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PART IV-B

Rules and Orders (Other than those published in Parts I, I-A, and I-L) made
by the Government of Gujarat under the Gujarat Acts

EDUCATION DEPARTMENT

NOTIFICATION

Sachivalaya, Gandhinagar, 28th March, 2018.

GUJARAT PRIVATE UNIVERSITIES ACT, 2009.

No.GH/SH/8/EPU/2017/66/KH1:- in exercise of the powers conferred by the Section 26 of the Gujarat Private Universities Act, 2009 (Gujarat Act No.8 of 2009), the Government of Gujarat hereby approves the First Statutes of the Anant National University, Ahmedabad, as proposed by the Governing Body of the Anant National university, Ahmedabad in its meeting held on 04th January, 2017.

By order and in the name of the Governor of Gujarat,

NIKUNJ JANI,

Under Secretary to Government of Gujarat.

Anant National University

First Statutes

Under Section 26 (2) of the Gujarat Private Universities Act, 2009

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Vision and objective of the University

Anant National University aims to become one of the top-ranked private university in India by 2025 and attain leadership position in its field. This will be reflected in the quality of students who study and graduate from Anant, the quality of faculty who teach, conduct research and work at Anant and independent ranking of the University by reputed sources.

The University aims to be known as the leader in fields of habitats including rural and urban, commercial and residential, and sustainability including affordability, climate, energy. Its mission is to set very high standards at a global level and engage itself with solving some of the biggest challenges of India.

Statute No.1

Short Title and Commencement

- i. These Statutes shall be called First Statutes 2018 of the **Anant National University, Ahmedabad.**
- ii. The Statutes are in conjunction with the provisions of the Gujarat Private Universities Act 2009. In case of any changes in the provisions of the Act or the Rules or the Statutes, the provisions of the Act or the Rules made under the Act shall prevail.
- iii. The First Statutes have been made and approved by the Governing Body of the University vide agenda no.1, meeting no.1, resolution 1. (ii) dated Jan 04,2017.
- iv. These Statutes shall come into force from the date of publishing in the official gazette /notification.

Statute No.2

Definitions

For these Statutes, unless the context otherwise requires:

- i. 'Act' means the **Gujarat Private Universities Act, 2009.**
- ii. "Academic Council" means the Academic Council of the University constituted under section 22 of the Act.
- iii. "Board of Studies" means the Board of Studies of the University departments / faculties/ Constituent colleges/ Centers/ Institutions.
- iv. "Chairperson" means the Chairperson of a Board, Council or Committee of University as per the context in which the term appears.
- v. "Chief Finance and Accounts Officer" means the Chief Finance and Accounts Officer of the University appointed under Section 17 of the Act.
- vi. "Constituent Institute" means Institute established and administrated by the University, with the permission of State Government / UGC.
- vii. "Convocation" means the convocation of the University, where Degrees, Diplomas, Academic Distinctions, Honorary Degrees and Certificates are awarded, to the students for completing the courses satisfactorily and as per passing requirements of the University.
- viii. "Common Seal" means the seal of the University.
- ix. "Course" means a subject with a title taught for a Term or a Semester or a Quarter, in periodically an academic year carrying designated credit hours.
- x. "Employee" means employee appointed on regular/contractual/adhoc basis.
- xi. "Government" means the Government of Gujarat.

- xii. "Higher Education" means study of a curriculum or course for the pursuit of knowledge beyond 10+2 level.
- xiii. "Hostel" means a place of residence for the students of the University, or its colleges, institutions or centres, maintained or recognized to be as such by the University.
- xiv. **"Main Campus" means main campus of sponsoring body and the facilities, non-movable academic infrastructure under the usage and/or possession by the sponsoring body and/or university including the aforesaid campus as possessed or acquired by purchase, lease, donation, gift, grant by the regulatory authorities including State or Central Government**
- xv. "Prescribed" means prescribed by rules made under this Act.
- xvi. "President" means the President of the University appointed under Section 14 of the Act.
- xvii. "Programmes" means programmes and course of study offered at the University;
- xviii. Provost means a person of high eminence and high reputation as an educationist and duly appointed by the Board of Governors of the University.
- xix. "Registrar" means Registrar of the University appointed under Sec.16 of the Act.
- xx. "Regulations" means regulations made by any authority of the University under section 30 of the Act.
- xxi. "Regulatory Body" means a body established by the Central Government, for laying down the norms and conditions for ensuring academic standards of higher education, such as UGC, AICTE, COA, NCTE, MCI, PCI, NAAC, ICAR, DEC, CSIR.
- xxii. "Rules" means rules made under section 44 of the Act.
- xxiii. "Schedule" means the Schedule appended to this Act.
- xxiv. "Section" means Section of the Act.
- xxv. "Sponsoring body" in relation to the Anant National University means Laxman Gyan Peeth Trust, Ahmedabad.
- xxvi. "Statutes" and "Ordinances" means the Statutes and the Ordinances of the University.
- xxvii. "Student" means a student of the University and includes any person enrolled in the University for pursuing any course of study for a degree, diploma or other academic distinction duly instituted by the University, including a research degree.
- xxviii. "Teacher" means a Professor, Associate Professor, Assistant Professor, Lecturer or any other person required to impart education or to guide research or to render guidance in any other form to the students for pursuing a course of study of the University.
- xxix. "UGC" means the University Grants Commission established under section 4 of the University Grants Commission Act, 1956.

