is communicated to him. The Chancellor may confirm, rescind or vary the order passed by the State Government, or may pass such order as he thinks fit. The order so passed shall be final, and no appeal shall lie against it.

16.05 (a) The officer who has been surcharged shall pay the amount of surcharge within sixty days from the date on which such order is communicated to him or within such further time, not exceeding one year, from the said date or may be permitted by the State Government. Provided that where an appeal has been preferred under Regulations 19.04 against the order of surcharge passed by the State Government, all proceedings for recovery of the amount from the person who has preferred the appeal may be stayed by the Chancellor until the appeal has been finally decided.

(b) If the amount of surcharge is not paid within the period specified in clause (a) it shall be recoverable as arrears of land revenue.

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

By order,

VRINDA SARUP,
Pramukh Sachiv

Appendix-A

(See Regulations 11.03)

THE RATES OF ENDOWMENT FUND

At University

B.Tech Courses (Degree)	Rs 10.00 lakh
B.Arch Courses (Degree)	Rs 3.00 lakh
Pharmacy Courses (Degree)	Rs 3.00 lakh
MCA Courses Rs 5.00 lakh	
MBA Courses Rs 3.00 lakh	
Hotel Management and Catering Tech.(Degree)	Rs 3.00 lakh
Applied Arts (Degree)	Rs 3.00 lakh

At AICTE

Degree Course in Engg. & Technology Rs. 35.00 lakh	
Degree Course in Architecture	Rs. 15.00 lakh
Degree Course in Pharmacy	Rs. 15.00 lakh
MCA Courses Rs .15.00 lakh	
MBA Courses Rs. 15.00 lakh	
Degree Course in Hotel Management	Rs. 15.00 lakh
Catering Technology	Rs. 15.00 lakh
Degree Course in Applied Arts & Crafts	Rs. 15.00 lakh

Appendix-B

THE UTTAR PRADESH TECHNICAL UNIVERSITY

TALENT INCENTIVE SCHEME RULES 2003

These rules may be called the Uttar Pradesh Technical University Talent Incentive Rules-2003.

These rules will come into effect from academic session 2003-04.

It will apply on every college and every student seeking degree from the University and/or passed

out from any college/institute.

In these rules, unless there is anything repugnant in the subject or context-

a 'Act' means the Uttar Pradesh Technical University Act 2000.

b Abbreviations

GATE means Graduate Aptitude Test for Engineers

GRE means Graduate Record Examination

IAS means Indian Administrative Service

IES means Indian Engineering Service

UPM-CAT means UP Management Combined Admission Test

c 'College' means a college affiliated to Uttar Pradesh Technical University, Lucknow.

d Governing Body means the committee formed in sub rule (2) of rule-7

e Incentive means the scholarship and incentives established under Act.

f 'Executive Council' means Executive Council of Uttar Pradesh Technical University.

g 'Scholarship' means monthly payment for one year to toppers in University examination on the basis of both semesters of a year of any course.

h 'Scheme' means the Talent Incentive Scheme constituted under of rule-5

i 'Student' means student studying in or passed out from an Institution/ College affiliated to U.P. Technical University, Lucknow.

j 'University' means The Uttar Pradesh Technical University, Lucknow.

k 'Vice-Chancellor' means the Vice-Chancellor, Uttar Pradesh Technical University, Lucknow.

The INCENTIVE FUND will be carved out from amount collected from each student studying in the University and affiliated college as Development Fees as per powers conferred to University in term of sections 6(e), 6(n) and 30 (h) of the Act. The colleges will collect the Development Fees at the time of registration for odd-semester every year and will immediately remit to University.

The object of the **Incentive Fund** is to provide:

a. scholarship to toppers of each branch of UPTU course up to final year.

b. sponsored scholarship, if any, as per conditions.

c. incentives to specified All India Competitions in Technology as well as teaching/research activities

d. freeship to poor students.

