

unless the candidate has attended not less than three-fourths of the lectures or practicals or tutorials/preceptorials (wherever prescribed) held in his College or in the University, as the case may be, for his course of study in each academic year :

B.Ed.
 M.B.,B.S.
 B.D.S.
 M.Ed.
 B.Sc. (Home Science)
 B.Sc. (Hons.) Home Science
 B.E.**
 Diploma in Tuberculous and Chest Diseases
 Diploma in Tamil
 Diploma in Linguistics
 Diploma in Pali Language and Literature
 Diploma in Modern Arabic
 Diploma in Tibetan Language and Culture
 Sangeet Shiromani (Diploma in Hindustani Music or Karnatak Music)
 Diploma in Russian (General)
 Diploma in French (General)
 Advanced Diploma in German
 Diploma in Personnel Management
 Diploma in Marketing and Sales Management
 Advanced Diploma in Modern Arabic
 Advanced Diploma in Modern Persian
 Diploma in Chinese Language
 Advanced Diploma in Chinese Language
 One-year Intensive Advanced Diploma in Chinese Language
 Post-Intensive Advanced Diploma Course in Chinese Language
 Diploma in Japanese Language
 Advanced Diploma in Japanese Language
 One-year Intensive Advanced Diploma in Japanese Language
 Post-Intensive Advanced Diploma Course in Japanese Language
 Diploma in Polish (General)
 Diploma in Hungarian
 Diploma in Bulgarian
 Advanced Diploma in Spanish
 Certificate in German
 Certificate in Italian
 Certificate in Romanian
 Certificate in Swahili
 Certificate in Hausa
 Certificate in Tamil
 Certificate in Telugu
 Certificate in Kannada
 Certificate in Malayalam
 Certificate in Marathi
 Certificate in Gujarati

Certificate in Oriya
 Certificate in Translation (English-Hindi)
 Certificate in- Hindi
 Certificate in Urdu
 Certificate in Modern Arabic
 Certificate in Bengali
 Certificate in Chinese Language
 Certificate in Panjabi
 Certificate in Pali Language and Literature
 Certificate in Urdu Palaeography
 Certificate in Forensic Science
 Certificate in Polish Language.

Provided that the Principal of a College in the case of B.Com. may permit to proceed to the next higher class a student who falls short of the required percentage by not more than 10 per cent of the lectures or practicals or tutorials/ preceptorials held during the whole of the year, but a student so permitted shall not be deemed to have completed a regular course of study in the next succeeding year unless he has made up the shortage condoned.

*Note :-*** In the case of the B.E., Examinations, the minimum attendance of three-fourths of the total must be kept separately at lectures and practicals (Laboratory), Workshop Practice and Drawing Office work, etc.), subject wise in each Session for each University examination and the minimum attendance must be kept not only in the subjects which form part of a University (I, II, Qualifying and Final) Examination, but in all the subjects which are taught in the year preceding it to make the student eligible to take the (I, II, Qualifying and Final) Examination respectively.

(3) (a) The required conditions shall not be deemed to have been satisfied in respect of the Master of Business Administration Course unless a candidate has attended :

- (i) three-fourths of the lectures delivered in each academic year during his course of study, and
- (ii) three-fourths of the tutorials and case-discussions conducted in each academic year during his course of study.

The minimum attendance of three-fourths shall be required separately at lectures and at tutorials and case-discussions:

Provided that, he fulfils other conditions as laid down hereinafter, the Head of the Department of Business Management and Industrial Administration may permit a student to proceed to the next higher class who falls short of the required percentage of attendance by

not more than 10 per cent of the lectures or tutorials and case-discussions delivered or conducted during the whole of the first year of the course, but a student so permitted shall not be deemed to have completed a regular course of study in the next succeeding year unless he has made up the shortage so condoned.

Further in addition to the above, the conditions shall not be deemed to have been satisfied unless a student undergoes practical training under the supervision of the department in organisations, as approved by the University from time to time, for at least two months.

Such practical training shall be done during the course of study and as may be prescribed by the Head of the Department. No one who passed the M.B.A. Examination shall be eligible for the grant of the degree unless he has undergone the prescribed practical training to the satisfaction of the Head of the Department.

(4) In the case of students in the B.Sc. Nursing (Honours) Course, the required conditions shall not be deemed to have been satisfied unless a candidate has attended such number of lectures and practicals whether by way of work in wards, nursing-home or otherwise, as may be prescribed by the Head of the Department, but any shortage in practicals may be made up even after the final examination, but the degree shall not be awarded until such shortage has been made up.

(5) In the case of students in the Master of Nursing Course, the required conditions shall not be deemed to have been satisfied unless a student:

- (i) has attended not less than three-fourths of the lectures and classroom practicals in each subject. during each semester; and
- (ii) has done not less than three-fourths of the practicals held during each semester, whether by way of work in the hospital, community or otherwise as may be prescribed by the Head of the Department. However, 100 per cent practical requirements must be completed before or after the Semester IV Examination but the Degree shall not be awarded until a student has completed the practical work.

Provided that the Principal of the College may permit to proceed to the next higher class a student who falls short of the required percentage by not more than 10 per cent of the lectures or practicals during the whole of the year, but a student so permitted shall not be deemed to have completed a regular course of study in the next succeeding year unless he/she has made up the shortage condoned.

(6) In the case of students in the M.Ed. course, the required conditions shall not be deemed to have been satisfied unless a student has pursued a regular course of study for not less than one academic year, preceded by at least 3 years' teaching experience in a recognised educational institution:

Provided that the above condition regarding teaching experience may be waived at the discretion of the Head of the Department in the case of candidates whose standing in the B.Ed. Examination and the preceding degree examination justifies this concession or who have had adequate research experience.

(7) In the case of the students for the M.A. Course in Social Work, the required condition shall not be deemed to have been satisfied unless a student has attended atleast three-fourths (75%) of the total number of lectures delivered, during each academic year.

Provided that the Head of the Department may permit to proceed to the next higher class a student who falls short of the required percentage by not more than 10% of the lectures during the I year, but a student so permitted shall not be deemed to have completed a regular course of study in the next succeeding year unless he/she has made up the shortage condoned.

Provided further that a student who falls short of required attendance at lectures at the end of the II Year and the shortage does not exceed 10% the required attendance shall be calculated on the total number of lectures delivered during the I and II years taken together.

In addition to the attendance at lectures as aforesaid, a student for the M.A. Course in Social Work shall be required to satisfactorily complete the Block Field Work under the supervision of the Head of the Department of Social Work. Such Block Field Work will be done as prescribed by the Head of the Department after the examinations. The degree shall not be awarded until a certificate to the effect from the Head of the Department is submitted to the Registrar, University of Delhi.

(8) (a) "The students shall be required to put in minimum attendance of 66% of the lectures on each of the subjects as also at the moot courts and practical training course.

Provided that in exceptional cases for reasons to be recorded and communicated to the Bar Council of India, the Dean of the Faculty of Law/ Professor-in-Charge of the Law Centre may condone attendance short of those required by this Rule, if the student had attended 66% of the lectures in the aggregate for the semester examinations.

Provided further that no person shall be deemed to have satisfied the required conditions in respect of his instructions unless, in addition to the requirement regarding attendance and other conditions, he has appeared and satisfied by his performance the Professor-in-Charge of the Law Centre in such test, written and/or oral, as may be held by him in his discretion. The Professor-in-Charge shall have, and shall be deemed always to have had, the power to detain a student in the same class in which he has been studying, or not to send him up for the University Examination, in case he did not appear at the tests aforesaid or his performance was not satisfactory.

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The Professor-in-Charge of the Law Centre shall have power to strike off the name of a student who is grossly irregular in attendance inspite of warning, or, when the absence of the student is for such a long period that he cannot put in requisite percentage of attendance.

(b) In the case of students studying for the LL.M. Part I Examination, no student shall be deemed to have pursued a regular course of study unless :-

- (i) he has attended not less than two-thirds of the total number of lectures delivered during the academic year in which he has been admitted as a regular student, and
- (ii) he has submitted not less than seven essays of the requisite standard as prescribed by the Dean during the academic year.

(c) In the case of students studying for the LL.M. Part II Examination, no student shall be deemed to have pursued a regular course of study unless he has attended at least ten of the seminars conducted for the LL.M. Part II classes, five of which must have been attended before he appears at the examination in the written papers.

Note: (i) The term 'Lectures' referred to in (b) above will include lectures and discussion classes.

(ii) In determining the exact number of the minimum requisite attendance, i.e., two-thirds of lectures, tutorials, seminars, moots, etc., fractions shall be ignored.

(9) (a) Subject to the provisions of sub-clauses (b) and (c)

(i) In the case of a student who is selected as a member of the N.C.C. to participate in the annual N.C.C. Camps or is deputed to undertake Civil Defence work and allied duties or in the case of a student who is enrolled in the National Service Scheme and is deputed to various public assignments by or with the approval of the Head of the institution concerned or a student who is selected to participate in sports or other activities organised by the Inter-University Board or in national or international fixtures in games and sports approved by the Vice-Chancellor or a student who is required to represent the University at the Inter-University Youth Festival, or a student who is required to participate in periodical training in the Territorial Army or a student who is deputed by the College to take part in Inter-College sports or fixtures, debates, seminars, symposia or social work projects or a student who is required to represent the College concerned in debates and other extra-

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curricular activities held in other Universities or such other activities approved by the Vice-Chancellor for this purpose, in calculating the total number of lectures etc. delivered in the College, or in the University, as the case may be, for his course of study in each academic year, the number of lectures etc., in each subject delivered, during the period of absence for that purpose shall not be taken into account.

(ii) The Principal of a College may consider, on the basis of the Medical Certificates produced, exceptionally hard cases of students who had fallen seriously ill or had met with an accident during the year disabling them from attending classes for a certain period, with a view to determining whether the lectures etc. delivered during the said period, or a part thereof, could be excluded for purposes of calculation of attendance of the year and decide each case on its own merits.

(b) A College shall notify on the notice board the final attendance position of each of its students within three days of the dispersal of the classes in the last session of the academic year. Not later than five days, thereafter, a student may, by an application to the Principal of the college, claim benefit of exclusion of lectures under sub-clause (a) above on grounds to be specified and accompanied by the relevant documents. All such applications submitted within time shall be considered and disposed of by the Principal of the College at least 3 days prior to the commencement of the examination, in which the student is intending to appear.

(c) The benefit of exclusion of lectures contemplated in categories (i) or (ii) of sub-clause (a) above, either separately or jointly, shall in no case exceed 1/3 of the total number of lectures delivered.

(d) In the case of a married woman student who is granted maternity leave, in calculating the total number of lectures delivered in the College or in the University, as the case may be, for her course of study in each academic year, the number of lectures in each subject delivered during the period of her maternity leave shall not be taken into account:

Provided that Post-graduate Degree students under the Faculty of Medical Sciences who apply for maternity leave either in I year or in II year, may be allowed the maternity leave for a period not exceeding 3 months in an academic year but such students will be required to complete the duration of the course as regular students as required in the Ordinance and the students will be permitted to submit the thesis or to take the written examination, as the case may be, in January instead of August that year.

(10) In case of all Certificate and Diploma Courses in the Department of Germanic & Romance Studies the students will be

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required to put in not less than 60% of attendance at lectures etc., besides satisfactory home-work, in each term separately, and three-fourths of attendance during the year (all terms taken together).

2. A. (i) No person shall be deemed to have satisfied the required conditions in respect of his instructions, unless in addition to the requirements regarding attendance and other conditions, he has appeared and satisfied by his performance the Principal of his College in such tests, written and/or oral, as may be held by him in his discretion. The Principal of the College shall have, and shall be deemed always to have had, the power to detain a student in the same class in which he has been studying, or not to send him up for the University Examination, in case he did not appear at the tests aforesaid or his performance was not satisfactory.

(ii) The Principal of a College shall have power to strike off the name of a student who is grossly irregular in attendance inspite of warning, or when the absence of the student is for such a long period that he cannot put in requisite percentage of attendance.

Definition: The term 'Principal' in this Clause includes the 'Head of a teaching Department or Institution, or the Dean of a Faculty' according to the context.

3. Members of the University, who, before admission to the University, have passed the Intermediate Examination of an Indian University and who have been admitted with the approval of the Academic Council to the Second Year of the degree courses may be admitted to Part I Examination of the respective Degree Courses after a regular course of study for not less than one academic year.

Teacher Candidates

4. (1) The foregoing provisions of this Ordinance relating to pursuit of a regular course of study shall not apply to teachers in educational institutions falling under the following categories:

- (i) Persons who are members of the whole-time teaching staff of educational institutions, as hereinafter defined, and have served for a period of not less than nine months immediately before making their application for permission to appear at an examination of the University; or
- (ii) Persons who have been regularly employed as teachers of educational institutions as hereinafter defined, for a period of at least two years during a period of five years immediately preceding the date of examination.

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(1-A) For the purposes of this clause the following categories of persons will be deemed to be members of the whole-time teaching staff of educational institutions:

- (a) Inspectors of schools of different categories of the Education Department of the Union Territory of Delhi and the Municipal Corporation of Delhi;
- (b) The whole-time workers of the Social Education Department of the Municipal Corporation of Delhi provided they are doing actual teaching work;
- (c) The teachers appointed by the Government of India in Hindi teaching organisations under the control of the Ministry of Home Affairs, who are working within the Union Territory of Delhi;
- (d) Persons working as Directors of Physical Education in the Colleges/Institutions of the University and Director/Assistant Director of Physical Education in the University;
- (e) Persons working as Librarians in the Colleges/Institutions of the University and Professional Seniors/Juniors working in the University.

(2) For the purposes of this Ordinance educational institutions are those which are recognised by (a) any Indian University, or (b) the Education Department of the State of Delhi, or (c) the Board of Higher Secondary Education, Delhi, or (d) any other institution situated within the State of Delhi recognised by the Academic Council as an educational institution for the purposes of this Ordinance by two-thirds of the members present.

(3) A teacher in an educational institution applying for permission to appear at any examination of the University shall submit a certificate in the prescribed form-

- (a) that he has fulfilled the required condition of service, and
- (b) that he has passed previously the examination qualifying him for admission to the course of study prescribed for the examination in which he wishes to appear and that a period which is not less than that which he would have to spend as a regular student to be sent up for such examination has elapsed since he passed the qualifying examination.

(4) Permission to teachers to appear at any examination of the University may be granted only by the Executive Council and any teacher to whom permission is so granted shall be enrolled on the

register of the University on payment of a fee prescribed by the University.

(5) Teacher candidates shall be qualified under this Article to appear only at the following examinations of the University:

B.A.(Pass), B.Com.(Pass), M.A. in all subjects (excepting Psychology, Linguistics, Social Work, Sociology, Economic Statistics, Statistics, Operational Research, Human Geography, Hindustani Music and Karnatak Music and M.Com.).

(6) The conditions for regular students in the Colleges in respect of minimum percentage of marks for admission to the courses of studies for the examinations referred to in the foregoing clause and the limit regarding the number of times a candidate may take any particular examination, shall apply to the teacher candidates.