- xxx. Words and expressions used in Act and not defined in these Statutes shall have the meanings respectively assigned to them in the Act.
- xxxi. The Statutes are in conjunction with the provisions of the Gujarat Private Universities Act 2009. In case of any changes in the provisions of the Act or the Rules or the Statutes, the provisions of the Act or the Rules made under the Act shall prevail.**

Statute No. 3 Officers of the University

The following sections describe the Duties and Powers of the Officers of the University with their terms.

3.1 The President

3.1.1 Appointment and term of office of the President

- i. The President shall be appointed by the Laxman Gyanpith Trust, Ahmedabad in consultation with the State Government, for a period of three years.
- ii. The President shall hold office for a period of three years. Provided that, after the expiry of the term of three years, the incumbent shall be eligible for re-appointment for further period of three years.
- iii. The President shall continue to hold office even after the expiry of his/her term till a new President takes charge of the office. In any case this period shall not exceed one year.

3.1.2 Duties and powers of the President

- i. The President shall be the Head of the University and shall enjoy such powers as mentioned under section 14 of the Act.
- ii. The President shall preside over the meetings of the Governing Body.
- iii. The President shall preside over the convocation of the University for conferring Degrees, Diplomas or other Academic distinctions.
- iv. The President shall have power to call for any information or record from any authority of the University.
- v. The President shall have power to cause an inspection or inquiry as and when deemed appropriate by him.
- vi. The President shall have powers to appoint the Provost of the University and at the same time shall have powers to remove the Provost in accordance with subsection (6) of section 15 of the Act.
- vii. The President shall provide general guidance and directions for laying down policies for the functioning of the University by using all such powers as are provided by the Act or the statutes, or ordinances or regulations or rules made there under.

- viii. The President shall have powers to make the first Ordinances of the University which shall be approved by Governing Body and subsequently by State Government. These powers shall be exercised as per the provisions of section 28 of the Act.
- ix. The President shall have such other powers as may be given by the Governing Body which are in consonance with the provision of the Act, statutes and regulations of the University.
- x. The President shall be the final authority in case any decisions taken in emergency by the Provost are questioned in any University Bodies.
- xi. If the office of the President becomes vacant due to death, resignation or otherwise or if the President is unable to perform his or her duties due to illness or any other cause, the Sponsoring Body shall appoint an acting President for not more than one year until the existing President resumes his or her duties or until a new President assumes office.
- xii. If in the opinion of the President it is necessary to take immediate action on any matter for which powers are conferred on any other authority by or under the Act, he may take such actions as may be deemed necessary, and shall, at the earliest opportunity thereafter, report the action to such officers or authority as he would have in the ordinary course dealt with in the matter. Provided that if in the opinion of the concerned officer or authority such action should not have been taken by the President, then such case will be referred to the Governing Body, whose decision there on shall be final. Provided further that where any such action taken by the President affects any person in the service of the University, such person shall make an appeal to the Governing Body within three months from the date on which such action is communicated to him. The decision of the Governing Body shall be final in the matter and shall be communicated to the person concerned within a maximum period of three months from the date of appeal.
- xiii. The President may delegate some of his or her powers to any of the subordinate officers as prescribed in the Statutes.
- xiv. The President shall be an honorary functionary entailing no direct or indirect monetary benefits except any honorarium, expenses and allowances if and as may be decided by the Sponsoring body.

3.2 The Provost

3.2.1 Appointment and term of office of the Provost

- i. The Provost shall be appointed by the Governing Body out of a panel of three persons recommended by the Search Committee consisting of the following members, and shall subject to the provisions of section 15(6) of the Act, hold office for a term of three years:
 - a) An eminent professional nominated by the Governing Body.
 - b) An eminent educationist nominated by the Governing Body.
 - c) One member of the Board of Management nominated by the President.
- ii. At least six months before the date of expiry of the term of the Provost, the Registrar shall call a Governing Body Meeting for the purpose of initiating the process.
- iii. The Governing Body shall announce the appointment of the Provost at least two months before the date of expiry of the term of the Provost.
- iv. Provided that, after expiry of the term of three years, a person shall be eligible for reappointment as Provost for another term of three years.
- v. Provided further that a Provost shall continue to hold the office even after expiry of the term till the new Provost take charge of the office, but in any case this period shall not exceed one year.
- vi. If the office of the Provost becomes vacant due to death, resignation or other wise or if the Provost is unable to perform his or her duties due to illness or any other cause, the President shall appoint an acting Provost from among the officers of the University for not more than one year until the existing Provost resumes his or her duties or until a new Provost assumes office.
- vii. The President may appoint first Provost for a period of one year or until the regular Provost is appointed.