1. The administration of the Scheme shall be vested in University.
2. The Scheme shall be administrated by a Governing Body constituted as follows:

I. Vice-Chancellor Uttar Pradesh Technical University, Lucknow	Chairman
II. Pro-Vice-Chancellor	Member/Vice-Chairman

Uttar Pradesh Technical University, Lucknow	
III. Finance Officer, U.P. Technical University Lucknow.	Member/Secretary
IV. Registrar, U.P. Technical University Lucknow	Member
V. Principal Secretary to Government of U.P. Finance Department or his Nominee	Member
VI. Secretary/Principal Secretary to Government of U.P. Technical Education Department or his/her Nominee.	Member
VII. One Director of any College affiliated to University.	Member
VIII. The Controller of Examination	Member

3. The term of the Director of Engineering College in the governing body shall be one year, normally commencing from the 1st day of a calendar year. Membership of Director will be rotated amongst all Directors of colleges in each year after expiry of term of a member Director.

4. If Pro-Vice-Chancellor is not appointed or is unavailable on the date of meeting, the Vice-Chancellor may nominate any one Director of any college as member.

At least three meetings of the governing body shall be convened during a year, but the Chairman of the governing body may convene meeting of the body any time when he considers it necessary.

At least fifteen days notice shall be required for convening a meeting.

A record of the proceedings of the meeting of the governing body shall be kept by the Secretary of the body and the proceedings of the last meeting shall be got confirmed by the body in the next meeting.

The quorum for the meeting of the governing body shall be at least five members including at least one govt. nominee besides the Chairman. The Vice-Chairman shall preside over the meeting of the governing body in the absence of the Chairman.

(1) The office of the governing body shall situate in the University.

(2) The Secretary of governing body shall be the Finance officer, UP Technical University, Lucknow and shall be responsible for the proper maintenance of its accounts and annual audit of the scheme.

(1) The annual budget shall be prepared by the Secretary and shall be presented before the governing body for its approval.

(2) The collection from students as Development Fund under rule-5 will be utilized to provide incentive under rule-6 and also to meet establishment and other expenses necesary for administration of Scheme.

(3) Every year at the time of approval of the budget the Scheme shall earmark funds for each objects mentioned in these rules.

(4) The governing body shall approve the incentive & scholarship to students as per criterion mentioned in these rules.

(5) The governing body shall have right to re-appropriate funds earmarked for each objects mentioned in rule-6 and rule-13.

The criterion for sanctions of assistance for different objects will be as follows:

I. A scholarship of Rs. 400.00 p.m. will be awarded to first two toppers of affiliated colleges in University examinations every year on the basis of results of preceding year. This scholarship is proposed to be awarded to toppers in each branches of B. Tech. courses as well as in B.Arch., B.Pharma, Bio-technology. The amount involved in this way will be around Rs. 10.00 Lac per year.

II. A scholarship of Rs.500.00 p.m. will be awarded to first two toppers in M.Tech. full time courses of affiliated colleges in second year of M. Tech courses. The amount involved will be around Rs. 0.50 Lac at present.

III. A scholarship of Rs. 500.00 p.m. will be awarded to first two toppers in 1st year of MBA and MCA of University and will be awarded in second year of MBA and MCA course. The amount involved will be around Rs. 0.50 lac at present.

I. **SEE-UPTU rank holders upto 100** taking admission in any affiliated college in first year course of B.Tech/B.Pharma/B.Arch./Bio-Tech. will be paid an Incentive in form of examination fee exemption for full course if they clear every year course, in first attempt
without grace marks.

II. **SEE-UPTU rank holders upto 20** taking admission in any affiliated college in first year course of MBA/MCA will be paid an incentive in form of examination fee exemption for full course if they clear every year course, in first attempt without grace marks.

III. Top 10 rank holders of GATE examination of University pass outs will be given a consolidated amount of Rs. 10,000.00 to each of engineering branches.

IV. Students getting undergraduate GRI score of above 2100 out of 2300 marks and who receive offer in first 20 best Universities of the world will get one-way airfare to the destination.