(7) Notwithstanding anything contained in the foregoing clause a teacher candidate shall not be permitted to offer any papers and options except the papers and the options in which teaching is conducted for regular students in any academic year.

Non-Collegiate Women Candidates

(1) The foregoing provisions of this Ordinance relating to a regular course of study shall not apply to a woman candidate who has been enrolled as a non-collegiate woman student residing within the territorial jurisdiction of the University, and has continued to be a member of the University for the same period as would be required in the case of ordinary students.

(2) Non-Collegiate Women students shall be enrolled and shall be under the general guidance and tutorial supervision of a Standing Committee called "Non-Collegiate Women's Education Board" consisting of one member appointed by the Executive Council, a teacher of the University appointed by the Academic Council, three persons, one of them being a women, with teaching and administrative experience of the education of women, appointed by the Vice-Chancellor, one representative, resident in Delhi, of the Council of All-India Women's Conference and not more than two other members of whom one at least shall be a woman co-opted by the Board at its discretion. The Co-ordinator of the Board shall

be ex-officio Member-Secretary of the Board. The Chairman of the Board shall be appointed by the Vice-Chancellor from among its own members.

The members of the Board shall be appointed for a period of three years and shall be eligible for re-appointment.

(3) Any woman residing within the territorial jurisdiction of the University shall be entitled to be enrolled if she is unable or unwilling for any reason which appears to the Board to be adequate to become a member of a College.

(4) The Board shall keep the roll of non-collegiate women students of the University, shall supervise the course of study of non-collegiate women students, shall satisfy itself that proper arrangements for the purposes of study have been made in the case of all of them and shall make arrangements from time to time for testing the progress made by non-collegiate women in their studies.

(5) A woman who desires to be enrolled as a non-collegiate student shall pay an enrolment fee of Rs. 10/- at the time of enrolment and annual fee prescribed by the University from time to time so long as she remains on the roll.

(6) Permission to take a University examination may be granted only by the Executive Council to a non-collegiate woman student on the recommendation of the Board.

(7) A non-collegiate women student shall not be entitled to continue on the roll unless she continues to reside in the territorial jurisdiction of the University and fulfil all the conditions required by this Article or by any regulation made thereunder.

(8) A non-collegiate woman candidate shall be qualified under this Article to appear only at the following examinations of the University:

B.A. (Pass), B.Com. (Pass), M.A. in all subjects (excepting: Psychology, Linguistics, Social Work, Sociology, Economic' Statistics, Statistics Operational Research, Human Geography Hindustani Music and Karnatak Music and M.Com.).

(9) The conditions for regular students in the Colleges in respect of the minimum percentage of marks for admission to the course and the limit regarding the number of times a candidate may take any particular examination shall apply to the non-collegiate women candidates.

(10) Notwithstanding anything contained in the foregoing clause, a non-collegiate woman candidate shall not be permitted to offer any papers and options except the papers and the options in which teaching is conducted for regular students in any academic year.

External Candidates

6. (1) The foregoing provisions of this Ordinance relating to regular course of study shall not apply to a person residing within the territorial limits to which the powers of the University extend, who has been registered by the University as an 'external candidate' in accordance with the conditions laid down hereinafter for any of its examinations mentioned under sub-clause (2).

(2) (a) Any person who has passed the Senior School Certificate (Class 12) Examination conducted by the Central Board of Secondary Education, New Delhi, or an examination recognised as equivalent thereto and conducted by any other authority established by law and situated within the territorial limits to which the powers of the University extend, and from a School/an Examination Centre (in the case of private candidates) located within the territorial jurisdiction of the University, shall be eligible for enrolment as an external candidate for the B.A. (Pass)/B.Com. (Pass) examination of the University.

(b) Any person who has passed the Senior School Certificate (Class 12) Examination conducted by the Central Board of Secondary Education, New Delhi or an examination recognised as equivalent thereto and conducted by any other authority established by law and situated within the territorial limits to which the powers of the University extend, and from a School an Examination Centre (in the case of private candidates) located within the territorial jurisdiction of the University, shall be eligible for enrolment as an external candidate for the B.A. (Hons.)/B.Com. (Hons.) examination in such subjects as the University may decide, from time to time, subject to his fulfilling such other eligibility requirements as may be prescribed by the University from time to time, for the regular students joining these courses.

(c) Any person who has passed a degree examination of the University of Delhi or an examination recognised as equivalent thereto, conducted by any other authority established by law and situated within the territorial limits to which the powers of the University extend, shall be eligible for enrolment as an external candidate for the M.A. and M.Com., courses in such subjects as the University may decide,

from time to time, subject to his fulfilling such other eligibility requirements as may be prescribed by the University from time to time for regular students joining these courses.

(3) No person shall be admitted to an examination unless a period which is not less than that which he would have spent as a regular student, to be sent up for such examination, has elapsed after he passed the earlier qualifying examination.

(4) Any person seeking to be enrolled as an External Candidate for any of the aforesaid examinations of this University shall be required to apply in the prescribed form accompanied by the following certificates, not later than 31st August of the year preceding the year of examination, in each case; provided that late applications up to 15 days from the last date fixed in each case, in exceptional circumstances to the satisfaction of the Controller of Examinations, on payment of Rs. 2/- per day, may be entertained. No application for circumstances whatsoever shall be entertained after the expiry of the date by which applications could be entertained with penalty:

(a) That he has been residing within the territorial limits to which the powers of the University extend, duly certified by a Magistrate (1st Class) or a Gazetted Officer (1st Class).

(b) Certificate of his having passed the examination qualifying him for admission to the examination in which he wishes to appear together with a statement showing the marks obtained at the qualifying examination.

(c) Certificate of date of birth.

(d) A certificate to the effect that the candidate bears a good character from a teacher of the University or the Head of the Institution last attended by the candidate or a person not below the rank of a Gazetted Officer.

Note : In respect of persons seeking to be enrolled as External Candidates who are placed in compartment after having appeared at the Annual Senior School examination conducted by the Central Board of Secondary Education, New Delhi, in the year preceding the year of examination for which enrolment is sought, the last date for submission of the applications for enrolment as External Candidate will be fixed separately after the publication of the result of the Senior School Compartmental Examination; provided that late applications in respect of persons belonging to this category up to 15 days from the last date fixed in each case in exceptional circumstances to the satisfaction of the Controller of Examinations, on payment of Rs. 2/-

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per day, may be entertained. No application from persons belonging to this category for circumstances whatsoever shall be entertained after the expiry of the date by which applications could be entertained with penalty.

- (5) (a) Each candidate shall be required to pay the following fees*:
- (i) Registration fee (payable at the time of first registration for a three-year degree course) Rs. 60 for the entire course
 - Registration fee (payable at the time of first registration for a two-year M.A./M.Com. degree course) Rs. 40/- for the entire course.
 - (ii) Examination Fee:
 - (a) Rs. 20/- for each Part of the B.A. (Pass)/B.Com. (Pass) Degree Examinations.
 - (b) Rs. 25/- for each Part of the B.A. (Hons.)/B.Com. (Hons.) Degree Examinations.
 - (c) Rs. 35/- for each year of examination for the M.A./M.Com. Degree Examination.
 - (iii) Marks Fee: A fee of Rs. 2/- shall be payable alongwith the examination fee, for supply of statement of marks for each examination.
- (b) Additional Registration Fee:

In addition to the registration fee and other fees payable as aforesaid, an additional registration fee of Rs. 20/- shall be payable by a candidate for each year before 31st August preceding the year of examination, in case he takes the examination subsequent to the first three years of his registration for an Under-graduate course, or subsequent to the first two years of his registration for an M.A. or M.Com. course, as the case may be.

(6) Examination in respect of external candidates shall be held on such dates as may be prescribed by the University from time to time.

(7) All other conditions relating to the minimum age requirements, conditions of admissions to University examination, and grant of degree etc., minimum marks required to pass the examination,

* as prescribed from time to time.

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classification of successful candidates, the limits regarding number of chances a candidate can avail himself of in any particular examination, the period within which a candidate must complete the examination from the date of first registration and such other rules as have been prescribed for the regular students, shall *mutatis-mutandis* apply to those enrolled as external candidates.

(8) Candidates enrolled as external candidates shall submit themselves to the disciplinary jurisdiction of the Vice-Chancellor and the several authorities of the University who may be vested with the authority to exercise disciplinary control under the Act, the Statutes, the Ordinances and the rules that have been framed by the University.

(9) Notwithstanding anything contained in the foregoing clauses external candidates shall be permitted to offer only such subjects or papers or optional papers for an examination as may be determined by the University from time to time.

Officers of a University Established by Law

7. Notwithstanding anything contained in the foregoing provisions of this Ordinance, the Academic Council may, on the motion of the Vice-Chancellor, exempt an officer of a University established by law from the requirement of the normal attendance at lectures otherwise required for eligibility to appear at an examination.

Ord. VIII. Examinations, when held, etc.

1. The Annual Examinations for all Degrees, Diplomas, Certificates of the University shall be held once a year, in the Spring, unless otherwise provided for in any other Ordinance or Appendix thereto or at such other times during the year as may be fixed by the Academic Council in each case:

Provided that a Supplementary examination, in addition to the annual examination, shall be held in the following courses, in the period noted against each:

B.A. (Pass) - Final Year
 B.A. (Vocational Studies) -Final Year
 B.Com. (Pass) -Final Year
 B.Sc. (General) -Final Year
 B.Sc. (Home Science) -III Year
 Diploma in Pharmacy -In the month of June, July every year.

The examinations for Master of Business Administration Course shall be held as under:

M.B.A. Part I: Group A	...	At the end of the Second Term of the first academic year of the Course.
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M.B.A. Part I : Group B	...	At the end of the Third Term of the first academic year of the Course.
M.B.A. Part II :	...	At the end of the Third Term of the second academic year of the Course.

The examination will commence from the dates as may be fixed by the Academic Council from time to time.

2. (1) No candidate may sit for an Examination for the Honours Degree, Master's Degree, Diploma or Certificate more than twice:

Provided that this Clause shall not apply to the following Examinations:

- (1) LL.M.
- (2) M.Ed.
- (3) D.T.C.D.
- (4) M.Sc., M.D., M.S. in the Faculty of Medical Sciences.
- (5) B.A. (Hons.), B.Com. (Hons.), B.Sc. (Hons.), B.A. (Hons.) Music.
- (6) M.A., M.Com., M.Sc.

For the purpose of calculating the number of times a candidate may sit for an Examination under Clause 2(1) above, the examination at which he registered as a candidate but was unable to take either wholly or partly by reason of illness, accident or other grounds certified to in all such cases as an acceptable reason by the Principal of the College or the Head of the Department concerned shall be excluded.

(2) Subject to the provisions of sub-clause (1) above, no person shall be admitted as a candidate for the examinations noted below after the lapse of period specified against each examination:

B.A. (Pass) Part III	Six years after admission to the first year class and five years after admission to the II Year Class.
B.Com. (Pass) Part III	-do-
B.Sc. (General) Part III	Six years after admission to the I Year Class and five years after admission to the II Year Class.
B.Sc. (Hons.) Part III	Five years after admission to the I Year Class and four years after admission to the II Year Class.

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B.Sc. (Hons.) Home Science	Five years after admission to the I Year Class.
B.Sc. (Home Science)	Six years after admission to the I Year Class.
B.A. (Hons.)/B.Com. (Hons.) Part III	Five years after admission to the I Year Class and four years after admission to the II Year Class.
B.A. (Hons.) Music	-do-
Bachelor of Fine Arts (Painting)	} Seven years after admission to the I Year of the Course.
Bachelor of Fine Arts (Sculpture)	
Bachelor of Fine Arts (Applied Art)	
M.Sc., M.D., M.S. in the Faculty of Medical Sciences.	Five years after submission of thesis for the Course.
M.Ch., D.M., in the Faculty of Medical Sciences.	Five years after admission to the I Year of the Course.
M.A. (Final) M.A., M.Com.	Four years after admission to the M.A. (Previous) or M.A. Class, as the case may be.
Master of Business Administration (Full-time).	Four years after admission to the I Year of the Course.
Master of Business Administration (Part-time).	Five years after admission to the I Year of the Course.

3. (1) In respect of B.A. (Pass), B.Com. (Pass), B.Sc. (General), B.A. (Hons.), B.Com. (Hons.), B.Sc. (Hons.), B.A. (Hons.) Music, M.A., M.Sc. and M.Com. courses, (except under the conditions specified in the relevant Appendices), no one will be allowed to proceed to the next higher class unless he has passed the examination/s held 'during and/or at the end of the preceding year.

(2) The name of a student shall not be borne on the rolls of M.Sc. Class for more than four years from the year of admission to the M.Sc. Previous Course to the University.

4. Save in the case of candidates placed under Compartment under Ordinance IX and those otherwise covered by the relevant Appendices a candidate for any of the examinations who fails to pass or fails for good reasons to appear at the examination may be admitted to the examination again after a further period of at least one academic year on the following conditions:

- (a) In the case of the following examinations either after a further regular course of study in a College or the University or on his being enrolled as an ex-student under conditions laid down for ex-students in Appendix IV :

Pre-Medical
 B.A. (Pass) Part I
 B.A. (Pass) Part II
 B.A. (Pass) Part III
 B.A. (Vocational Studies) Part I
 B.A. (Vocational Studies) Part II
 B.A. (Vocational Studies) Part III
 B.Com. (Pass) Part I
 B.Com. (Pass) Part II
 B.Com. (Pass) Part III
 B.Sc. (General) Part I
 B.Sc. (General) Part II
 B.Sc. (General) Part III
 B.A. (Honours)/B.A. (Hons.) Music Part I
 B.A. (Honours)/B.A. (Hons.) Music Part II
 B.A. (Honours)/B.A. (Hons.) Music Part III
 B.Com. (Honours) Part I
 B.Com. (Honours) Part II
 B.Com. (Honours) Part III
 B.Sc. (Honours) Part I
 B.Sc. (Honours) Part II
 B.Sc. (Honours) Part III
 M.A.
 M.A. (Previous)/(Final)
 M.Sc. (Previous)/(Final) Mathematics/Operational
 Research/Statistics
 M.Sc. (Faculty of Science)
 B.Ed./M.Ed.
 Bachelor of Library Science
 Master of Library & Information Science
 Diploma in Russian (General)
 Diploma in French (General)
 Russian Translators' Certificate
 Advanced Diploma in French
 Advanced Diploma in German
 Advanced Diploma in Modern Arabic
 Advanced Diploma in Modern Persian
 Diploma in Tourism

Diploma in Book-Publishing
 Diploma in Hindi
 Diploma in Urdu
 Diploma in Pali Language and Literature
 Diploma in Modern Arabic
 Advanced Diploma in Applied Linguistics
 Diploma in Tibetan Language and Culture
 Diploma in Panjabi
 Diploma in Bengali
 Certificate in Chinese Language
 Diploma in Chinese Language
 Advanced Diploma in Chinese Language
 One-year Intensive Advanced Diploma in Chinese Language
 Post-Intensive Advanced Diploma Course in Chinese Language
 Diploma in Japanese Language
 Advanced Diploma in Japanese Language
 One-year Intensive Advanced Diploma in Japanese Language
 Post-Intensive Advanced Diploma Course in Japanese Language
 Diploma in Hindi for Foreign and non-Hindi knowing Indian
 students.
 Two-Year Diploma Course in Urdu for foreign and non-Urdu
 knowing Indian students.
 One-Year Post-M.A. Diploma Course in Urdu Paleography
 One-Year Post-M.A. Diploma Course in Linguistics
 Diploma in Tuberculosis and Chest Diseases
 Sangeet Shiromani (Diploma Course in Hindustani and Karnatak
 Music).
 Diploma in Child Health
 Diploma in Anaesthesia
 Diploma in Radiation Medicine
 Certificate in German
 Certificate in Italian
 Certificate in Romanian
 Certificate in Tamil
 Certificate in Telugu
 Certificate in Kannada
 Certificate in Malayalam .
 Certificate in Marathi
 Certificate in Gujarati
 Certificate in Translation (English-Hindi)
 Certificate in Hindi
 Certificate in Urdu
 Certificate in Pali Language and Literature
 Certificate in Modern Arabic
 One-Year Certificate Course in Urdu for Foreign and non-Urdu
 knowing Indian students.
 Certificate in Bengali
 M.Sc., M.D., M.S. (Faculty of Medical Sciences)
 Certificate in Polish Language
 Certificate in Statistics and Operational Research

M.Phil. (English)
 M.Phil. (other subjects)
 Master of Business Administration.