3.2.2 Duties and powers of the Provost

- i. The Provost shall be the principal executive and academic officer of the University and shall exercise the power of supervision and control over the academic affairs of the University and give effect to the decision of all the authorities of the University.
- ii. The Provost shall have the power to convene the meetings of Academic Council and/or of such authorities, committees and bodies of the University of which he/she is

the Chairperson. He may delegate this power to any other officer of the University by an order in writing.

- iii. The Provost may appoint visiting faculties and sanction honorarium to a person for the consultancy / expertise services rendered for the University or an allowance to the employee of the University for any special duties assigned to such employee or additional duties performed by him which in the opinion of the Provost warrants such payments.

Provided that such allowance is subjected to rules laid down in this regard by the Governing Body from time to time. Provided further that any action taken under this Statute shall be reported to the Governing Body in its subsequent meeting immediately following such action.

- iv. The Provost shall exercise all other powers as may be delegated by the President.
- v. The Provost shall have the power to delegate some of his or her powers to any of the subordinate officers as prescribed in the Statutes.

3.3 The Registrar

3.3.1 Appointment and term of office of the Registrar

- i. The Selection Committee will recommend name(s) for the position of the Registrar to the Chairperson of the Sponsoring Body who shall appoint the Registrar. The Selection Committee constituted for the purpose and consisting of:
 - a) The Provost of the University
 - b) Two Members to be nominated by the Board of Management
 - c) Two Experts as per State Government/ UGC norms.
- ii. The position of the Registrar is administrative in nature. The Governing Body will prescribe the minimum qualifications and the experience of the Registrar in accordance with the State Government/ UGC guidelines.
- iii. The Registrar shall be a full time officer of the University

3.3.2 Duties and Powers of the Registrar

- i. To be the custodian of the common seal, buildings, records, library and such other assets of the University as the Board of Management shall commit to his charge.

- ii. To act as Member Secretary to the Governing Body, the Board of Management, the Academic Council and to such other Boards or Committees as may be appointed from time to time.
- iii. To conduct the official correspondence.
- iv. To issue notices convening meetings of the University Authorities, Boards and Committees and to make all arrangements thereof and minutes.
- v. To sign and authenticate all contracts for the University and all documents.
- vi. To head the Academic Regulations and Records office, maintain the student records including the academic records and personal information records and keep proper record of Academic regulations of the University subject to the supervision of the Academic Council.
- vii. To ensure effective student registration and enrolment, management of records of current and past students, ensuring compliance with students record policy; record transfer credit, advance placement, study abroad work, thesis titles, comprehensive examination results and grade changes.
- viii. To supervise and ensure production of official student lists, reports and statistics; publishing the student directory; validating ID cards; processing ID number changes, changes of school, name and address; interpreting and enforcing academic regulations; collecting grades from faculty; recording grades, producing and mailing grade reports; monitoring lists of graduates; and organizing student participation in the convocation.
- ix. He/she shall also be responsible for the safety and upkeep of movable and immovable properties of the University.
- x. He/she shall be responsible for conduct of all legal matters and proceedings on behalf of/ against the University.
- xi. He/she shall place all such information required under statute, ordinances, rules & regulations before the Board of Management of the University.
- xii. He/she shall be responsible to the Governing Body, Chairman, Board of Management and Provost for the proper discharge of his functions and maintenance of discipline in the University.
- xiii. He/she shall under the control of the President & Chairman, Board of Management be responsible for the administration and services of the University and conduct of all affairs/ activities on the University Campus, including physical infrastructure, logistics

for the support of the examinations and make all other arrangements necessary thereof and be responsible for the execution of all processes connected therewith.

- xiv. The Registrar will report to the Provost for all administrative works.
- xv. The pay-scale of the Registrar shall be as per the State Government/ UGC rules and he/she shall, in addition, be entitled to receive such allowances and benefits as decided by the Governing Body.
- xvi. To perform such other duties as may be from time to time, prescribed by the Governing Body, and generally to render such assistance as may be desired by the Provost in the performance of his official duties.

3.4 Chief Finance and Accounts Officer

3.4.1 Appointment and terms of the Chief Finance and Accounts Officer

- i. The appointment of the Chief Finance and Accounts Officer (CFAO) shall be made by the President on approval of Governing Body/ Board of Management.
- ii. The qualifications for the post of CFAO will be as under: the qualification and experience as prescribed by the State Government/ UGC.
- iii. The CFAO shall receive pay and allowances as per State Government/ UGC norms and as fixed by the Governing Body.