V. UPSC (IES, IAS) rank holders (1-20) of U.P.T.U. will receive Rs. 21,000/- each.

VI. GMAT, CAT-Toppers will get Rs. 10,000/-if they were U.P.T.U. students.

VII. “Advance GRE” Topper and the recruit of top company best salary award will get Rs.51,000/- each.

VIII. On the basis of best performance horizontally (the pass percentage) and vertically (the University positions) will be judged for every class of college. The concerned teachers will be awarded certificate of merit and a cash award of Rs. 10,000/-.

IX. An honour student of any stream if he chooses teaching as a career will be awarded with University scholarship in M.Tech. courses run by the University. The student will also be recruited by one of the U.P.T.U. affiliated institutes. The fees will be refunded on joining as teacher in one of U.P.T.U College.

X. Students getting any scholarships from any other source(s) will not be entitled from scholarship in University rules.

(1) The Secretary of the governing body shall invite applications every year for the incentives from the scheme to desirable students and shall fix last date for receipt of applications.

(2) Application for incentive & scholarships from the Scheme to students shall be presented to the Secretary of the governing body in the form suitably devised. It will be the responsibility of the applicant to enclose a certificate from principal/Director of the College for his/her identity.

(3) The Vice-Chancellor shall sanction financial assistance/compensation on each application through Secretary of governing body with the approval of the governing body in its meeting.

(1) The accounts of the Scheme will be maintaining by the Secretary of the governing body.

(2) Expenditure on the individual mentioned object will be initially shown under proper minor/sub heads and the same will be finally met from the Scheme by debit to the Scheme.

The annual report shall be presented for approval and verification of the governing body and will be reported to U.P. Government through Executive Council.

Appendix-C

UTTAR PRADESH TECHNICAL UNIVERSITY

CHHITRA KALYAN NIDHI RULES -2003

As approved by FC's Res.no. 03.10.03 Dated 18.11.03

EC's Res. No. 4 Dated:20.01.04

Samiti's Res no.6 & 7 Second Meeting Dated 27.7.04

Samiti's Res. No. 4 Third Meeting Dated 22.03.05

These rules may be called the Uttar Pradesh Technical University Chhatra Kalyan Nidhi Rules, 2003.

These rules will come into effect from academic session 2003-04.

It will apply on every college and every student seeking degree from the University.

In these rules, unless there is anything repugnant in the subject or context-

a. 'Act' means the Uttar Pradesh Technical University Act 2000.

b. 'Accident' means an accident caused by violent and visible external means resulting into death/permanent or partial disablement of student or death of parent(s).

c. 'College' means a college affiliated to uttar Pradesh Technical University, Lucknow.

d. 'Chhatra' means student studying in a College.

e. 'Executive Council' means Executive Council of Uttar Pradesh Technical University.

f. 'Nidhi' means the Uttar Pradesh Technical University Chhatra Kalyan Nidhi constituted under Rule-5.

g. 'Parents' means the father/mother of a student.

h. 'Poor Student' means a student whose parents or guardian (if both parents are not alive) having yearly income by all means less than Rs 1.00 Lakh and he gets no scholarship/assistance from other sources and have secured more than 50% marks (annual basis) in previous University examination,

i. 'Permanent Disablement' means the loss of

Sight of both eyes of student or

Physical separation of two entire hands or

Physical separation of two entire feet or

Physical separation of one entire hand and one entire feet or

Sight of one eye and physical separation of at least one entire foot,

j. 'Partial Disablement' means the loss of sight of one eye or

Physical separation of one entire hand or Physical separation of one entire foot,

k. 'Samiti' means the Chhatra Kalyan Nidhi Samiti constituted under sub-rule (2) of rule 7.

l. 'Student' means a student pursuing studies in any college.

m. 'University' means The Uttar Pradesh Technical University, Lucknow.

n. 'Vice-Chancellor' means the Vice-Chancellor, Uttar Pradesh Technical University, Lucknow.