Provided that in case of B.Sc. (Genl.) and B.Sc. (Hons.) (Main/ Subsidiary Subject) and M.Sc. Examination candidates who have already secured the minimum pass marks in the practical paper/s and/or Dissertation/ Project Report/Field Work at a previous examination shall not be allowed to reappear in the Practical Paper/s and/or Dissertation/Project Report/ Field Work Report, as the case may be.

(b) In case of the following examinations, after a further regular course of study in the University or the College:

B.Sc. (Hons.) in Nursing
 M.B., B.S.
 B.D.S.
 B.E.
 M. Nursing.

Temporary Ordinance VIII-A-Deleted.

Ord. VIII-B. Transitory Provisions-Deleted

Temporary Ordinance VIII-C & VIII-D-Deleted.

Ord. VIII-E- 'Internal Assessment'

- (1) (i) The scheme for Internal Assessment shall be followed in the regular stream only, with exclusions as per the Appendix, and shall be applicable to the students admitted from the academic session 2003-04 onwards (i.e. to begin with for the first year students) in both undergraduate and post-graduate degree courses. This scheme of Internal Assessment shall not be applicable to the School of Correspondence Course and Continuing Education, Non-Collegiate Women's Education Board and Non-Formal Education Cell (formerly External Candidates Cell). The specific Ordinances pertaining to schemes of examinations of various courses shall stand amended, *mutatis mutandis*, to the extent of internal assessment as laid down in this Ordinance, subject to exclusions referred to above.
- (ii) Internal Assessment marks shall be shown separately in the Marks Sheet issued by the University and these marks shall be added to the annual/semester examination marks for determining the division of the student.
- (2) 25% of the maximum marks in each paper in undergraduate courses shall be assigned for Internal Assessment and the remaining 75% marks for the annual/semester University Examination; the time duration and other modalities of the annual/semester Examination with respect to this 75% component shall remain as per existing schemes of examination for various undergraduate courses.
- (i) (a) There shall be 10% weightage assigned to House Examinations to be conducted by each college, for all subjects in Pass course and B.Sc. (General) and all papers of the main Subject in Honours courses.
- (b) The duration of each paper in the House Examination shall be the same as the duration in the University Examination. The maximum marks for each paper of the House Examination shall be 100 or the same as the maximum marks in the corresponding University Examination.
- (c) The University reserves the right to scrutinize some or all the scripts of any paper in any course in a College during the period of retention of papers, Which duration shall be till declaration of results by the University, a copy of the question paper shall be sent to the Examination Branch of the University and the College shall maintain a proper record of the question papers of the House Examination.

INTERNAL ASSESSMENT

- (ii)(a) Each student shall be assessed on the basis of written assignments/tutorials as well as on the basis of project reports/term papers/seminars. There shall be 10% weightage for such written assignment; and project reports/presentations/term papers/seminars. Each student shall be given at least one written assignment per paper in each term, subject to a maximum of 12 written assignments per year for all the papers taken together.
- (b) Where the maximum marks in a paper are less than 100, for example 50 marks, the nature of written assignments/tutorial work shall stand adjusted *pari passu*.
- (iii) There shall be 5% weightage for regularity in attending lectures and tutorials, and the credit for regularity in each paper, based on attendance, shall be as follows :
- | | | |
|---------------------------------|---|---------|
| More than 67% but less than 70% | - | 1 mark |
| 70% or more but less than 75% | - | 2 marks |
| 75% or more but less than 80% | - | 3 marks |
| 80% or more but less than 85% | - | 4 marks |
| 85% and above | - | 5 marks |
- [Medical certificates shall be excluded while calculating credit towards marks to be awarded for regularity, though such certificates shall continue to be taken into account for the purpose of calculating eligibility to appear for examinations as per the existing provisions of Ordinance VII.2.9.(a)(ii).]
- (iv) There shall be a Moderation Committee for Internal Assessment in each College, discipline-wise, which shall comprise of the senior most teacher in the department, the teacher-in-charge of the department and the previous teacher-in-charge of the department: provided that if, for any reason, the membership of the Committee falls below 3, the Principal of the college shall nominate suitable members from among the teachers of that department/college to fill the vacancies.
- (3) With the introduction of Internal Assessment, the maximum marks for the University Examination in each paper shall stand reduced accordingly.
- (4) The promotion criteria shall be as per the existing Ordinances for University Examinations, as applicable to respective courses. In addition, the same criteria shall apply to the total of the University Examination and the Internal Assessment, taken together.

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- (5) (i) There shall be a Monitoring Committee for Internal Assessment at the University level consisting of the Dean of Colleges as the Chairperson along with three other Deans one of whom shall be a member of the Executive Council, and the Controller of Examinations as Member-Secretary. The Committee shall monitor the receipt of Internal Assessment marks from various colleges and ensure timely compliance. If a College fails to submit the Internal Assessment marks in time, the University shall not declare the result for such a course in that College. The responsibility for non-declaration of the result of any course in the college in such circumstances will be solely that of the college.
- (ii) There shall be a Monitoring Committee for Internal Assessment in every College, which shall be chaired by the Principal of the College and will be made up of the Vice-Principal (and in case there is no Vice-Principal, the Bursar), Secretary Staff Council, and two senior faculty members to be nominated by the Principal. This Committee shall be responsible for the entire process of Internal Assessment in the College, including redressal of grievances, if any.
6. (i) In the case of students who repeat one or more paper(s), or all papers of Part I or Part II or Part III, the Internal Assessment marks shall be carried forward.
- (ii) In the following special cases, in lieu of Internal Assessment, students shall be awarded marks (for the previous years' papers) in the same proportion as the marks obtained in that paper in the University Examination :
- (a) Students who migrate from other Universities to the University of Delhi in the IInd Year;
 - (b) Students who fail in the Part I Examination of Honours Courses and join Pass/General Courses in the IInd year; and
 - (c) Students who transfer from 1st year Pass/General Courses to Honours Courses in the 2nd year.
- (iii) Students who migrate from non-formal streams in the University of Delhi (i.e. School of Correspondence Courses and Continuing Education, Non-Collegiate Women's Education Board and Non-Formal Education Cell, formerly External Candidates Cell) to the Regular stream and vice versa, shall carry as such the marks obtained in the preceding year(s).

INTERNAL ASSESSMENT

7. Tutorials shall be held regularly for the post-graduate courses of the University by the concerned Department in cooperation with Colleges; and at least 25% marks shall be assigned for Internal Assessment in each paper of the post-graduate courses. The Internal Assessment in the post-graduate courses may be based on regularity and attendance; class tests and house examination; and written assignments, projects/term papers/seminars/field-work. Post-graduate courses where the weightage of Internal Assessment is 25 per cent or more, Departments may continue with the existing schemes.
8. In the case of a student who is selected as a member of the N.C.C. to participate in the annual N.C.C. Camps or is deputed to undertake Civil Defence work and allied duties, or in the case of a student who is enrolled in the National Service Scheme and is deputed to various public assignments by or with the approval of the Head of the institution concerned, or a student who is selected to participate in sports or other activities organized by the Inter-University Board or in national or international fixtures in games and sports approved by the Vice-Chancellor, or a student who is required to represent the University at the Inter-University Youth Festival, or a student who is required to participate in periodical training in the Territorial Army, or a student who is deputed by the College to take part in Inter-College sports, fixtures, debates, seminars, symposia or social work projects, or a student who is required to represent the College concerned in debates and other extra-curricular activities held in other Universities or such other activities approved by the Vice-Chancellor, the following provision will apply :
 - (i) A student in the categories listed above, will have to fulfil the requirement of written assignments and projects/term papers/seminars/field-work with the flexibility, however, that he/she may, if necessary, be allowed additional time for submission of written assignments.
 - (ii) A student in the categories listed above, who is unable to write the House Examination on account of his/her participation in such aforesaid activities, may be assessed by the College through an alternative mode in lieu of the House Examination. This may be done only in exceptional circumstances.

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- (iii) A student in the categories listed above, will get the benefit of attendance for Internal Assessment for the classes missed as per the existing provisions of Ordinance VII.2.(9)(a)(i).
- (9) (i) The University reserves the right to review, and if necessary moderate the marks in Internal Assessment in any paper/papers in any College/Department.
- (ii) The respective University Moderation Committees in each subject shall moderate, if necessary, the Internal Assessment marks across Colleges.

Appendix to Ordinance VIII-E

List of Exclusions

1. Faculties (All courses)
 - (a) Medical Sciences
 - (b) Technology
 - (c) Management Studies
 - (d) Education (except B.A. Pass in Education)
 - (e) Law
 - (f) Ayurvedic & Unani Medicine
2. **Departments (All Courses)**
 - (a) Department of Nursing - Faculty of Sciences
 - (b) Department of Fine Arts - Faculty of Music
 - (c) Department of Pharmacy - Faculty of Science
 - (d) Department of Home Science - Faculty of Science
3. **Degree Courses**
 - (a) B. Sc. (H) Bio-Medical Sciences
 - (b) B.Sc. (H) Physiotherapy
 - (c) B.A.(H) Journalism
 - (d) B.A. (H) Mass Media & Communications.

Ord. IX. Classification of Results

1. The results at the various University examinations shall be classified as set out in Appendix V to these Ordinances.

2. (1) Any candidate who has "Obtained the requisite percentage of marks for passing the final examination for a degree, but has not passed, or otherwise has not been exempted from the Compulsory Test in Hindi, may be admitted to a Supplementary Examination to be held in September in the same year or at a subsequent examination and if he passes the Compulsory Test in Hindi he shall be declared to have passed the degree examination in that year.

(2) (a) Any candidate for the Part III Examination of the B.A. (Pass) Course who has cleared the Part I and Part II Examinations and who has obtained not less than 40 per cent of the aggregate marks but has failed in one subject only obtaining not less than 25 per cent of marks in that subject may be admitted to a Compartmental Examination in that subject only, or if he fails to pass or fails to present himself at the compartmental examination, then at the next examination, on payment on each occasion of the same fees as are prescribed for the B.A. (Pass) Part III Examination; and he shall be declared to have passed the B.A. (Pass) Part III Examination in the year in which he successfully completes his examination, if he secures in that subject the same percentage of marks as is required for passing the examination.

(b) Any candidate for the Part III Examination of the B.Com. (Pass) Course who has cleared the Part I and Part II Examinations and who has obtained not less than 40 per cent of the aggregate marks but has failed in one Group only obtaining not less than 25 per cent of the marks in that Group may be admitted to Compartmental Examination in that Group only, or if he fails to pass or fails to present himself, at the Compartmental Examination then at the next examination on payment on each occasion of the same fees as are prescribed for the B.Com. (Pass) Part III Examination and he shall be declared to have passed the B.Com. (Pass) Examination in the year in which he successfully completes his examination, if he secures in that subject the same percentage of marks as is required for passing the examination.

(c) Any candidate for the Part III Examination of the B.Sc. (General) Course who has cleared the Part I and Part II Examinations and who has obtained not less than 40% of the aggregate marks in the three Science subjects of Group 'B' but has failed in one subject only obtaining not less than 25 per cent of the marks in that subject (theory and practical combined) may be admitted to a Compartmental Examination in that subject only, or if he fails to pass or fails to present himself at the Compartmental Examination, then at the next

examination, on payment on each occasion of the same fees as are prescribed for the B.Sc. (General) Part III Examination; and he shall be declared to have passed the B.Sc. (General) Part III examination in the year in which he successfully completes his examination, if he secures in that subject the same percentage of marks as is required for passing the examination.

(d) Any candidate for the Part III Examination of the B.A. (Vocational Studies) Course who has cleared the Part I and Part II Examinations and who has obtained not less than 36 per. cent of the aggregate marks but has failed in one subject only obtaining not less than 25 per cent of marks in that subject may be admitted to a Compartmental Examination in that,subject only, or if he fails to pass or fails to present himself at the Compartmental Examination, then at the next examination, on payment on each occasion of the same fees as are prescribed for the B.A. (Vocational Studies) Part III Examination; and he shall be declared to have passed the B.A. (Vocational Studies) Part III Examination in the year in which he successfully completes his examination, if he secures in the subject the same percentage of marks as is required for passing the examination.

Note: (i) Candidates shall not be placed in Compartment on the results of the Part I and Part II Examinations of the B.A. (Pass), B.A. (Vocational Studies), B.Com. (Pass) and B.Sc. (General) Courses.

(ii) The Compartmental Examination for B.A. (Pass)/B.A. (Vocational Studies)/B.Com. (Pass)/B.Sc. (General) Part III Examination shall be the same as for and be held alongwith either the Supplementary or the Annual B.A. (Pass)/B.A. (Vocational Studies)/B.Com. (Pass)/B.Sc. (General) Part III Examination. A candidate placed in Compartment at the Annual Examination may be allowed to complete the examination either at the following Supplementary Examination or the Annual Examination immediately thereafter, and a candidate placed in Compartment in the Supplementary Examination may complete the examination either at the following Annual Examination or at the Supplementary Examination immediately thereafter.

(3) A candidate to whom this concession is granted at the Annual Examination may be allowed, subject to the Ordinances, to read for the Master's Degree except in the subject in which he is placed in Compartment, but if he fails to pass or fails to appear in the Compartmental Examination, he shall not be permitted to continue to read for the Master's Degree.

(4) A candidate who completes his examination under the provisions of this Article shall not be entitled to any scholarships or other University distinctions.

3. (1) A candidate for the B.A. (Hons.)/B.Com. (Hons.) Part III Examination who has passed in the Subsidiary subjects and has failed in the main subject, but has secured in the latter not less than 33 per cent marks in the aggregate (Part I, Part II and Part III combined) shall be granted a B.A. (Pass)/B.Com. (Pass) Degree without division.