3.4.2 Functions and Powers of the Chief Finance and Accounts Officer:

- i. The Chief Finance and Accounts Officer shall be a whole time salaried Officer of the University.
- ii. The Chief Finance and Accounts Officer shall be the ex-officio Member Secretary of the Finance Committee.
- iii. The Chief Finance and Accounts Officer shall be responsible for financial administration of the University and shall,
 - a. exercise general supervision of the funds of the University and advice the authorities of the University regarding its financial policies,
 - b. monitor the progress of collection of revenue and advices on the methods to ensure timely collection

- c. prepare Annual Financial Estimates for the Financial Year as per the direction of the Board of Management and the Finance Committee,
 - d. prepare Annual Statement of the Accounts of the University for the financial year,
 - e. bring to the notice of the President / Provost any unauthorised expenditure or other financial irregularities and suggest appropriate action for rectification.
- iv. The CFAO may call from President/ Provost/ Registrar office of the University for financial information or returns that he may consider necessary for the performance of his duties.
- v. The CFAO shall, in addition and not with standing the above, exercise such powers and perform such other functions as may be prescribed by the ordinances or as may be assigned by the President / Provost.

Statute No.4

The Constitution, Functions and powers of the Authorities

4.1 Governing Body

4.1.1. Constitution of Governing Body

The Governing Body of the University shall consist of the following members:

- i. The President, who shall also be the Chairman of the Governing Body
- ii. The Provost
- iii. Four persons to be nominated by the sponsoring body out of whom two shall be eminent educationists.
- iv. Two Deans or Directors of the constituent schools or centres of the University, by rotation, to be nominated by the Provost.
- v. One expert of Management or Information Technology from outside the University to be nominated by the Governing Body;
- vi. Three experts representing other disciplines such as finance, legal, social sector to be nominated by the Governing Body;
- vii. One eminent industrialist to be nominated by the Governing Body; and

- viii. Secretary to the Government of Gujarat, Higher and Technical Education or his/her representative not below the rank of Deputy Secretary to Government or the Joint Commissioner – *ex-officio*
- ix. The Registrar, who shall be the Member Secretary of the Governing Body but shall not have voting rights.

4.1.2. Term of members of Governing Body

- i. The term of the members of the Governing Body, other than *ex-officio* members shall be three years from the date of nomination.
- ii. A member may be re-nominated for the next term.
- iii. A member may resign by giving one month's notice in writing, but shall continue in the office until the resignation is accepted by the President.

4.1.3. Powers and functions of Governing Body

The Governing Body shall carry out the mission and vision of the Sponsoring Body and shall consult the Sponsoring Body on major decisions in discharging its power and responsibilities. Subject to such conditions as may be prescribed by or under provisions of the Act, the Governing Body shall exercise the following powers and perform the following functions:

- i. To control and administer the properties of the University and the University Fund and to keep and maintain proper accounts of the same.
- ii. To administer the funds placed at the disposal of the University for academic and administrative purposes.
- iii. To finalise the annual financial estimates/budget of the University.
- iv. To manage and regulate the finance, accounts and investments of the University.
- v. To review the decisions of other authorities of the University.
- vi. To lay down the extensive policies to be followed by the University.
- vii. To recommend to the sponsoring body about the voluntary liquidation of the University.
- viii. To take up, deliberate and take decisions on all the matters pertaining to the growth and development of the University to fulfil the objects of the University.

- ix. To call for reports, returns and other information from the officers, authorities, bodies, teaching departments, centers, laboratories and other constituents of the University.
- x. To appoint the officers of the University; Professors, Associate Professors, Assistant Professors and all other administrative and non-teaching members of the University in accordance with the procedures laid down in the Statutes, Ordinances, Regulations and Rules of the University.
- xi. To approve creation of new committees, offices and boards in accordance with the procedures laid down in the Statutes, Ordinances, Regulations and Rules of the University.
- xii. To approve the creation and abolition of Schools, Departments and Programmes of study on the recommendations of the Board of Management and the Academic Council.
- xiii. To accept on behalf of the University trusts, bequests, donations and transfers of any movable or immovable property of the University.
- xiv. To confer honorary degrees or other academic distinctions in the manner laid down by the Statutes.
- xv. To withdraw or cancel any degree, diploma or certificate conferred or granted to any person in the manner prescribed by the Statutes.
- xvi. To delegate administrative as well as financial powers to any of the Officers and / or to Committees for smooth functioning of the day to day activities of the University.
- xvii. To approve the amendment and cancellation of Statutes, Ordinances and Regulations of the **University** within the **Gujarat Private Universities Act, 2009** as proposed by the Board of Management.
- xviii. To provide general directions and to do all such other acts as may be of the University by using all such powers as are provided by the Act, Statutes, Ordinances, Regulations or Rules.
- xix. **To collaborate with other recognized Universities, Research Institutions, Industries, Government and Non-Government organizations of the Country and abroad towards the fulfilment of the University objectives.**

4.1.4 Meetings of Governing Body

- i. Meetings of the Governing Body shall be held in the University Office or at any other place as suggested by the President. Provided it shall hold its meetings at least three times in a calendar year.
- ii. Minimum four members of the Governing Body shall constitute a quorum at a meeting and all matters shall be decided by a majority of votes of the members present.
- iii. When a meeting is adjourned for want of quorum the President shall take decision on matters of urgency. Such decisions taken by the President will be ratified within one month by the Governing Body with due quorum.
- iv. The President or in his absence, his nominated member of the Governing Body shall preside at the meeting of the Governing Body; in absence of both the persons the meeting may be adjourned for any other day.
- v. The President shall have the right to invite eminent persons in the Governing Body for the purpose of consultation. However, such invited members shall not be entitled to exercise votes, if there is a need for voting.
- vi. The meeting of the Governing Body shall be held on the dates fixed by the President of the University.