The NIDHI will be constituted from amount collected from each student of the university and affiliated colleges as students welfare fees at the rate of Rs.200.00 per year as per power conferred to University in term of Sections 6(n) and 30(h) of the Act. The colleges will collect the

fees at the time of Registration for odd-semester and will immediately remit to university. The university shall not entertain any claim of any students if their Institute/College does not deposit

the NIDHI fees of those students at this university on or before the due date for depositing the

odd semester fees. Any claim for such cases not covered by the above shall be considered for Compensation by the Institute/College only. Any delays on the above by the Institute/College to deposit the NIDHI fees on or before the due date shall be the sole responsibility of the Institute/College and the University shall not be held responsible for any compensation in this regard.

(a) The object of the Nidhi is to provide compensation to student in the event of accident by violent and visible means resulting into permanent /total/partial disablement of student as
defined in these rules.

(b) provide compensation to parents/guardians if student died in or due to an accident by violent and visible means.

(c) provide financial assistance to student to continue his studies if father/earning parent dies in or due to an accident or otherwise.

(1) The administration of the Nidhi shall be invested in Uttar Pradesh Technical University, Lucknow.

(2) The Nidhi shall be administrated by a Governing Body to be called the Chhatra Kalyan Nidhi Samiti, constituted as follows:

Vice Chancellor.....	Chairman
Uttar Pradesh Technical University, Lucknow	
Pro-Vice Chancellor.....	Member/Vice Chairman
Uttar Pradesh Technical University, Lucknow	
Finance Officer,.....	Member/Secretary
Uttar Pradesh Technical University, Lucknow	
Registrar,	Member
Uttar Pradesh Technical University, , Lucknow	
Principal Secretary to Government of	Member
U.P. Finance Department or his Nominee	
Secretary /PrincipalSecretary to	Member
Government of UPTechnical Education	
Department or his Nominee.	
One Director of any College affiliated	Member
to Uttar Pradesh Technical University,	
Lucknow	

(3) The term of the Director of Engineering College in the Governing Body shall be one year, normally commencing from the 1st day of a calendar year. Membership of Director will be rotated
amongst all Directors of colleges each year after expiry of term of a Member Director.

(4) If Pro-Vice Chancellor is not appointed or is unavailable on the date of meeting, the Vice Chancellor may nominate anyone Director of any college as member.

At least three meetings of the Samiti shall be convened during a year, but the Chairman of the Samiti may convene meeting of the Samiti any time when he considers it necessary. At least fifteen days notice shall be required for convening a meeting.

A record of the proceedings of the meeting of the Samiti shall be kept by the Secretary of the Samiti and the proceedings of the last meeting shall be got confirmed by the Samiti in the next meeting.

The quorum for the meeting of the Samiti shall be atleast four members including atleast one

Govt. nominee besides the Chairman. The Vice Chairman shall preside over the meeting of the Samiti in the absence of the Chairman.

(1) The office of the Samiti shall situate in the Uttar Pradesh Technical University, Lucknow.

(2) The treasurer of the Samiti shall be the Finance Officers, UP Technical University, Lucknow and shall be responible for the proper maintenance of its accounts and annual audit.

(1) The annual budget shall be prepared by the Secretary and shall be presented before the Samiti for its approval.

(2) The collection from students in the Nidhi under rule-5 and interest earned thereon shall be utilized to provide assistance under rule-6 and also to meet establishment and other expenses necessary for administration of Nidhi.

(3) Amount left at the end of every financial year, if any, will be invested in a long term deposit to create a corpus fund for Nidhi. When a corpus fund of reasonable size is created and a situation is reached to carry out the objects of Nidhi from the interest of corpus money of Nidhi, the University may review the continuance of further collection from students towards Nidhi.

(4) Every year at the time of approval of the budget the Samiti shall earmark funds for each object mentioned in these rules.

(5) The Samiti shall approve the financial assistance and compensation to students and parents as per criterion mentioned in these rules.

(6) The Samiti shall have right to re-appropriate funds earmarked for each object mentioned in rule-6 and 13.

The criterion for sanctions of assistance for different objects will be as follows:

(1) A student, whose earning parent dies, may be given freeship excluding failures for remaining period of course and hereby tuition fees and examination fees prevalent at that time will be paid
by University.