A candidate for the B.Sc. (Hons.) Part III Examination who has passed in all the Subsidiary and Qualifying subjects and has failed in the Main subject, but has secured in the latter not less than 36 percent marks separately in the aggregate of written papers and in the aggregate of practical examinations (Parts I, II and III combined) shall be granted a B.Sc. (General) Degree without Division.

(2) If a B.A. (Hons.)/B.Com. (Hons.)/B.Sc. (Hons.) student having completed his course of study, fails to obtain either an Honours or a Pass/ (General) Degree, he may be allowed to take examination in all the papers of the Part I, Part II and Part III Examinations of the B.A. (Pass)/B.Com. (Pass)/B.Sc. (General) Course after one year of further study:

Provided that the Academic Council may, in very special cases, relax wholly or in part the requirement of undergoing the one year course of further study.

4. Members of the University who hold Pass Degree and desire to take an Honours Degree may be admitted to the second year Honours Course in the subject of their choice which must be one of those taken for the Pass Degree and qualify by a regular course of study for one academic year to appear at the Part I and Part II Examinations (Simultaneously) in Honours and for another academic year thereafter to appear at the Part III Examination in Honours:

Provided that candidates who have been awarded a B.A. (Pass)/B.Com. (Pass)/B.Sc. (General) Degree on the result of the B.A. (Hons.)/B.Com. (Hons.)/B.Sc. (Hons.) Examination under provision of Article 4 shall be permitted to reappear at the Part III Examination of the main subject only, on their being enrolled as ex-students, if otherwise eligible:

Provided further that in the case of candidates who appear at the Honours Examination under the above proviso will be exempted from appearing in the Subsidiary/Qualifying subjects provided under each main subject in the scheme of examination, if they had offered and passed in the same subjects at the B.A. (Pass)/B.Com. (Pass)/B.Sc. (General) Examination.

5. No candidate who obtains an Honours Degree after appearing at a Compartmental Examination as provided in Article 3 above shall be entitled to any University scholarships or other distinctions.

6. Candidates who have been granted an Honours Degree after one course of study, may, after pursuing a further course of study, approved by the Dean, for not less than two academic years, be admitted to the examination of any other Honours course Part I and II examination simultaneously at the end of the second academic year and Part III Examination at the end of the third academic year but shall be required to take the papers in the main subject only of the Second Honours course and not in any Subsidiary subject except in the case of B.Sc. (Honours) Courses where the candidates shall be required to take the papers in the main subject as well as in such of the Subsidiary subjects for the second Honours Course which they had not offered for the first Honours Course, either as main subject or as one of the Subsidiary subjects.

Ord. X. General Rules for Examinations

1. Applications for admission to University examinations shall be made in the prescribed form and forwarded to the Registrar through the Principal of the College or where instruction is imparted exclusively by the University, through the Dean of the Faculty concerned:

Provided that teachers and non-collegiate women candidates shall apply direct to the Registrar in the manner hereinafter prescribed.

2. While forwarding the applications for admission to various examinations to be held in any year the Principal of the College or the Head of the Department or the Dean of the Faculty concerned, as the case may be, shall be required to 'certify in respect of each applicant as follows:

“that the candidate has satisfied himself by the production of a certificate of a competent authority that he has passed the examination which qualifies him for admission to the examination.”

The Controller of Examinations shall send the admission tickets of all the candidates, whose applications for admission to the various examinations have been received by the Principal of the College or the Head of the Department or the Dean of the Faculty concerned, as the case may be, for delivery to the candidates concerned. Before delivering the admission ticket to each candidate the Principal of the College or the Head of the Department or the Dean of the Faculty concerned, as the case may be, shall satisfy himself that the candidate concerned has put in the requisite attendance at lectures etc. as laid down in the Ordinances of the University and is otherwise eligible to appear

at the respective examination. The admission tickets in respect of candidates who have not fulfilled the attendance requirements or are otherwise not eligible to appear at the examination shall not be delivered to them and shall be returned to the Controller of Examinations together with a statement showing the detailed attendance position and/or other facts in each case.

Provided that if practical examination in any subject is held before the examination in theory papers, it shall not be necessary for the Controller of Examinations, in respect of candidates who are pursuing a regular course of study, to send Admission Tickets to enable them to take such practical examination, and it shall suffice if he sends a list containing the roll numbers of such candidates to the Principal of the College or the Head of the Department or the Dean of the Faculty, as the case may be, for being put up on the notice board of the Institution concerned to enable such candidates to take their examination on the basis of the roll numbers assigned to them. Such candidates shall take the practical examination provisionally subject to their being issued Admission Tickets later in terms of the foregoing provision.

3. Teacher candidates and non-collegiate women candidates shall apply direct to the Registrar for admission to examinations in the manner prescribed. but shall not be admitted to any examination before the expiry of the same number of years after they have passed the examination which qualifies them to seek such admission as in the case of regular students.

4. (1) Application for admission to examinations shall be accompanied by the prescribed fees.

(2) A candidate who from sickness or other cause is unable to present himself for any examination shall not be entitled to claim a refund of his fees, but the Executive Council may for sufficient cause permit the candidate to present himself at the next ensuing examination without payment of a further fee.

5. (1) Subject to the provisions contained in Clause 2 above every candidate whose application has been accepted by the University for admission to an examination shall be given an admission ticket showing the name of the candidate and the roll number assigned to him for admission to the examination.

(2) The ticket shall be sent in the case of a college student to the Principal of the College who will give it to the candidate after obtaining his signature on the ticket.

(3) In the case of other candidates the tickets shall be issued by the Registrar after obtaining their signatures in the same way.

6. A candidate may not be admitted into the examination hall, if he fails to present to the officer-in-charge of the examination his admission ticket or to satisfy the officer that it will be produced within a reasonable time.

7. The Officer-in-Charge of the examination shall have power to call upon any candidate appearing at an examination to give a specimen signature for purpose of identification.

8. Permission to appear at a University examination may be withdrawn before or during the course of the examination for conduct which, in the opinion of the Vice-Chancellor, justifies the candidate's exclusion.

9. If a candidate for any University examination owes any money to the University or his College on any account and fails to pay the money, or has borrowed or has in his possession any book, apparatus, or other property belonging to the University or his College, or any kit supplied by the N.C.C. and fails to return the same, the Vice-Chancellor may withhold or authorise the withholding of the admission ticket of the candidate, or, if the admission ticket has already been issued suspend the order of admission till all such money has been paid or such property returned by the candidate.

In the case of a College student, the Vice-Chancellor shall exercise this power after a reference to the Principal of the College concerned.

10. Notwithstanding anything contained expressly or impliedly in these rules, the Vice-Chancellor may, on being satisfied after such enquiry as he may deem fit, withdraw retrospectively, prior to the publication of the final result of a candidate in a course, the permission granted to such candidate to pursue that course or to appear at a University examination in relation thereto, on the ground that or cancel the result of such candidate, if it comes to his notice, within 4 months of the publication of the said final result that:

- (i) the candidate was ineligible for admission to the course but was wrongly admitted, or
- (ii) the candidate was ineligible to take the examination on account of shortage of attendance but was permitted to do so by some mistake or some other unavoidable reason, or
- (iii) a discrepancy was found in the attendance record on account of which the candidate who had taken the examination was in fact ineligible, or
- (iv) a discrepancy was discovered in the award of marks etc. which rendered that result of the candidate liable to be cancelled to his disadvantage.

DISORDERLY CONDUCT IN EXAMINATION

Provided that no such action shall be taken by the Vice- Chancellor without giving an opportunity to the concerned candidate to show cause against the proposed action and provided further that such action shall require the confirmation of the Academic Council.

11. Subject to the provisions of the Act, the Statutes and the Ordinances, the regulations may provide for all other matters relating to conduct of examinations including those concerning examination committees, tabulation of marks and results, fee for re-checking examination results and for the supply of marks, dates for submission of examination forms, directions to candidates for examinations, directions to superintendents of examinations and duties of invigilators.

Ord. X-A. Disorderly conduct and use of unfair means in examination.

1. For the purposes of this Ordinance-

- (a) Examination means an examination conducted by the University of Delhi;
- (b) The year means the academic year;
- (c) Candidate includes an examinee taking any examination in a particular year and, wherever the context so permits, every student on the rolls of the University or of a recognized College or Institution;
- (d) The use of dishonest or unfair means in the examination' includes:
 - (i) assisting in any manner whatsoever any other candidate in answering the question paper during the course of the examination;
 - (ii) taking assistance from any other candidate or any other person or from any book, paper, notes or other material in answering the question paper during the course of the examination;
 - (iii) carrying into the examination room any book, paper, notes, or other material whatsoever likely to be used directly or indirectly by the candidate in connection with the examination;
 - (iv) smuggling in an answer book or a continuation sheet;
 - (v) taking out or arranging to send out an answer book or its any page or a continuation sheet;
 - (vi) replacing or getting replaced an answer book or its any page or continuation sheet during or after the examination;
 - (vii) getting impersonated by any person in examination;

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- (viii) deliberately disclosing one's identity or making any distinctive mark in the answer book for that purpose;
 - (ix) communicating with or talking to any other candidate or unauthorised person in or around the examination room during the course of the examination;
 - (x) communicating or attempting to communicate directly or through a relative, guardian and friend with an examiner with the object of influencing him in the award of marks;
- (e) Disorderly conduct in the examination includes:
- (i) misbehaviour in connection with the examination, with the Superintendent, the Invigilator on duty or the other staff working at the Examination Centre, or with any other candidate, in or around the examination centre, before, during or after the examination hour;
 - (ii) leaving the examination room before the expiry of half an hour or without handing over the answer book to the Invigilator-in-charge or without signing the attendance sheet;
 - (iii) intentionally tearing off the answer book or a part thereof or a continuation sheet;
 - (iv) disturbing or disrupting the examination;
 - (v) inciting others to leave the examination room or to disturb or disrupt the examination;
 - (vi) carrying into the examination centre any weapon of offence.

2. No candidate shall make use of any dishonest or unfair means or indulge in disorderly conduct in the examination.

3. A candidate found guilty of the use of dishonest or unfair means or disorderly conduct in the examination may be disqualified from passing the examination for which he was a candidate, and may, in addition, be debarred from appearing at any future examination of the University for a further period to be stated or be expelled from the University and declared not a fit and proper person to be admitted to any further examination of the University.

4. (a) Any candidate who, in the opinion of the Invigilator on duty or the Examiner conducting a practical or oral examination or the Superintendent of the Examination Centre, contravenes or is suspected of contravening the provisions of clause 2 in the examination room, shall be forthwith challenged by such Invigilator, Examiner or Superintendent who shall ask for a signed statement from the candidate.

DISORDERLY CONDUCT IN EXAMINATION

The candidate may be subjected to a search of his person to recover any incriminating material from him by the examination staff on duty.

(b) Without prejudice to the provision contained in sub-clause (a) above the Superintendent of an Examination Centre or the Examiner conducting practical or oral examination shall also have the power to expel a candidate who in his opinion, has contravened the provisions of clause 2, from the examination centre for the remaining duration of the paper.

5. (a) The Superintendent of the Examination Centre or the Examiner or any Officer of the University, as the case may be, shall report in writing to the Controller of Examinations the case of every student who has contravened the provision of clause 2.

(b) The reporting authority shall give full facts of the case in his report and forward with it the statements, if any, made on the occasion by the candidate and the Invigilator on duty and papers, books and other material recovered from the candidate, if any.

6. There shall be one or more Examination Disciplinary Committees. Each such Committee, hereinafter referred to as the Examination Disciplinary Committee shall be constituted as under :

- (a) On the recommendation of the Vice-Chancellor the Executive Council shall, at the beginning of each year, draw up a panel of teachers of the University to be nominated on the Examination Disciplinary Committee.
- (b) Each Examination Disciplinary Committee shall comprise of two teachers to be nominated by the Vice-Chancellor from amongst the panel, one of them being of the status of at least a Reader.
- (c) The Controller of Examinations or any person authorised by him, of the rank of not less than an Assistant Controller of Examinations, will function as non-member Secretary of the Examination Disciplinary Committee.

7. The Vice-Chancellor shall determine from time to time the number of Examination Disciplinary Committees.

8. (a) The Controller of Examinations or any person authorised by him in this behalf shall communicate to the candidate, in respect of whom a report has been received pursuant to clause 5(a), the precise nature of allegations against him and shall require him to furnish his written explanation within a stipulated period.

(b) On receipt of the explanation from the candidate or on the expiry of the period stipulated for submitting explanation if no explanation is received from him the Vice-Chancellor shall assign his

ORDINANCE X-A

case for consideration to the Examination Disciplinary Committee and, where there are more Committees than one, such Examination Disciplinary Committee as he may deem fit.

9. After considering all the material on record including the explanation, if any, submitted by the candidate, the Examination Disciplinary Committee if satisfied that the candidate is guilty of the use of dishonest or unfair means or disorderly conduct in the examination, shall recommend to the Executive Council the punishment that may be imposed on the candidate under clause 3 according to the nature of the offence.

10. The Executive Council may, after considering the report, of the Examination Disciplinary Committee take such action against the candidate under clause 3 as it may deem fit.

11. A candidate on whom any punishment has been imposed under clause 3 may, within 30 days from the date of the receipt of the communication in that behalf, make a representation to the Vice-Chancellor for review of his case and the Vice-Chancellor, if satisfied that the case is fit for reconsideration, refer the same to the Executive Council. The Executive Council may thereupon review the case and pass such orders as it may consider fit.

12. In the case of a candidate who has been expelled from the University in terms of provisions of Clause 3, the Executive Council may, on the recommendation of the Vice-Chancellor, on the expiry of three years after such expulsion including the examination in connection with which he was punished, exempt a candidate from further operation of the punishment awarded.

13. If within four months of the publication of the results, it is brought to the notice of the Controller of Examinations that a candidate was guilty of the use of dishonest or unfair means at the examination in respect of which his result was declared, the provisions of this Ordinance shall apply *mutatis mutandis* to the case of such a candidate provided that before imposing any penalty including the penalty of cancellation of his result, he shall be given another opportunity, to show cause against the proposed punishment and his explanation, if any, shall be considered by the Executive Council.

13. A. A candidate against whom an enquiry is pending about his allegedly having resorted to the use of dishonest or unfair means or disorderly conduct in the examination or against whom action is initiated under the provisions of the preceding clause shall, if he takes or has taken any subsequent examination, be deemed to have been only provisionally admitted to that subsequent examination. That examination will stand cancelled and his result thereof would not be declared if on account of the punishment imposed on him as a result of

the said enquiry or action, he would not have been entitled to take that examination but for his provisional admission thereto.

14. If a person, not otherwise covered by these provisions, is found guilty of having impersonated a candidate or of having written, outside the examination hall, an answer book or its any page or a continuation sheet which he knows or has reason to believe will be smuggled into the examination hall for the benefit of any candidate, or of having managed otherwise to replace the answer book or its any page of the candidate after the examination, he shall be disqualified from appearing in any University examination for a period to be stated. The provisions of this Ordinance relating to the manner of imposition of penalty shall, in so far as they may be applicable, apply to the case of . such a person.