4.2 Board of Management

4.2.1 Constitution of Board of Management

The Board of Management of the University shall consist of the following members, namely:

- i. The President, who shall be the Chairperson of the Board of Management unless he nominates another member to chair the Board of Management.
- ii. The Provost.
- iii. Two members of the Governing Body, to be nominated by the Laxman Gyanpith Trust, Ahmedabad.
- iv. Two persons, who are not the members of the governing Body, to be nominated by the Laxman Gyanpith Trust, Ahmedabad.
- v. Three persons from amongst the faculty members of the University, to be nominated by Sponsoring Body or by the Provost or President if delegated by the Sponsoring Body.

- vi. One faculty member, to be nominated by the President.
- vii. The Chairman, Board of Management, shall have the right to invite eminent persons to the meetings of Board of Management as per the requirements of University.
- viii. The Registrar, who shall be the Member Secretary of the Board of Management but shall not have voting rights.

4.2.2 Term of members of Board of Management

- i. The term of the members of the Board of Management, shall be three years from the date of nomination.
- ii. A member may be re-nominated for the next term.
- iii. A member may resign by giving one month's notice in writing, but shall continue in the office until the resignation is accepted by the Chairperson.

4.2.3 Meetings of Board of Management

- i. Meetings of the Board of Management shall be held in the University Office or at any other place as suggested by the Chairperson. Provided it shall hold its meetings at least once in every two months.
- ii. Minimum four members shall constitute a quorum at a meeting.
- iii. The Chairperson of Board of Management shall preside at the meeting of the Board; in the absence of the Chairperson, his nominated member from the Board of Management shall preside at the meeting of the Board of Management; in absence of both the persons the meeting may be adjourned for any other day
- iv. The Chairperson shall have the right to invite eminent persons in the meeting for the purpose of consultation. However, such invited members shall not be entitled to exercise votes, if there is a need for voting.
- v. The meeting of the Board of Management shall be held on the date fixed by the Chairperson of the Board of Management.

4.2.4 Powers and functions of Board of Management

The Board of Management will be responsible for overall execution of plans, policies and activities of the University as per the directions of the Governing Body; through the officers of the

University, including the Provost, the Registrar, the Chief Finance and Accounts Officer and other officers of the University. The powers and functions of the Board of Management shall be as under:-

- i. To delegate any of its responsibilities to the Officers of the University as and when it may deem fit, in such manner as provided by the Governing Body.
- ii. To prepare statutes, ordinances and regulations as and when required for the smooth functioning of the University for the consideration of the Governing Body.
- iii. To approve such programmes **as laid down by the provisions and/or regulations and made by the statutory bodies of the Central or State Government** may be recommended by the Academic Council and/or Board of Studies and policies, which it considers necessary for the enhancement and promotion of education and to achieve objectives of the University.
- iv. To create, suspend or abolish academic and non-academic posts of the University with the approval of the governing Body. To specify the manner of appointment to such posts and decide and approve the scales and terms of service there of. To provide for the manner of their termination, suspension or removal.
- v. To enter into any agreement on behalf of University with any Government authority or institution for any educational and academic purpose.
- vi. To appoint committees and to formulate guidelines for implementation of policies, whenever required with the approval of Governing Body.
- vii. Every authority of the University except the Governing Body shall report on any subject that may be referred to it by the Board of Management.
- viii. The Board of Management may accept or refer back without giving reasons, any recommendations or views placed before it by any Faculty or Authority of University other than Governing Body.
- ix. To provide for the administration of any matter placed at the disposal of the University for the purpose as intended and to make regulations thereof.
- x. The Board may delegate some of its powers to Officers or Committees constituted by it for smooth functioning of the University.
- xi. The Board shall also make recommendations to the Governing Body, in any of the matters which are required to be dealt with for the purpose of fulfilling the objects of the University.

- xii. To prepare and submit the annual accounts and annual report of the University to the Governing Body for its approval.
- xiii. To consider, review and recommend financial requirements and estimates of the University to the Governing Body for its approval.
- xiv. To make provision for instituting and conferring degrees, honorary degrees, diplomas, certificates and other academic distinctions as may be recommended by the Academic Council.
- xv. To consider, review and make provision for instruction, teaching and training in such branches of learning and course of study as may be recommended by the Academic Council.
- xvi. To consider, review and approve proposals for promoting under-graduate, post graduate, teaching, research and extension of education on the recommendations of Academic Council.
- xvii. To institute, maintain and award scholarships, fellowships, studentship, medal and prizes.
- xviii. To prepare Manuals to govern the various service conditions of officers and other employees of the University and for day to day running and administering of the affairs of the University.
- xix. To supervise and control the admissions, conduct and discipline of students in the University and hostels.
- xx. To approve disciplinary action against students enrolled in the University wherever necessary.
- xxi. To approve disciplinary actions against staff and other appointed persons.
- xxii. To raise and borrow funds for the University with the approval of Governing Body.
- xxiii. To fix emoluments and allowances for examiners, moderators and other personnel in consultation with the Academic Council and the Finance Committee.
- xxiv. To delegate all or any of its powers to any committee or sub committee constituted by it or the President of the University.
- xxv. To exercise such other powers and perform such other duties not inconsistent with this Act or Statutes as may be necessary for carrying out for the purpose of the Act as delegated by the Governing Body.