(2) If claimed, compensation to a student and parent(s) who dies in any accident will be paid amounts
for the consequences given below:

(a) A sum of Rs 1.00 Lac will be paid to a student who earning parent(s) dies in or due to an accident. Such student may also be given freeship as defined in rule 13(1), if parent/guardian are having annual income by all means less than Rs.2.00 lac and also if living parent does not earn.

(b) Compensation of Rs.1.00 Lac will be paid to parent(s) of a student who dies in or due to an accident, if parent(s) are having Annual Income by all means less than Rs.2.00 lac.

(c) A sum of Rs.1.00 Lac will be paid to student who is permanently disabled due to accident.

(d) A sum of Rs.0.50 Lac will be paid to a student whose is temporarily disabled due to accident.

(3) A sum of Rs. 0.50 Lac will be paid to a student whose earning parent(s) dies otherwise than an accident.

(4) The freeship in sub-rule 2(a) and (3) shall be available to all such children who are student(s) on
the date of death of parents(s) for the consequences contained therein, however the amount of

compensation will be distributed equally among all such student(s) but female student, if any, shall have full compensation. These facilities will be available from academic session 2005-06.

(5) A poor student as defined in these rules, may be given a lump sum assistance/book aid within the

available budget approved by the governing body and if he secures at least 50% marks in a class

on annual basis.

(6) Compensation will be paid to those students whose parent(s) dies before the end of his/her last session of studies in university.

(1) The Secretary of the Samiti shall examine the applications every year for financial assistance from the Nidhi to poor students.

(2) Application for financial assistance and compensation from the Nidhi to poor students

form no. CKN-1 or CKN-2

whichever is applicable devised suitably. It will be the responsibility of the applicant to enclose a certificate from Principal/ Director of the College indicating that the applicant is a regular student of the said Institution. He will also indicate the financial assistance and scholarship, if any, the applicant is getting from other sources and its amount.

If these type of assistance up to Rs. 50,000.00 per year is available to a student from other
sources, he will not be entitled for freeship.

(3) The poverty certificate from competent revenue authority is to be presented by the student to the Principal/Director of college who will forward it to the University/Samiti.

(4) Deaths in suicide cases will not be covered by these rules.

(5) The research students, who are already appointed and employed, anywhere will not come in the preview of these rules.

(6) In the event of death of student in accident or otherwise, the compensation will be given to parents or legal heirs only.

(7) In the event of the death of the student in accident or death of a parent in accident or otherwise, the application on prescribed format duly filled and forwarded by the Institute/College along with the necessary complete documents duly verified and attested
by the Director/Principal of the Institute/College must reach the university within 180 days from the date of the death and the payment of compensation shall then be considered by the University. In case of delay beyond 180 days the Vice-Chancellor will have power to condone the delay up to 365 days on humanitarian grounds.

(8) The Secretary of the Samiti shall sanction financial assistance/compensation on each application with the approval of the Vice-Chancellor and shall obtain the approval of the Samiti in its next meeting.

(1) The account of the Nidhi will be opened in a Nationalized Bank and will be operated by the Secretary of the Samiti.

(2) Expenditure on the individual mentioned object will be initially shown under proper minor/subheads and the same will be finally met from the Nidhi by debit to the Nidhi.

(3) The amounts in Nidhi will be properly & timely invested to earn maximum interest.

The accounts of the Nidhi shall be maintained by Secretary of Samiti i.e. Finance Officer, Uttar Pradesh Technical University, Lucknow.

The annual report shall be presented for approval and verification of the Samiti and will be reported to U.P. Government through Executive Council.

Appendix-D

(See Regulations_____)

FORM OF AGREEMENT WITH MEMBERS OF TEACHING STAFF OF THE UNIVERSITY

Agreement made this..... day..... of

..... 20....., between Shri/Shrimati/km.

..... of first part and the Uttar Pradesh Technical University (here in after called "the University") of the other part.