Ord. X-B. Withholding Conferment of any Degree/Diploma or Award of any Certificate.

Notwithstanding anything contained in Ordinance X-A or in any other Ordinance, the Executive Council may, on the recommendation of the Vice-Chancellor, by a resolution passed with the concurrence of not less than two thirds of the members voting, withhold for such period as they may deem fit, conferment of any Degree/Diploma or Award of any Certificate to any successful candidate at an examination of the University, for reasons, which, in their opinion, justify such withholding e.g., unruly or disorderly conduct, or violence on the campus or in a College, or conviction for an offence involving violence or moral turpitude.

Ord. X-C. Permissive Provisions

The Academic Council may, in exceptional cases grant exemption from the operation of any of the Ordinances governing admission of students, migration, the courses to be pursued by them, attendance at lectures or sessional or other work or the examination of candidates and authorise what is proper to be done instead in such cases, provided that no such exemption and authority shall be deemed to have been granted unless not less than two-thirds of the members present of the Academic Council voted in favour of the motion for such exemption and authority made by, or with the written authority of the Vice-Chancellor; and

Provided further that this two-thirds majority voting for the exemption should not be less than half the total strength of the Academic Council at the time.

OF THE TEACHING STAFF

Ord. XI. University Appointed Teachers

1. Teachers appointed by the University shall be in the following grades, that is to say, Professors, Readers and Lecturers in so far as they take part in the teaching of the University and shall, except in the case of re-employed teachers, be paid salaries on such scales as the Executive Council may, from time to time, determine.

2. The conditions of service of teachers appointed by the University shall be those embodied in the Agreement of Service annexed hereto or, an Agreement substantially to like effect, and every teacher shall sign the Agreement before he enters upon his duties or as soon as possible thereafter.

3. A teacher shall be entitled to leave, leave salary, allowances, Provident Fund benefits, as prescribed in this behalf, by the University from time to time.

4. (1) Subject to the provisions of clauses 6, 7 and 8 of the Agreement of Service, a person appointed as a permanent teacher of the University shall be entitled to be in the service of the University until he completes the age of sixty two.

(2) The Executive Council may, on the recommendation of the Vice-Chancellor, re-employ any distinguished teacher after he/she has attained the age of sixty two years for a period not exceeding 3 years on the whole but not beyond his/her completing the age of 65 years if the Council is satisfied that the services of such teacher are required in the interest of the University.

(3) Subject to the Provisions of Sub-Clause (2), the terms and conditions of service of a re-employed teacher including his salary and other benefits admissible to him (except leave) will be in accordance with the rules prescribed by the Govt. of India from time to time.

5. No teacher shall ordinarily be appointed by the University on probation for a longer period than twelve months, but in no case it shall exceed two years.

6. A teacher may, wherever and whenever necessary, be required to participate in the teaching of Day as well as Night Classes. Provided that the provision of this clause will not be applicable to teachers appointed before this clause came into force.

7. Retired Teacher attached with the University under the University Grants Commission's scheme of Utilization of Services of Retired Teachers, Pool-Officers of C.S.I.R. and Research Associates/Fellows and such other categories of persons, may from time to time be assigned by the Vice-Chancellor, on the recommendation of the Head of the Department concerned, to participate in teaching as casual teachers. All such teaching will be deemed to be recognised teaching under the control of the Academic Council.

UNIVERSITY APPOINTED TEACHERS

8. (1) All posts of teachers shall be filled after advertisement and by open recruitment save in cases specified in the second proviso to clause 2(i) of Statute 6 or in respect of posts appointment to which may be required to be made urgently in the interest of organisation of teaching in the departments concerned for a period not exceeding one year.

Provided that the University may appoint Professor and Readers under the Merit Promotion Schemes as accepted by the Executive Council in accordance with the eligibility conditions under the relevant scheme.

Provided further that the University may also promote Lecturers to Lecturers in Senior Scale/Lecturers in Reader's Grade (Selection Grade) under the Merit Promotion Schemes as accepted by the Executive Council in accordance with the eligibility conditions under the relevant scheme.

8.(1-A) (a) The Selection Committee for recommending promotion of Lecturer in Senior Scale under the relevant Merit Promotion Scheme, shall consist of the following :

1. Vice-Chancellor/Pro-Vice-Chancellor (Chairman);
2. Dean of the Faculty concerned;
3. Head of the Department concerned;
4. Two members of the University Department in the subject concerned from amongst the Professors and Readers to be nominated by the Vice-Chancellor out of the panel drawn by the Department and approved by the Academic Council.

In case of non-availability of any internal experts the Vice-Chancellor may nominate external experts.

Note : (1) At least 4 persons present at the meeting including the Chairman and at least two persons from categories 3 and 4 shall form the quorum.

(2) The Selection Committee may at their discretion, require any candidate to appear for interview.

Provided that the Selection Committee for recommending promotion of Assistant Director of Physical Education to Assistant Director of Physical Education in Senior Scale under the relevant Merit Promotion Scheme shall consist of the following :

1. Vice-Chancellor/Pro-Vice-Chancellor (Chairman);
2. Chairman, Delhi University Sports Council;
3. Director of Physical Education in the University;
4. Two experts out of the panel approved by the Academic Council to be nominated by the Vice-Chancellor.

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Note : (1) At least 4 persons present at the meeting including the Chairman and at least two persons from categories 3 and 4 shall form the quorum.

(2) The Selection Committee may at their discretion, require any candidate to appear for interview.

(b) The Selection Committee (including quorum requirement) for recommending promotion of Lecturer/Lecturer in Senior Scale to Lecturer in Reader's Grade (Selection Grade) and for designating a Lecturer in Reader's Grade (Selection Grade) as Reader and for recommending promotion of a Reader as Professor shall be the same as provided under Statute 19(1) for appointment to the post of Reader/ Professor.

Provided that in case the Selection Committee finds that a candidate is not suitable for promotion as Reader, it may consider him/her for promotion in Reader's Grade (Selection Grade). However, he/she can apply for being considered for Reader designation after one year.

Every candidate will be required to appear for interview before the Selection Committee unless on a request from any candidate the Selection Committee agrees to consider him/her in absentia.

Provided that the Selection Committee (including quorum requirement) for recommending promotion of Assistant Director of Physical Education Assistant Director of Physical Education in Dy. Director's Grade shall be the same as provided for appointment to the post of Dy. Director of Physical Education and every candidate will be required to appear for interview before the Selection Committee unless on a request from any candidate the Selection Committee agrees to consider him/her in absentia.

(2) Nothing in sub-clause (1) shall be deemed to prevent a Selection Committee from considering any other candidate who may not have applied for appointment to the teaching post in question.

9. In case of members of the teaching staff appointed on probation or on temporary basis, the employment may be terminated by one month's notice on either side or by payment of a sum equivalent to one month's salary by the party choosing to terminate such engagement, provided that where engagement is for a period of less than one month or where the duration of engagement has already been specified or notified to the teacher concerned in advance, and his engagement is terminated in accordance with terms so specified or notified, neither notice nor payment of salary in lieu of notice shall be necessary.

10. (1) The temporary appointment of a teacher shall not be made to terminate before the end of the term in which it is made or continue.

(2) If a teacher has been in service in a College or a Department of the University on or before the first day of its re-opening in the second term and has continued to be in service without any break till the end of the third term in any College or Department of the University, he shall be entitled to an *ex-gratia* payment equivalent to the amount of emoluments he would have received and his appointment continued till the end of the long vacation, if he is not holding any salaried post elsewhere during the period. Such *ex-gratia* payment shall be made by the College or the University, as the case may be, in which the teacher was in service immediately preceding the end of the third term.

(3) A teacher who has been in service up to the last day of the preceding session shall be entitled to vacation salary provided he has been reappointed and is in position on the reopening day after the vacation. In such case the vacation will not constitute a break in service.

11. The Seniority of a teacher in a particular discipline, for membership of the Committee of Courses, of Departmental Committees, and such similar Committees shall be determined in, accordance with the following principles:

- (i) Where two or more teachers are selected at the same time for appointment, then according to the ranking given by the Selection Committee provided that the date of joining in case of the teacher who has been ranked higher is not later than 3 months from the date of issue of the appointment letter to him.
- (ii) Where no ranking has been indicated by the Selection Committee and two or more teachers join on one and the same date;
 - (a) in case such teachers are appointed from a lower post to a higher post, then according to their seniority interse in the immediate lower cadre, and
 - (b) in any other case, according to the age of the person's joining, the old person being deemed senior.
- (iii) Save in the cases covered by sub-clauses (i) and (ii) according to the date of joining of the teacher concerned.

Annexure to Ord. XI.

FORM OF AGREEMENT OF SERVICE FOR UNIVERSITY TEACHERS*

Memorandum of Agreement made this theday oftwo thousand..... between Shri/Shrimati (hereinafter called the 'Teacher') of the first part, and the Delhi University being a body corporate constituted under Act No. VIII of 1922, hereinafter called the University of the second Part.

*For future entrants and other teachers, vide E.C. Res. No. 298 dated 9.3.1956

It is hereby agreed as follows :

1. That the University hereby appoints Shri/Shrimati to be a member of the *teaching staff* of the University with effect from the date the saidtakes charge of the duties of his/her office and the said..... hereby accepts the engagement, and undertakes to take such part and perform such duties in the University as may be required by and in accordance with the Act, Statutes and Ordinances, for the time being in force, of the University, whether the same relate to organisation of instruction, or teaching, or the examination of students or their discipline or their welfare, and generally to act under the direction of the authorities of the University.

1-A. That the Teacher shall be on probation for a period of one year and this probationary period may further be extended by not more than 12 months by the Executive Council. The teacher shall be confirmed in this appointment on the expiration of his/her probationary period, unless not later than one month before the expiration thereof the University inform him/her in writing of its intention not to confirm him/her.

2. That the said..... shall be a whole-time teacher of the University and subject to clause I-A and unless the contract is terminated by the Executive Council or by the teacher as hereinafter provided, shall continue in the service of the University until he/she completes such age as may be prescribed by the Ordinances of the University.

3. That the University shall pay Shri/Shrimatiduring the continuance of his/her engagement hereunder as a remuneration for his/her services a salary of Rs..... per mensem, raising by annual increments of Rs..... to a maximum salary of Rs..... per mensem :

Provided that wherever there is any change in the nature of the appointment or the emoluments of the teacher, particulars of the change shall be recorded in Schedule I annexed hereto, under the signatures of both parties and the terms of this agreement shall apply *mutatis mutandis* to the new post and the terms and conditions attached to that post:

Provided further that no increment shall be withheld or postponed save by a resolution of the Executive Council on a reference by the Vice-Chancellor to it, and after the teacher has been given sufficient opportunity to make his written representation.

4. That the said..... agrees to be bound by the Ordinances and Regulations from time to time in force in the University, and in particular by those relating to Provident Fund, provided that no change in the Ordinances and Regulations in this regard shall be deemed to have adversely affected the teacher.

5. That the teacher shall devote his/her whole time to the service of the University and shall not without the permission of the University, engage, directly or indirectly, in any trade or business whatsoever, or in any private tuition or other work to which any emolument or honorarium is attached, but this prohibition shall not apply to work undertaken in connection with the examinations of Universities or Public Service Commissions, and where the permission of the Vice-Chancellor has been obtained; to any other examination work, nor shall the prohibition be applicable to any literary work or publication.

6. (1) Notwithstanding anything hereinbefore contained, the Executive Council of the University shall be entitled summarily to determine the engagement of the teacher on the ground of misconduct in accordance with the provisions hereinafter set forth.

(2) The Vice-Chancellor may, when he deems it necessary, suspend the teacher on the ground of misconduct. When he suspends the teacher, he shall report it to the next meeting of the Executive Council.

(3) The Executive Council shall investigate all matters reported to it by the Vice-Chancellor about the misconduct of the teacher whether he has been suspended or not. The Executive Council may appoint a Committee for the purpose. The teacher shall be notified in writing of the charges against him and shall be given not less than three weeks' time to submit his explanation in writing.

The Executive Council or the Committee may hear the teacher and take such evidence as it may consider necessary. The Executive Council may determine the engagement of the teacher where it deems that the misconduct of the teacher deserves to be dealt within that manner, after it has considered the explanation and the evidence, if any, and/or the report of the Committee, if one has been appointed.

(4) Where the termination of the service on the ground of misconduct is after suspension by the Vice-Chancellor as aforesaid,

the termination of service may be from the date of suspension, if the Executive Council so directs.

7. The engagement under these provisions shall not, save as aforesaid be determined by the Executive Council except by a resolution passed by a vote of not less than a two-thirds majority of the members present at the meeting, provided that the two thirds majority is not less than half the total number of members of the Executive Council. The resolution shall state the reasons for the termination. Before a resolution, under this clause is passed the Executive Council shall give notice to the teacher of the proposal to determine the engagement and not less than three weeks' time to make such representation as the teacher may like to make. Every resolution terminating the service under this clause shall be passed only after consideration of representation, if any, of the teacher. The teacher whose services are terminated under this clause shall be given not less than three months' notice from the date on which he is notified of the resolution of the termination of service or not less than three months' salary in lieu of notice.

8. The teacher may, at any time, terminate his/her engagement by giving the Executive Council three months' notice in writing, or by payment of an amount equal to three months' salary in lieu of notice.

9. On the termination of this engagement from whatever cause the teacher shall deliver up to the University all books, apparatus, records and such other articles belonging to the University as may be due from him/her.

SCHEDULE I

Name of Teacher in full

Address

Designation

Salary Rs..... in the grade of

Note: The changes in the grade, salary or designation should be briefly described.

Change of designation or grade

Signature of Teacher

Date of approval of E.C.

Date from which change takes effect

Signature of Officer
for University.

Ord. XI-A.

Notwithstanding anything contained in Ordinance XI or in any other Ordinance, the Executive Council of the University may make appointment to any post covered by the second proviso to clause (2) (i) of Statute 6 on such emoluments, terms and conditions as the Council may in each case determine.

Ord. XII. College Appointed Teachers

1. In this Ordinance, unless the context otherwise requires, a teacher includes a Principal of a College.

1-A. Every whole-time teacher shall be engaged by a College as a member of its staff on salaries in the scales prescribed by the University for the various categories of its teachers.

2. No whole-time teacher shall be engaged by any College as a member of its staff except on an Agreement of Service in the form annexed hereto or an agreement substantially to like effect and every teacher shall sign the Agreement before he enters upon his duties.

2-A. Promotion of College Appointed teachers (including Directors of Physical Education) under the Merit Promotion Scheme of 1987 as accepted by the Executive Council, shall be made in accordance with the eligibility conditions and in the manner prescribed in this scheme in this behalf.

2-B. Promotion of College Appointed Lecturers as Lecturers in Senior Scale/ Reader's Grade (Selection Grade/Readers/Professors) shall be made under the Merit Promotion Schemes as accepted by the Executive Council, in accordance with the eligibility conditions under the relevant scheme.