- xxvi. **To offer Joint Degree Programs jointly with other degree granting intuitions; both, Indian or Foreign, provided that such institution(s) is/ are properly accredited in their home country & with the prior approval of the State Government and the UGC.**

4.3 Academic Council

4.3.1 Constitution of Academic Council

The Academic Council of the University shall consist of the following members, namely:

- i. The Provost, who shall also be the Chairperson of the Academic Council
- ii. All Deans/Directors of Schools of the University.
- iii. Heads of the Centres involved in Academic and Research activities.
- iv. Academics of repute or distinguished persons from any other field related to the activities of the University who may or may not be in the service of the University nominated by the Sponsoring Body.
- v. The Registrar, who shall be the Member Secretary of the Academic Council but shall not have voting rights.
- vi. Minimum four members shall constitute a quorum at a meeting.

4.3.2 Term of members of Academic Council

- i. The term of the members of the Academic Council, shall be three years from the date of nomination.
- ii. A member may be re-nominated for the next term.
- iii. A member may resign by giving one month notice in writing, but shall continue in the office until the resignation is accepted by the Chairperson.

4.3.3 Powers and functions of Academic Council

The academic council shall be the principal academic body of the University and shall, subject to the provisions of the Act, the Statutes, the Ordinances and the rules made there under, coordinate and exercise general supervision over the academic policies of the University. The following will be the powers and functions of the Academic Council:

- i. To make subsequent ordinances other than the first ordinance and submit the same to the Board of Management for its approval.
- ii. To play a proactive role in the development of academic programmes and facilitating implementation of academic programmes.
- iii. To be responsible for the suggestions, maintenance and improvement of standards of instruction, education, evaluation, research, consulting and extension and other academic activities of the University.
- iv. To consider matters of general academic interest either on its own initiative or on a reference from the various bodies of the University or any academic institution or department or faculty member of the University and to take appropriate action thereon.
- v. To recommend the academic functioning of the University and discipline of the students.
- vi. To foster and promote research and innovation.
- vii. To exercise such other powers and perform such other duties as may be conferred upon it by the regulations from time to time.
- viii. Make recommendations to the Board of Management:
 - a) To provide policy for printing/ publication and reproduction of research, educational material and other works and to organize exhibitions, conference, workshops and seminars.
 - b) To develop policies regarding knowledge resource centre, libraries, laboratories and museums, computer networks, ICT facilities, hobby centres, workshops and other facilities.
 - c) To maintain linkages and collaborate with educational or other institutions in any part of the world having objects wholly or partially similar to those of the University, through exchange of students, researchers, faculty and staff and generally in such manner as may be conducive to their common objects.
 - d) To delineate policies for research and consultancy and to obtain registration in respect of such research in the nature of patents, designs rights, copy rights and such or similar rights with the competent authorities.
 - e) To institute, make regulations and award fellowships, scholarships, prizes, medals and other awards.

- f) To generally advise on all academic matters and submit to the Board of Management the details of the academic calendar and feasibility reports on academic programmes.
 - g) To exercise such other powers and perform such other functions as may be delegated by the Governing Body/ Board of Management.
- ix. The Academic council shall have the power to co-opt, as members, two persons having expertise or experience in the field of any particular business, which may come before the Council for consideration. The members so co-opted shall have the rights of the members of the Council in regard to the transaction of the business in relation to which they may be co-opted.
- x. The Academic Council may appoint a standing committee from amongst its members. The constitution, powers and functions of the said standing committee shall be determined by the Academic Council.

4.3.4 Meetings of Academic Council

- i. The meeting of the Academic Council shall be held on the dates fixed by the Provost of the University.
- ii. The Academic Council will ordinarily meet four times a year.
- iii. The Provost will chair the meetings of the Academic Council. In absence of the Provost at any meeting, the Provost may nominate a member of the Academic Council to chair the meetings.
- iv. A minimum of four members will form the quorum for the meeting.

4.4 University Development Committee

4.4.1 Constitution of the University Development Committee

The committee shall be constituted by the Provost with the consultation of President and University Development Committee shall consists of

- i. The President as Chair.
- ii. Provost.
- iii. Registrar.
- iv. The Chief Finance and Accounts Officer, who shall be the member and Secretary.
- v. Two experts nominated by the Sponsoring Body/ Trust.
- vi. One member nominated by the President.

- vii. Members nominated must have the experience of handling and managing financial matters.
- viii. Nominated members shall hold the office for three years.