It is hereby agreed as follows:

1. That the University hereby appoints Shri/Shrimati/Km. to be a teacher of the University with effect from the date party of the first part takes charge of the duties of his/her office, and the party of the first part, hereby accepts the engagement, and undertakes to take such part, and perform such duties in the University as may be required of him/her, including the management and protection of the University property or fund, the organization of instruction the teaching formal or informal and the examinations of students, the maintenance of discipline and the promotion of student's welfare in connection with any curriculum or residential activities and perform such extra curricular duties of the University as may be entrusted to him/her and to submit himself/herself to the officers under whom he/she is for the time being placed by the authorities of the University and shall abide by and conform to the Code of Conduct for teacher laid down by the University as amended from time to time. Provided that the teacher shall be on probation for a period of one year in the first instance and the Executive Council may in its discretion extend the period of probation by one year.
2. That, the party of first part shall retire in accordance with the provisions of the ***'Regulations'*** of the University.
3. The scale of pay attached to the post of teacher to which the party of the first part is appointed shall be the party of the first part shall from the date he/she takes charge of his/her said duties be granted pay at the rate of Rs_____ Per mensem in the aforesaid scale and shall receive pay in the succeeding stages in the scale unless increnement is withheld in persuance of the provisions of the Statutes-Provided that where an efficiency bar is prescribed in the time scale, the Increment next above the bar shall not be given to the party of the first part without the specific sanction of the authority empowered to withhold increment.
4. That the party of the first part shall obey, and to the best of his/her ability carry out the lawful directions of any officer, authority or body of the University in whose authority he/she may while this agreement is in force, is subject under the Provisions of the said Act, or under any Ordinances or Regulations made thereunder.
5. That the party of the first party hereby under takes to abide by and conform to the Code of Conduct laid down for the teachers ; by the University, as amended from time to time.
6. That on the termination of this agreement from whatever cause, the party of the first part shall deliver up to the University all books, apparatus, record and other articles belonging to the University that may be in his possession.
7. In all matters, the mutual rights and obligations of the parties hereto shall be governed by the Regulations and Ordinances of the University, for the time being in force, which shall be deemed to be incorporated herein and shall be as such a part of this agreement as if they were reproduced herein, and by the provisions of ***Uttar Pradesh Technical University Act-2000.***

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

_____

Signature of the Teacher

Witness:

Signature of the Finance Officer representing the University

1_____

2_____

Appendix-E

CODE OF CONDUCT FOR TEACHERS

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

Now, therefore, in keeping with the dignity of his calling, this code of conduct is hereby laid down to be truly and faithfully observed;

1. Every teacher shall perform his academic duties with absolute integrity and devotion.
2. No teacher shall show any partiality or bias in the assessment of the students nor shall be practice victimization against them.
3. No teacher shall incite one student against another or against his colleagues or the Alma Mater.
4. No teacher shall discriminate against any pupil on ground of caste, creed, sect, religion, sex, nationality or language. He shall also discourage such tendencies, amongst his colleagues subordinates and students, and shall not try to use the above considerations for the improvement of his own prospects.
5. No teacher shall refuse so carry out the decision of the appropriate bodies and functionaries of the University of the college, as the case may be.
6. No teacher shall divulge any confidential information relating to the affairs of the University or college, as the case may be to any person not authorized in respect thereof.
7. No teachers shall run any other business part time, home teaching (tuition) and coaching classes.
8. The teacher shall remain available to the students for necessary assistance and guidance even after the classes without any remuneration.
9. With a view to complete the education programme, a teacher shall take leave only in unavoidable circumstances with the prior permission as far as possible.
10. The teacher shall remain engaged in developing his/her academic achievements by a continuous study, research and training.
11. Every teacher shall provide assistance in the University or affiliated colleges, as the case may be, in educational responsibilities e.g. in admission, helping and counselling to students, conducting of examination, invigilation, supervision evaluation of answer books, teaching and other curricular activities of the University or college.
12. As per the ideals of democracy, patriotism and peace, teacher shall create the feeling of respect among students towards scientific temperament and physical labour.