3. (1) All vacancies of teachers shall be filled after advertisement and by open recruitment, save in the cases of vacancies, appointment to which may be required to be made urgently in the interest of organisation of teaching in the college concerned for a period not exceeding four months or beyond the term in which it is made whichever is earlier.

(2) A temporary appointment of a teacher may be made against a post sanctioned for a specified period or in the leave vacancy of another teacher; the said appointment may be terminated after the expiry of that period or on such teacher resuming duty after the expiry of his leave, as the case may be. Each temporary appointment shall be reported to the University as soon as it is made.

(3) (a) The temporary appointment of a teacher shall not be made to terminate before the end of the term in which it is made or continued; and

(b) If a teacher has been in service in a College or Department of the University on or before the first day of its re-opening in the second term and has continued to be in service without any break till the end of the third term in any College or Department of the University he shall be entitled to an *ex-gratia* payment equivalent to the amount of emoluments he would have received had his appointment continued till the end of the long vacation, if he is not holding any salaried post elsewhere during the period. Such *ex-gratia* payment shall be made by the College or the University, as the case may be, in which the teacher was in service immediately preceding the end of the third term.

(4) A teacher who has been in service up to the last day of the preceding session/term shall be entitled to vacation salary provided he has been reappointed and is in position on the reopening day after the vacation. In such cases the vacations will not constitute a break in service.

3-A. (1) Subject to the provision of clauses 6,7 and 8 of the Agreement of Service, a person appointed permanently as Principal of a College or Institution or as a teacher therein shall be entitled to be in the service of that College or Institution until he/she completes the age of sixty two.

(2) The Governing Body of a College or an Institution may, with the approval of the Vice-Chancellor, re-employ any distinguished teacher after he/she has attained the age of 62 years for a period not exceeding 3 years on the whole but not beyond his/her completing the age of 65 years, if the Governing Body is satisfied that such re-employment is in the interest of the College or Institution.

(3) Subject to the provisions of sub-clause (2), the terms and conditions of service of a re-employed teacher including his/her salary, leave and other benefits admissible to him/her will be in accordance with the rules prescribed by the Govt. of India from time to time.

Explanation :- A Principal who has been a distinguished teacher may also be re-employed under the provisions of this Clause.”

4. No deduction of any kind shall be made from the salary of a teacher except that -

- (a) where a teacher contributes to a duly established Provident Fund, the rules whereof have been approved by the University, his contributions to that Fund at the prescribed rate may be deducted from his salary each month.
- (b) where a teacher occupies a house or other dwelling accommodation provided by a College, the amount of the rent of that house or other dwelling accommodation may be deducted from his salary each month, but where the teacher is required to occupy the house or other dwelling accommodation as part of the term of his engagement the amount of rent payable shall not exceed one-tenth of his monthly salary.
- (c) where a teacher agrees for certain deductions like refund of advances taken from Provident Fund, electricity and water charges in respect of a house occupied by him and provided by a College or where any deductions are required to be made under any law or by an order of the Court, such deductions might also be made.

5. No teacher shall be required to contribute directly, or indirectly to the funds of his college except that a teacher may, if he so desires, contribute voluntarily to any sports fund or literary society of the College, or to any fund in aid of poor students of the College :

Provided that all voluntary contributions by teachers to any sports fund, literary society or fund in aid of poor students as aforesaid shall be reported by the College to the University.

6. Notwithstanding anything contained in any other Ordinance, where a Principal or a teacher is placed under suspension, with the prior approval of the Vice-Chancellor or under Ordinance XIII-A, he shall during the period of his suspension be disabled from exercising any rights, duties or privileges attached to the membership of the Governing Body or any Committee of the College of which he may be a member.

7. Notwithstanding anything contained in this Ordinance, a teacher who is placed under suspension shall, during the period of his suspension, be entitled to only subsistence allowance in accordance with the rules applicable to Government employees.

Annexure to Ord. XII.

**FORM OF AGREEMENT OF SERVICE FOR
COLLEGE TEACHERS**

An agreement made the..... day of20..... between..... (hereinafter called the Teacher) of the first part, and the Governing Body ofCollege, Delhi (hereinafter called the Governing Body) of the second part.

The Governing Body hereby (or, as from the date of.....) appoints the Teacher as a member of the staff of the College upon the terms and conditions hereinafter set out and mutually agreed between the parties.

1. The Teacher shall be on probation for a period of one year and this probationary period may further be extended by not more than 12 months by the Governing Body. The teacher shall be confirmed in his appointment on the expiration of his/her probationary period unless not later than one month before the expiration there of the Governing Body inform him/her in writing of their intention not to confirm him/her.

2. The Governing Body shall pay to the teacher during the continuance of his engagement a salary at the rate of Rs. p.m.raising by annual increments of Rsto a maximum of Rsp.m. and no increment shall be withheld without the consent of the University.

3. The teacher shall during the continuance of his engagement be entitled to the benefit of the Provident Fund maintained by the Governing Body for the teaching staff of the College in accordance with the rules prescribed by the Government of India for Provident Fund of Colleges.

4. The teacher shall devote his whole time to the service of the College, and shall not, without the permission of the Governing Body engage directly or indirectly in any trade or business whatsoever or in any private tuition or other work which may interfere with the proper discharge of his duties; but this prohibition shall not apply to work under with the permission of the Principal in connection with the examinations of a University, Board, or Public Service Commission.

4-A. In addition to the direct teaching specified in Ordinance XIII, the workload of teachers would include preparation for teaching, admissions, examinations, internal assessment, supervision of co-curricular activities, administrative duties and research.

5. The Governing Body shall be entitled summarily to determine the engagement of the teacher for misconduct, but save as aforesaid, shall only be entitled to determine the engagement after giving three months' notice in writing or payment of three months' salary in lieu of notice and for good cause.

6. The Governing Body shall not determine the engagement of the teacher whether summarily or otherwise without informing him in writing of the grounds on which they propose to take action and giving him a reasonable opportunity of stating his case in writing, and before coming to a final decision shall duly consider the teacher's statement and if he so desires give him a personal hearing.

7. The question of termination of the services of the Principal/Teacher or his suspension, shall not be decided by the College/Institution without the prior approval of the Vice-Chancellor.

8. The teacher may at any time terminate his engagement by giving the Governing Body three months notice in writing.

Provided that a decision on such termination of engagement by the College/Institution shall be subject to the satisfaction of the Vice-Chancellor.

9. (1) Any dispute arising in connection with the termination of the services of the teacher, except when on probation, by the Governing Body shall be referred to the arbitration of an Appeal Committee of three independent persons appointed by the Chancellor, who shall have power to inquire into all the facts of the case and to interpret the terms of this agreement, and their decision shall be final and binding on both parties. The Appeal Committee shall give its final decision within a reasonable time :

Provided that during the pendency of the appeal, the teacher shall continue to draw such salary or subsistence allowance, as the case may be, as he was drawing immediately prior to the termination of his/her services.

(2) The Indian Arbitration Act, 1940, shall apply to all arbitration under this Clause.

10. On the termination of this agreement from whatever cause the teacher shall deliver up to the Governing Body all books, apparatus, record and such other articles belonging to the College or to the University as may be in his possession.

11. The teacher shall be entitled to leave according to the University Leave Rules as in force from time to time.

Ord. XII-A. Visiting Professors and Visiting Appointments

A. Visiting Professors

- (i) Eminent scholars who have made outstanding contributions in one or more fields of study covered at the University may, with the approval of the Executive Council, be invited by the Vice-Chancellor for a period not exceeding one year but not less than three months to function as Visiting Professors in the University. These Visiting Professors can be drawn either from within India or abroad.
- (ii) Such Visiting Professors will according to arrangements entered into, in each individual case, deliver a course of lectures or take seminars to participate in such other manner as may be deemed appropriate in the teaching and research work of the University.
- (iii) A Visiting Professor will be paid as under :
 - (a) Rs. 35000/- p.m. + free accommodation in the University Guest House or HRA on the maximum of Professors scale in case the appointment is from outside the country.
 - (b) Salary + 20% of the basic pay + other allowances except conveyance allowances (if any) subject to not exceeding the emoluments at the maximum of the scale of Professor, in case appointment is from within the country. If possible, free University accommodation or HRA will be provided.
 - (c) Rs. 35000/-+ free accommodation in the University or HRA on the maximum of Professor's scale excluding the retirement benefits in the case of retired person.
- (iv) A Visiting Professor will be paid travel expenses limited upto Rs. 50000/- as per rules of the University for travel within the country, for approved academic programme; medical expenses, if any, will also be reimbursed as per University rules.
- (v) Visiting Professors invited from outside the country may be paid economy class airfare both ways by direct route.
- (vi) To the extent possible, University will make arrangements for accommodating such Visiting Professors within the Campus so that they can participate in the academic life of the University.

- (vii) Subject to the above, the Vice-Chancellor will determine, at his discretion, such other terms and conditions as may be required in the case of any Visiting Professor including the duration of the appointment.

B. Visiting Appointments

- (i) Eminent scholars who have made outstanding contribution in one or more fields of study covered at the University may with the approval of the Executive Council be invited as Visiting Fellow by the Vice-Chancellor for a period not exceeding four months but not less than two weeks in a year to deliver a course of lectures or take seminars or participate in such other manner as may be deemed appropriate in teaching and research work of the University.
- (ii) A Visiting Fellow may be paid an honorarium and provided with hospitality as the case may be in accordance with the following criteria :
- (a) A Visiting Fellow, not receiving salary from the parent institution, will be paid as in the case of Visiting Professors.
- (b) A Visiting Fellow, receiving salary from the parent institution, will be paid Rs. 8000/- p.m. plus free accommodation.
- (iii) A Visiting Fellow from outside the country may be paid economy class airfare both ways by direct route provided the duration of the visit is at least one month. A Visiting Fellow from within the country will be paid travelling allowance as per rules of the University.

Besides academics, eminent persons in other fields such as industry, trade, business, journalism, music, literature, visual and performing arts, etc. who may be interested in associating themselves with the University, could also be invited as Visiting Fellow as per guidelines stipulated in the Ordinance XII-A, (A) for Visiting Professors and (B) for Visiting Appointments.

Ord. XII-B. Professor Emeritus

1. (a) The Executive Council may, after the retirement confer the title of 'Professor Emeritus' on a Professor of the University who has retired from this University after a total service of at least fifteen years, including at least seven years' service as Professor in the University.

(b) The Vice-Chancellor may recommend to the Academic Council the conferment of the title of "Professor Emeritus" and on the recommendations of the Academic Council, the Executive Council may confer the title.

2. The title of Professor Emeritus will be conferred only on scholars who have made outstanding contribution to their subject by their published research work and teaching.

3. A Professor Emeritus may pursue academic work within the framework of the Department to which he is attached. He will not be provided with any special facilities like a personal office or an independent laboratory nor will he be a member of any Committee of the Department or of the University.

4. Emeritus Professorship will carry with it no financial commitment for the University or responsibility for providing residential accommodation.

5. The conferment of the title of Professor Emeritus will be for life.

Ord. XII-C. Honorary Professors

(a) Honorary Professors

(1) The Executive Council may appoint any outstanding scholar or eminent person resident in Delhi, whose association with the University would help furtherance of the academic activities of the university as an Honorary Professor for a period of two years; the period may, however, be extended for a period of one year only once.

(2) The Head of the Department concerned, in consultation with his colleagues in the Department may propose to the Vice-Chancellor the appointment as Honorary Professor of a person and the Vice-Chancellor may, after satisfying himself, recommend the appointment to the Academic Council and the appointment will be made by the Executive Council on the recommendation of the Academic Council.

(3) No person shall be appointed or continued as Honorary Professor on his attaining the age of 65 years.

(4) An Honorary Professor shall be expected to be associated with the normal academic activities of the Department to which he is attached.

He shall, however, not be a member of any Committee of the Department or of the University.

An Honorary Professorship will carry with it no financial commitment for the University or responsibility for providing residential accommodation.

(b) Adjunct Honorary Professors

1. A distinguished academic who is currently on the faculty of another University or academic institution in India or abroad and whose association with the University would enhance the quality of the academic life of the University may be appointed as an adjunct Honorary Professor of the University.

2. Such Adjunct Honorary Professors may be affiliated to one or more departments of the University and associated with the teaching and research in these departments particularly when they are in Delhi. However, they shall not be members of any Committee of the department or of the University.

3. An Honorary Professorship will not carry with it any financial commitment for the University or the responsibility for providing residential accommodation. However, the department(s) to which they are affiliated must make every effort to facilitate their participation in the academic life of the University, whenever they are in Delhi. They may be provided office space, if available and be given an honorarium to meet their local travel expenses.

Ord. XIII. General

1. No whole time teacher appointed by the University or by any College shall be required to do teaching work, whether lecturing or tutorial, or laboratory work, for a number of working periods of fifty five minutes each exceeding eighteen or for more than sixteen and a half hours in all during each week :

Provided that the foregoing provisions may in case of College and institutions imparting instruction for degree in Professional Course be modified by the Vice-Chancellor to the extent he deems fit in each case.

2. Guest/Part-time teachers may be appointed only against sanctioned posts. Such appointments should be kept to the barest minimum.

3. Persons more than 62 years of age should not be appointed as Guest/Part-time teachers.

4. Guest/Part-time teacher may be appointed initially for a period not exceeding one academic term which could be renewed after each term with the total tenure of appointment of an incumbent not exceeding 5 years.

5. A part-time teacher shall not be required to work for more than ten hours a week.

6. The Part-time teacher shall be entitled to the following emoluments according to his/her working load per week :

<i>Working Load per week</i>	<i>Honorarium</i>
<i>For Law Teachers</i>	
9 periods per week	Rs. 8,000/- per month
<i>Other than Law Teachers</i>	
4-6 hours per week	Rs. 3,000/- per month
7-10 hours per week	Rs. 5,000/- per month

7. He shall be subject to such conditions of service as may be prescribed.

8. Guest/part-time teachers may be appointed in exceptional circumstances in such specialised fields/subjects where professional expertise is required to strengthen and supplement the teaching, as also cases where the workload does not justify the appointment of a full-time regular teacher throughout the academic year.

9. The qualifications for Guest*/Part-Time, teacher should be the same as those prescribed for a regular teacher of the University.

10. The procedure followed by the University for making temporary Faculty appointments in the University may be followed for appointing Guest/part-time teachers.

11. Part-time teachers be not given the benefit of provident fund, Pension, etc. normally given to regular teachers of the University. They may, however, be given leave benefits as those given to the teachers appointed on a temporary basis.

12. Part-time teacher may be appointed on the same basis as for temporary teachers and not on permanent basis.

13. Guest/part-time teachers may not be treated like regular members of the Faculty for the purpose of voting rights or for becoming member of Board of Studies.

14. Joint appointment may be made in the case of teachers of one institution participating in the teaching and research programmes of another institution in the same town. Teachers of one Institution may not be appointed as Guest/Part-time teachers in another institution. Their participation may, however, be encouraged under the scheme of Visiting Teachership.

15. In the case of special lectures not exceeding say six to eight lectures by an expert, Rs. 250/- per lecture be paid to the lecturer.