4.4.2 Meetings of the University Development Committee

- i. The University Development Committee shall meet at least twice each year to prepare the budget, examine the accounts and to scrutinize proposals for expenditure. In addition, it shall meet when convened by the Provost.
- ii. All members of the Committee other than ex-officio members shall hold office for a term of three years.
- iii. The Chief Finance and Accounts Officer shall inform the members regarding the date of the meeting and also send the agenda of the meeting in consultation with the Provost.

4.4.3 Powers and functions of University Development Committee

The Committee shall exercise such powers and discharge such functions as assigned by the Provost:

- i. To examine the annual accounts and annual budget estimates of the university and advise the Board of Management there on:
- ii. To review the financial position of the University from time to time.
- iii. To make recommendation to the Board on Financial policy matters of the University.
- iv. To make recommendations to the Board on proposals involving raising of funds, receipts and expenditure.
- v. To lay down guidelines for investments of surplus funds.
- vi. To make recommendations to the Board on all proposals involving expenditure for which no provision has been made in the budget or for which expenditure in excess of the amount provided in the budget has been incurred.
- vii. To examine all proposals relating to revision of pay-scales, up gradation of the scale and those items which are not included in the budget, before they are placed before the Board.
- viii. To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the authorities.
- ix. To consider and recommend plans of development of the University to the Board.

4.5 Other Authorities

In addition to authorities of the University provided under chapter IV under the caps Authorities of University, under section 19 (clause d), the following authority have been declared by the statutes to be the authorities of the University.

- i. Infrastructure Development committee.
- ii. Selection committee for Academic and Administration staff.
- iii. Policy/Plan/ Projection committee.
- iv. University Teaching Development Council.
- v. Disciplinary committee .

Statute No. 5

Academic and Administrative Officers of the University

5.1 Academic and Administrative Officers

In addition to officers of University provided under chapter III under the caps Officers of University, under section 13 (clause e), the Governing Body shall pass resolutions to appoint the following officers in accordance with State Government/ UGC norms.

- i. Vice President.
- ii. Deans of Schools.
- iii. Heads of Departments.
- iv. Directors of Centers/Programs.
- v. Controller of Examination.
- vi. University Librarian.
- vii. Director (Human Resources).
- viii. Director (Admissions and Student Marketing).
- ix. Director (Corporate Relations and Outreach).
- x. Director (Infrastructure and Services).
- xi. Chief Technology Officer.

5.2 Appointment of Academic and Administrative Officers

- i. The officers mentioned in clause (i) to (xi) of Statute 5.1 above, shall be appointed by the President of the University, on the recommendation of the Selection Committees constituted for the purpose, Selection committee shall follow procedure, qualification, and salary as per State Government/ UGC norms and in other cases wherever prescribed by the Governing Body/ Board of Management/Academic Council of the University.
- ii. The officers mentioned in clause (i) to (xi) of Statutes 5.1 above, shall receive the pay plus other allowances as may be fixed by the Governing Body in accordance with the State Government/ UGC norms as amended from time to time.

5.3 Powers and duties of Academic and Administrative Officers

- i. The powers and duties of Academic and Administrative officers shall be such as determined by the Governing Body of the University.
- ii. Notwithstanding anything contained in the Statute, the Academic and Administrative officers mentioned in clause (i) to (xi) of Statutes 5.1 shall perform such other duties as assigned by the President / Board of Management of the University.

Statute No. 6

Appointment of Academic and Administrative Staff

6.1 Appointment of Academic and Administrative Staff

The University shall make appropriate arrangements for the appointments of the Academic and Administrative staff as per the State/ UGC norms.

6.2 Selection Committees for Appointment of Academic Staff

- i. There shall be Selection Committee for making recommendations for appointment of Academic staff.
- ii. The Provost shall be the approving authority for all Academic staff.
- iii. A Selection Committee for Appointment of Academic and Administrative Staff shall consist of the following members:
 - a. Provost who shall be the Chairperson.
 - b. Head of the concern School/ Center/ Department.
 - c. Dean of respective Faculty/ School/ Center/ Department.

- d. Two experts in relevant subjects nominated by the Provost.
- e. One member from BOM/ GB nominated by the President in consultation with the Sponsoring Body.
- f. The Registrar as Member Secretary.

6.3 Selection Committee for Appointment of Administrative Staff

- i. There shall be a Selection Committee for the appointment of Administrative Staff of the University consisting of the following members:
 - a. Registrar as Chair.
 - b. Two experts in relevant area nominated by the Provost.
 - c. One member from BOM/ GB nominated by the President in consultation with the Sponsoring Body.
 - d. Deputy Registrar (Administration) shall act as Member Secretary.

6.3.1 Meetings of the Selection Committees

- i. The meetings of the Selection Committee shall be convened by the Chair of the Selection Committee as and when necessary.
- ii. Three members (including minimum one expert) of the selection committee shall form the quorum.
- iii. The Chair of the Selection Committee shall have a casting vote.
- iv. All decisions regarding appointments shall be made by a majority of the members present and voting.

6.4 Special Mode of Appointment

Notwithstanding anything contained in the section 7.1 of this Statute:

- i. The Provost may invite a person of high academic distinction and/or professional attainments to accept any academic or non-academic post in the University, on such terms and conditions as the Provost deems fit, and on the person agreeing to do so, appoint him or her to the post with the approval of the Governing Body.
- ii. The Provost may on the recommendation of the concerned Dean of faculty/ School / Department appoint a Visiting Teacher for a period up to one year, subject to approval of Governing Body.
- iii. The Provost in consultation with Dean of faculty/ School / Department may appoint a

teacher or any other academic staff working in any other university or organization to undertake a joint project, subject to approval of the Governing Body.

6.5 Remuneration Policy for Faculty

- i. The pay and other allowances payable to all the academic and administrative staff shall be paid as per the State Government/ UGC norms, as adopted by BOM from time to time.
- ii. **University shall make provision relating to service conditions of the teaching and non-teaching staff of the University in accordance with the prevailing policies of the UGC from time to time.**

6.6 Condition of Service

All Academic and Administrative staff shall abide to the code of conduct established by the University.

6.7 Provident Fund, Pension and Insurance

The University shall constitute for the benefit of its employees such provident fund/ pension funds and provide such insurance schemes as it may deem fit.

6.8 Arbitration of Disputes between the University and Employees/ Students

- i. Any dispute, controversy or claim arising out of or in connection with the contract, between the University and any employee, or the breach, termination or invalidity thereof, or between the University and its officers, teachers, employees, and students shall, at the request of the employee or the person concerned, be referred to a tribunal of arbitration consisting of one member nominated by the President, one member nominated by the employee or the person concerned and a Chair selected by the two nominated members.
- ii. Every request made by the employee or the person concerned under sub-section I above shall be deemed to be a submission to arbitration upon the terms of this section within the meaning of the Arbitration and Conciliation Act, 1996;
- iii. The procedure for regulating the work of the Tribunal shall be prescribed by the University.

6.9 Right to Appeal

Every employee or student of the University or an Institution maintained by the University shall have a right to appeal, within such time as may be prescribed by the Statutes, to the President against the decision of any Officer or Authority of the University or of the Institution, as the case maybe, and thereupon, the President may confirm, modify or reverse the decision appealed against.

Statute No. 7

Schools, Faculties and Programs of the University

7.1 Schools and Faculties

Following shall be the Schools of the University:

- i. School of Architecture.
- ii. School of Design.
- iii. School of Planning.
- iv. School of Entrepreneurship and Leadership.
- v. Such other schools/ programs may be established / conducted with approval of the Governing Body on recommendation of Academic Council.

7.2 Courses and Programs

The University shall start by offering the following degree/diploma programs, based on student demand and faculty availability:

7.2.1 Existing programs

- i. Bachelor of Architecture.
- ii. Bachelor of Planning.
- iii. Bachelor of Design (Interior Design).

7.2.2 Proposed programs

The University shall start the various Diploma/ UG/ PG/ Ph. D programs based on students demand with the prior permission/ approval of State Government/ State/ National Regulatory body/ Authority wherever necessary.

Statute No. 08**Conferment of Honorary Degrees**

On the recommendations of the Academic Council and with the approval of the Governing Body, honorary degree may be conferred on any person (should not be the member in BOS/AC/ BOM/ GB/ Sponsoring body) who has distinguished himself/ herself with meritorious/ outstanding contribution in respective field.

Statute No. 09**Acceptance of Endowments for Fellowships, Scholarships & other Awards**

The University shall be free to accept any kind of endorsement fund for the fulfilment of the object of the University subject to the condition, restriction as laid down in the relevant laws.

Statute No. 10**Admissions**

The University endeavors to admit students with high potential for academic and professional achievement to various programs in the University on the basis of merit. However, the admissions process for professional courses will abide by the regulations of the State Government/ UGC as applicable to the University.

Statute No. 11**Number of Seats in Different Schools and Programs**

- 11.1 The number of seats available in each program for an academic year shall be determined by the Board of Management in consultation with the Academic Council and other bodies as it deems appropriate.
- 11.2 The University will take prior approval of concern State/ National regulating authority/ body regarding the number of seats allocated in each course/subject wherever applicable.

Statute No. 12

Fees Regulations

12.1 Fees Structure

Fee structure of Degree and Post Graduate Programmes and other courses would be as per Fee Regulatory Committee appointed by the Education Department Government of Gujarat wherever it is applicable. For other courses the University shall decide its fee structure after the approval from Board of Management.

12.2 Fees Exemptions, Scholarships and Fellowships

- i. The exemption of fee, award of scholarship and fellowships to the students may be given based on the merit as well as merit cum means. The identification of such students shall be made by the committee chaired by the Provost with concern Dean of faculty/ school/ department as the member and Registrar as the Member Secretary.
 - ii. Reservation in admission to the University for Scheduled Castes, Scheduled Tribes, Backward Classes, Special Backward Classes, Women and handicapped persons shall be provided as per the policies of the State Government as applicable to the University.
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