16. Guest/Part-time teachers may not be given the benefit of allowance viz., provident fund, pension, gratuity, etc. normally admissible to regular teachers in an institution. They may, however, be given the leave benefits as those given to the teachers appointed on ad-hoc/temporary basis.

17. A regular teacher appointed in a department of an institution should not be eligible for any remuneration for teaching the subject, to students of another department of the institution. If, however, a regular teacher is working over and above the normal work-load and is not granted equivalent adjustment/relief in the work-load in his department for delivering extra lectures in another institution/department he could be paid a suitable honorarium to be decided by the Institution.

*Honorarium - Rs. 250/- per lecture.

Temporary Ord. XIII-A- Deleted**Ord. XIII-B. Part-time Lecturers in Law**

1. In the Faculty of Law essential qualifications for part-time lectureship will be :

- (a) at least a Bachelor's degree in Law with not less than 50% marks or equivalent grade-point average; and
- (b) not less than five years of actual practice as a lawyer at the High Court level.

2. Part-time lecturer in Law shall teach at least nine periods.

3. Part-time lecturers in Law shall be paid a monthly honorarium of Rs. 2,500/- p.m.*

4. In all other respects part-time lecturers in Law will be governed by the same rules as are applicable to part-time lecturers in other Departments of the University.

Ord. XIII-C : Academic Calendar

The Academic Calendar of the University of Delhi shall include the following :

1. There shall be at least 180 teaching days in the Academic Year.
2. Colleges and Departments shall follow a six day teaching schedule per week.
3. Teaching shall commence on July 16 every year, for all classes, and conclude not prior to March 23 of the following year.
4. The Autumn Break in September-October shall be moveable, in order to minimise loss of teaching days on account of festival-related holidays whose dates change from year to year; and shall be notified every year accordingly.

*As prescribed from time to time.

OF THE AUTHORITIES**Ord. XIV. Academic Council**

1. The number of Heads of Departments other than Deans of the Faculties and Principals of Colleges for membership of the Academic Council will be according to table given below :

<i>Faculty</i>	<i>No. of Heads of Department</i>
Arts	14
Science	10
Social Sciences	9
Law	1
Education	1
Medical Sciences	20
Agriculture & Forestry	2
Technology	9
Music and Fine Arts	2
Management Studies	1
Ayurvedic and Unani Medicines	2
Mathematical Sciences	4
Inter-disciplinary and Applied Sciences	6
Applied Social Sciences and Humanities	2
Commerce & Business	2
Open Learning	1
Faculty of Homeopathic	1
Total	87

2. Membership from among the Heads of the Departments in any Faculty will go in rotation among the Departments by seniority according to the date of establishment of the Departments.

3. The first term of two years of members, after reconstitution of the Council shall, in respect of members under sub-clauses (v), (vi) and (vii) of Clause (1) of Statute 7, commence from the beginning of the academic year 1960-61.

4. The number of members as well as the list of persons who become member, as Heads of Departments and as Principals of Colleges shall be determined at the beginning of each academic year and a person who had become a member at the beginning of the year, shall not cease to be a member, merely because of change in the number or the personnel of members under the different categories.

Ord. XIV-A. Faculties

1. The following shall be the Departments comprised in the Faculty of Arts :

Department of English
 Department of Philosophy
 Department of Sanskrit
 Department of Hindi

FACULTIES AND DEPARTMENTS

Department of Germanic and Romance Studies
Department of Library & Information Science
Department of Urdu
Department of Modern Indian Languages and Literary Studies*
Department of Buddhist Studies
Department of Linguistics
Department of Psychology
Department of Arabic
Department of Persian
Department of Panjabi

2. The following shall be the Departments comprised in the Faculty of Science :

Department of Physics and Astrophysics
Department of Chemistry
Department of Anthropology
Department of Zoology
Department of Botany
Department of Nursing
Department of Home Science
Department of Geology
Department of Pharmacy
Department of Environmental Biology

3. The following shall be the Departments comprised in the Faculty of Social Sciences:

Department of Economics
Department of Social Work
Department of History
Department of Political Science
Department of African Studies
Department of Sociology
Department of Geography
Department of East Asian Studies
Department of Adult, Continuing Education and Extension.

4. The Faculty of Law shall consist of a single Department of Law.

5. The Faculty of Education shall consist of a single Department of Education.

6. The following shall be the Departments comprised in the Faculty of Medical Sciences:

Department of Anatomy
Department of Physiology
Department of Medical Biochemistry
Department of Pathology

*The following subjects will be included in the Department: Bengali, Sindhi, Tamil, Telugu , Malayalam, Kannada, Marathi, Gujarati, Oriya, Manipuri, Assamese.

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Department of Medical Microbiology
Department of Pharmacology
Department of Forensic Medicine
Department of Medicine
Department of Paediatrics
Department of Psychiatry
Department of Community Medicine
Department of Obstt. & Gynaecology
Department of Radiology, Radio-Therapy, Radio Diagnosis and Radiation Medicine.
Department of Dermatology & Venereology
Department of Surgery
Department of Ophthalmology
Department of Orthopaedics
Department of Otolaryngology
Department of Anaesthesiology and Critical Care
Department Tuberculosis and Respiratory Diseases

7. The following shall be the Departments comprised in the Faculty of Agriculture and Forestry :

Department of Agriculture
Department of Forestry.

8. The following shall be the Departments comprised in the Faculty of Technology:

Department of Electrical Engineering
Department of Mechanical Engineering
Department of Civil Engineering
Department of Architecture and Planning
Department of Electronics and Communication Engineering
Department of Applied Sciences and Humanities
Department of Computer Engineering
Department of Instrumentation and Control Engineering.
Department of Production & Industrial Engineering

9. The following shall be the Departments comprised in the Faculty of Music and Fine Arts :

Department of Music
Department of Fine Arts.

10. The following shall be the Departments comprised in the Faculty of Mathematical Sciences:

Department of Mathematics
Department of Statistics
Department of Operational Research
Department of Computer Science.

FACULTY MEETING

11. The Faculty of Management Studies shall consist of a single Department of Business Management and Industrial Administration.

12. The following shall be Departments comprised in the Faculty of Ayurvedic and Unani Medicines.

Department of Ayurvedic Medicine.
Department of Unani Medicine.

13. The following shall be the Departments comprised in the Faculty of Inter-disciplinary and Applied Sciences.

Department of Bio-Chemistry
Department of Microbiology
Department of Genetics
Department of Electronics Science
Department of Plant Molecular Biology.
Department of Bio-Physics

14. The following shall be Departments comprised in the Faculty of Applied Social Sciences and Humanities :

Department of Business Economics.
Department of Slavonic and Finno-Ugrian Studies.

15. The following shall be the Departments comprised in the Faculty of Commerce and Business.

Department of Commerce.
Department of Financial Studies.

16. The following shall be the departments comprised in the Faculty of Open Learning :-

1. Department of Distance and Continuing Education.

17. The following shall be the Department comprised in the Faculty of Homeopathic Medicine :

1. Department of Homeopathic Medicine.

Ord XIV-B. Meeting of a Faculty

1. (a) Meetings of the Faculty may be convened by the Dean of the Faculty concerned whenever he considers them necessary. He shall call a meeting at least once a term and also on receipt of a requisition signed by not less than one-third of the total number of members :

Provided that a meeting required to be called on a requisition shall not be convened during the period when the University is closed for vacations.

(b) The requisition shall state the purpose or purposes for which the meeting is to be called.

(c) At a meeting called on requisition no matter other than the purpose or purposes will be discussed.

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2. Except in the case of emergent meetings not less than seven days' notice shall be given. The notice shall state the time and the place of the meeting as well as the business to be transacted and shall be issued by the Registrar.

3. The quorum for the meeting shall be one-third of the members of the Faculty concerned provided that in the case of a Faculty where the total number of members of the faculty exceeds 45, the quorum shall be 15. The adjourned meeting shall need no quorum.

4. The Faculty may make Regulations laying down the procedure to be observed at the meetings, the constitution of the Committees of Courses and other relevant matters.

5. Each Faculty may constitute such and so many Committees of Courses as there are departments teaching subjects included in the Faculty. It shall be open to the Faculty concerned to have one Committee of Courses for two or more subjects or to have more than one Committee for any Department

6. Each Faculty shall recommend Courses of Studies in the various subjects comprised in the Faculty after considering the recommendations of the relevant Committee of Courses and Studies.

7. Each Faculty shall recommend to the Academic Council after considering the recommendations of the Committee of Courses and Studies concerned the names of examiners in the subjects assigned to the Faculty except in the case of M.Phil. examination and the theses work submitted for the Degree of Doctor of Philosophy, Doctor of Literature, Doctor of Science, Doctor of Civil Laws and Doctor of Engineering and Technology for which appointment of examiners will be made in accordance with the procedure laid down in the relevant clauses of the Ordinances VI, VI-A, VI-B and VI-C of the Ordinances of the University.

RESIDENCE, HEALTH AND DISCIPLINE BOARD

ORDINANCE XV

CHAPTER VI

OF BOARDS AND STANDING COMMITTEES

Ord. XV. Residence, Health and Discipline Board

1. (1) The Board of Residence, Health and Discipline shall be constituted as follows:

1. The Proctor, Chairman and Convenor;
2. The Director of Health Services, Delhi State, or a medical practitioner deputed by him to act in his absence;
3. The University Engineer;
- 4-8. Five persons, including a woman, appointed by the Executive Council, not necessarily from among their own member;
9. A Senior Architect from the C.P.W.D., nominated by the Chief Engineer, C.P.W.D., New Delhi.

Provided that the Principal of a College or a person nominated by the Principal shall be a member of the Board when the College concerned is being inspected by the Board.

(2) The members of the Board, other than *ex-officio* members, shall hold office for a period of two years.

2. Subject to the Ordinances, the Board shall inspect once in every academic year each College together with such buildings as may be occupied therewith for the use of students, and shall submit a report to the Executive Council with such recommendations as it may think fit.

3. The Board may at any time direct one or more of its members to make a special inspection, and to report on any College regarding compliance with the condition of residence as laid down by the Ordinances, in addition to the inspection.

4. (1) Any matter of residence, health or discipline which a Principal desires to refer to the Board respecting his College and any matter involving Inter-Collegiate or Inter-Hall discipline on which the Principals concerned are unable to come to an agreement, shall be dealt with by the Board, but there shall be the right of appeal in such cases to the Vice-Chancellor, whose decision shall be final.

(2) Subject to any powers conferred by the Act or the Statutes, on the Vice-Chancellor, all matters of discipline in the University which are either not directly cognizable by, or after due warning by the Proctor, are not investigated and decided by a Principal shall be dealt with by the Board.

RESIDENCE, HEALTH & DISCIPLINE BOARD

5. (1) Every student of the University shall live either-

- (a) in a College of which he is a member, or
- (b) with a parent or some person accepted by his College to be his guardian, or
- (c) in the case of a woman student, with a parent or some person accepted by the Proctor to be her guardian.

Every resident student shall conform to regulations drawn up by the Principal of his College.

(2) The Board shall submit to the Executive Council, after consultation with the Principals, draft Ordinances prescribing the conditions of residence to be observed in the Colleges.

6. As soon as possible after the re-opening of a College after the long vacation, the Principal shall submit to the Board the following information:

- (a) the number of the hostels and the names of Superintendents;
- (b) the number of resident students in each hostel;
- (c) the number of non-resident students living with their parents;
- (d) the number of non-resident students living with their guardians.

7. All Colleges shall provide adequate facilities for the physical exercise of their students, and shall forward a statement of the same to the Board.

8. (1) The inspection of the Colleges by the Board shall be carried out and completed by the 15th of November each year, and the inspection report shall be forwarded by the Proctor to the Registrar within two weeks after completion of the inspection.

(2) The report shall be placed before the Executive Council before the Christmas holidays, and the resolutions and recommendations, if any, of the Executive Council on the report shall be forwarded to the Principals concerned, who shall inform the University of the action, if any, that has been taken or is proposed to be taken on the resolutions and recommendations.

(3) The observations of the Principals shall be forwarded to the Proctor by the end of January, and the Proctor shall make a final report to the Executive Council. At the time of the next inspection the Board shall have before it the report of the previous year and the resolutions and recommendations of the Executive Council and the replies from the Principals and shall make a report as to what action, if any, has been taken in the matter.

MAINTENANCE OF DISCIPLINE AMONG STUDENTS

9. In this Ordinance “College” shall include Hall and a recognised Institution, and “Principal” shall have a corresponding meaning.

Ord. XV-A. Board of Inter-Disciplinary Programmes

1. There shall be a Board called “Board of Inter-disciplinary Programmes.”

2. Subject to the overall control and supervision of the Academic Council the Board shall have power to sanction establishment of Centres of Inter-disciplinary Programmes and approve the setting up of committees for preparing blueprints for such Inter-disciplinary Programmes and for operationalising the same.

3. The Board of Inter-disciplinary Programmes shall be constituted as follows:

1. Vice-Chancellor or his nominee (Chairman)
2. Pro-Vice-Chancellor.
- 3-7. Five members of the teaching staff of the University/Colleges nominated by the Academic Council for their inter-disciplinary involvement.
- 8-12. Five eminent academicians known for their involvement in inter-disciplinary programmes from outside the University to be nominated by the Executive Council.
13. A person not below the rank of Deputy Registrar nominated by the Vice-Chancellor to act as Secretary.

Note: The Board shall be reconstituted after every three years.

4. The essential functions of a Centre of Inter-disciplinary Programme will include developing mechanism to facilitate the coming together of scholars from different departments/disciplines and institutions of the University for collaborative research and/or teaching in the programme and perform such administrative functions as may be necessary for implementation of the programme.

5. In the event of setting up of any Centre of Inter-disciplinary programme, the Board will also set up an Academic Advisory Committee for the Centre consisting of distinguished scholars in the field from within and outside the University and report the same to the Academic Council M.Phil. Committee/Board of Research Studies concerned, as the case may be.

6. The Academic Advisory Committee of any Centre shall perform the following functions:

- (i) select fellows and associate fellows from the faculties of the University departments and the Colleges on the basis of their research interest, record and the proposals made;

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- (ii) contribute to the coordination and strengthening of teaching programmes in the institutions of the University in the area of interest of the centre;
- (iii) initiate, develop and strengthen research programmes in the area of interest of the centres; and
- (iv) submit an annual report of its activities to the Board of Inter-disciplinary Programmes.

7. The Director of the Centre who shall be appointed by the Vice-Chancellor after due consultation with the Board of Inter-Disciplinary Programmes shall be the Chairman of the Academic Advisory Committee in each case.

8. A report about the functioning of the Board of Inter-disciplinary Programmes shall be submitted to the Academic Council at the end of each academic year.

Ord. XV-B. Maintenance of Discipline among Students of the University

1. All powers relating to discipline and disciplinary action are vested in the Vice-Chancellor.

2. The Vice-Chancellor may delegate all or such powers as he/she deems proper to the Proctor and to such other persons as he/she may specify in this behalf.

3. Without prejudice to the generality of power to enforce discipline under the Ordinance, the following shall amount to acts of gross indiscipline:

- (a) physical assault, or threat to use physical force, against any member of the teaching and non-teaching staff of any Institution/ Department and against any student within the University of Delhi;
- (b) carrying of, use of, or threat to use of any weapons;
- (c) any violation of the provisions of the Civil Rights Protection Act, 1976;
- (d) violation of the status, dignity and honour of students belonging to the scheduled castes and tribes;
- (e) any practice-whether verbal or otherwise-derogatory of women;
- (f) any attempt at bribing or corruption in any manner;
- (g) wilful destruction of institutional property;
- (h) creating ill-will or intolerance on religious or communal grounds;
- (i) causing disruption in any manner of the academic functioning of the University system;
- (j) ragging as per Ordinance XV-C.

4. Without prejudice to the generality of his/her powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem to him/her appropriate, the Vice-Chancellor, may in the exercise of his/her powers aforesaid order or direct that any student or students-

- (a) be expelled; or
- (b) be, for a stated period rusticated; or
- (c) be not for a stated period, admitted to a course or courses of study in a College, Department or Institution of the University; or
- (d) be fined with a sum of rupees that may be specified; or
- (e) be debarred from taking a University or College or Departmental Examination or Examinations for one or more years; or
- (f) that the result of the student or students concerned in the Examination or Examinations in which he/she or they have appeared be cancelled.

5. The Principals of the Colleges, Heads of the Halls, Deans of Faculties, Heads of Teaching Departments in the University, the Principal, School of Correspondence Courses and Continuing Education and Librarian shall have the authority to exercise all such disciplinary powers over students in their respective Colleges, Institutions, Faculties and Teaching Departments, in the University as may be necessary for the proper conduct of the Institutions, Halls and teaching in the concerned Departments. They may exercise their authority through, or delegate authority to, such of the teachers in their Colleges, Institutions or Departments as they may specify for these purposes.

6. Without prejudice to the powers of the Vice-Chancellor and the Proctor as aforesaid, detailed rules of discipline and proper conduct shall be framed. These rules may be supplemented, where necessary, by the Principals of Colleges, Heads of Halls, Deans of Faculties and Heads of Teaching Departments in this University. Each student shall be expected to provide himself/herself with a copy of these rules.

7. At the time of admission, every student shall be required to sign a declaration that on admission he/she submits himself/herself to the disciplinary jurisdiction of the Vice-Chancellor and the several authorities of the University who may be vested with the authority to exercise discipline

under the Acts, the Statutes, the Ordinances and the Rules that have been framed thereunder by the University.

Ord. XV -C. Prohibition of and Punishment for Ragging

1. Ragging in any form is strictly prohibited, within the premises of College/Department or Institution and any part of Delhi University system as well as on public transport.

2. Any individual or collective act or practice of ragging constitutes gross indiscipline and shall be dealt with under this Ordinance.

3. Ragging for the purposes of this Ordinance, ordinarily means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students and includes individual or collective acts or practices which-

- (a) involve physical assault or threat to use of physical force;
- (b) violate the status, dignity and honour of women students;
- (c) violate the status, dignity and honour of students belonging to the scheduled castes and tribes;
- (d) expose students to ridicule and contempt and affect their self esteem;
- (e) entail verbal abuse and aggression, indecent gestures and obscene behaviour.

4. The Principal of a College, the Head of the Department or an Institution, the authorities of College, of University Hostel or Halls of Residence shall take immediate action on any information of the occurrence of ragging.

5. Notwithstanding anything in Clause (4) above, the Proctor may also *suo moto* enquire into any incident of ragging and make a report to the Vice-Chancellor of the identity of those who have engaged in ragging and the nature of the incident.

6. The Proctor may also submit an initial report establishing the identity of the perpetrators of ragging and the nature of the ragging incident.

7. If the Principal of a College or Head of the Department or Institution or the Proctor is satisfied that for some reason, to be recorded in writing, it is not reasonably practical to hold such an enquiry, he/she may so advise the Vice-Chancellor accordingly.

8. When the Vice-Chancellor is satisfied that it is not expedient to hold such an enquiry, his/her decision shall be final.

9. On the receipt of a report under Clause (5) or (6) or a determination by the relevant authority under Clause (7) disclosing the occurrence of ragging incidents described in Clause 3 (a), (b) and (c) the Vice-Chancellor shall direct or order rustication of a student or students for a specific number of years.

10. The Vice-Chancellor may in other cases of ragging order or direct that any student or students be expelled or be not for a stated period, admitted to a course of study in a college, departmental examination for one or more years or that the results of the student or students concerned in the examination or examinations in which they appeared be cancelled.

11. In case any students who have obtained degrees of Delhi University are found guilty under this Ordinance appropriate action under Statute 15 for withdrawal of degrees conferred by the University shall be initiated.

12. For the purpose of this Ordinance, abetment to ragging whether by way of any act, practice or incitement of ragging will also amount to ragging.

13. All institutions within the Delhi University system shall be obligated to carry out instructions/directions issued under this Ordinance, and to give aid and assistance to the Vice-Chancellor to achieve the effective implementation of the Ordinance.

Ord. XV-D--Sexual Harassment

1. Short Title and Extent :

The present ordinance is based on the Policy against Sexual Harassment by the Delhi University and seeks to maintain and create an academic and work environment free of sexual harassment for students, academic and non-teaching staff of the Delhi University. The ordinance will also apply to outsiders and residents, on the Delhi University campus, to the extent specified herein these rules and procedures.

2. Definitions:

- (i) "Students" includes regular students as well as current ex-students of Delhi University.
- (ii) "Teaching staff" include any person on the staff of the Delhi University or any colleges or institution affiliated to it, who is appointed to a teaching and/or research post, whether full time, temporary, ad-hoc, part-time, visiting, honorary, or on special duty or deputation and shall also include employees employed on a casual or project basis.

- (iii) "Non-Teaching Staff" includes any person on the staff of the Delhi University or of any colleges or institutions affiliated to it, who is not included in the teaching staff. It includes employees who are full-time, temporary, ad-hoc, part-time, visiting, honorary, or on special duty or deputation, and employees employed on a casual or project basis.
- (iv) "Member of the University" includes all those included in categories (i)-(iii) above.
- (v) "Resident" includes any person who is a temporary or permanent resident of any of the accommodations or premises allotted to an employee by the University of Delhi or by any of its affiliated colleges or institutions.
- (vi) "Outsider" includes any person who is not a member of the University or a resident. It also includes, but is not limited to, any private person offering residential, food and other facilities to students, teaching staff or non-teaching staff of the Delhi University or any college or institution affiliated to Delhi University.
- (vii) "Campus" includes all places of work and residence in the Delhi University or any College or institutions affiliated to the Delhi University. It includes all places of instruction, research and administration, as well as hostel, health centres, sports grounds, staff quarters and public places (including shopping centres, eating places, parks, streets and lanes) on the Delhi University campus or the campus of any college or institution affiliated to the Delhi University.
- (viii) "Sexual harassment" includes any unwelcome sexually determined behaviour, whether directly or by implication and includes physical contact and advances, a demand or request for sexual favours, sexually-coloured remarks, showing pornography or any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

Explanation: "Sexual harassment" shall include, but will not be confined to the following:

- (a) When submission to unwelcome sexual advances, requests for sexual favours, and verbal or physical conduct of a sexual nature are made, either implicitly or explicitly, a ground for any decision relating to employment, academic performance, extra-curricular activities, or entitlement to services or opportunities at the Delhi University.

- (b) When unwelcome sexual advances, and verbal, non-verbal and/or physical conduct such as loaded comments, remarks or jokes, letters, phone calls or e-mail, gestures, exhibition of pornography, lurid stares, physical contact, stalking, sounds or display of a derogatory nature have the purpose and/or effect of interfering with an individual's performance or of creating an intimidating, hostile, or offensive environment.
- (c) When a person uses, with a sexual purpose, the body or any part of it or any object as an extension of the body in relation to another person without the latter's consent or against the person's will, such conduct will amount to sexual assault.
- (d) When deprecatory comments, conduct or any such behaviour is based on the gender identity/sexual orientation of the person and/or when the classroom or other public forum of the University is used to denigrate/discriminate against a person or create a hostile environment on the basis of a person's gender identity/sexual orientation.

3. *Scope of the Ordinance:*

This Ordinance shall be applicable to all complaints of sexual harassment made:

- (i) by a member of the University against any other member of the University irrespective of whether the harassment is alleged to have taken place within or outside the campus.
- (ii) by a resident against a member of the University or by a member against a resident irrespective of whether the sexual harassment is alleged to have taken place within or outside the campus.
- (iii) by an outsider against a member of the University or by a member of the University against an outsider if the sexual harassment is alleged to have taken place within the campus.
- (iv) by a member of the university, against an outsider if the sexual harassment is alleged to have taken place outside the campus. In such cases the Committee shall recommend that the University college authorities initiate action by making a complaint with the appropriate authority. Further the committee will actively assist and provide available resources to the complainant in pursuing the complaint.

3. *Complaint Mechanism :*

Implementation of the University policy against sexual harassment shall be achieved through:

- (i) The Apex Complaints Committee, which shall be an apex regulatory and appellate body of the University of Delhi for redressal and resolution of complaints.
- (ii) University Units Complaints Committees, which shall be set up in clusters of University Departments/Centres as complaints and redressal bodies.
- (iii) College Complaints Committees, which shall be set up in each college of the University of Delhi as complaints and redressal bodies.
- (iv) Central Pool Complaints Committees, which shall be complaints and redressal bodies (one each for the North and South Campuses) for those units that are not affiliated to any College/ Department/Institution and have not been included in either CCC or UUCC¹.

4. *Redressal :*

- (i) UUCC/CCC/CPCC/ACC may ask the College/University to suspend the alleged harasser from an administrative post/class if his/her presence is likely to interfere with the enquiry.
- (ii) The victim of sexual harassment shall have the option to seek transfer of the perpetrator or her/his own transfer where applicable.
- (iii) Notwithstanding the contents of any other ordinance relating to service conditions etc., the head of the institution upon receipt of the enquiry report, shall refer the same to the Governing Body/ Executive Council (EC) and take disciplinary action on the basis of recommendations of the Complaint Committees provided that in the case of termination of service the existing rules of the University will also be forwarded.
- (iv) The disciplinary action shall be commensurate with the nature of the violation.

¹ The composition of the Committees, mode of election/nomination powers, duties and procedure to be followed is outlined in the Appendix to Ordinance XV-D, which will be read as part and parcel of Ordinance XV-D.

SEXUAL HARASSMENT

A. In the case of University/College employees; disciplinary action may be in the form of:

- (i) Warning
- (ii) Written apology
- (iii) Bond of good behaviour
- (iv) Adverse remarks in the Confidential Report
- (v) Debarring from supervisory duties
- (vi) Denial of membership of statutory bodies
- (vii) Denial of re-employment
- (viii) Stopping of increments/promotion
- (ix) Reverting, demotion
- (x) Suspension
- (xi) Dismissal
- (xii) Any other relevant mechanism.

B. In case of students, disciplinary action may be in the form of:

- (i) Warning
- (ii) Written apology
- (iii) Bond of good behaviour
- (iv) Debarring entry into a hostel/campus
- (v) Suspension for a specified period of time
- (vi) Withholding results
- (vii) Debarring from exams
- (viii) Debarring from contesting elections
- (ix) Debarring from holding posts
- (x) Expulsion
- (xi) Denial of admission
- (xii) Declaring the harasser as “persona non grata” for a stipulated period of time.
- (xiii) Any other relevant mechanism.

C. In the case of third party harassment, the University/College authorities shall initiate action by making a complaint with the appropriate authority.

APPENDIX TO ORDINANCE - XV-D

Procedure for the Constitution of the Committees

CCC/UCC:

Section A. The First Committee: (Year I):

Member Secretary of the Apex Complaints Committee (viz. the Chairperson of The Women’s Studies Development Centre) shall send a notice to each Principal or Head of Department/Institution to initiate the process of election to the first complaints committee.

Two representatives each will be elected from amongst the Teachers, Non-Teaching Staff of each College/University Unit. Three students will be elected through a two-tier process of election. First a representative to the Gender Sensitising Committee will be elected by each class in the College/Unit. The members of the Gender Sensitising Committee will then elect three representatives from amongst themselves.

1. Election Schedule:

Last date for nomination	:	
(duly proposed and seconded)	:	1st week of August
Withdrawal	:	2nd week of August
Polling	:	3rd week of August.

A minimum interval of three working days should be given between the stages. In any case, the whole process shall be completed on or before 25th August.

2. Mode of Election:

- (a) Polling Time: One day each for Teachers and Karamcharis and for the elections of student representatives by the GSC. The first stage for the election of the student representatives, i.e., electing from each class a member of the GSC, can be done over a period of a week.
- (b) Each voter in a category can cast as many votes as there are seats, one each in favour of different candidates from his/her category-Student, Teacher, Non-Teaching Staff.
- (c) Election will be through secret ballot.
- (d) The two teachers/non-teaching staff and three students polling maximum number of votes will be elected as representatives of the category, provided that:
 - (i) Representatives in each category will include a minimum of 50% of women.

- (ii) The representatives of non-teaching staff must include at least one from Group D.
- (iii) The student representatives include at least one from 2nd year in the CCC and at least one each from the post-graduate and research students in the UUCC.
- (iv) The elections will be conducted by the Principal. Head of Department as Returning Officer and Secretary, Staff Council, a Senior Professor as Presiding Officer.
- (v) At the time of counting the votes a nominee of each candidate can be present as an observer.

3. Nature of Campaigning:

Any campaigning against the tenets and spirit of the policy will lead to disqualification of the candidates by the presiding officer.

4. Constitution of the Committees:

(A) College Complaints Committee (CCC) :

1. *Two teacher representatives to be elected/nominated by the procedure outlined in Clause 5 (Procedure for the Constitution of Committees).
2. *Two non-teaching Staff representatives of the College (of which one must be from Group D) to be elected/nominated by the procedure outlined in Clause 5.
3. *Three student representatives to be elected from a Gender Sensitising Committee of students comprising one elected representative of each class. At least one of the three representatives should be a second year graduate student. The details of this procedure are outlined in Clause 5.
4. *Two persons with known contribution to women's issues, to be co-opted by the Committee from outside the College. One of these may preferably have a legal background.
5. The Chairperson (woman) to be elected from amongst the members.
6. The Member Secretary to be elected of these categories should be women.

* At least 50% of the members in each of these categories should be women.

The term of each member (other than students) shall be two years. The previous Committee will continue till the new Committee is constituted. The College should ensure that the new Committee is constituted latest by 20th September every year.

Complaints can be given to any member of the Committee. It will be incumbent on the Principal or any teacher/head of an administrative unit to forward a complaint she/he receives to the committee immediately.

(B) University Units Complaints Committee (UUCC) :

1. *Two teacher representatives to be elected/nominated by the procedure outlined in Clause 5 (Procedure for the Constitution of Committees).
2. *Two non-teaching Staff representatives of the College (of which one must be from Group D) to be elected/nominated by the procedure outlined in Clause 5.
3. *Three student representatives to be elected from a Gender Sensitising Committee of students comprising one elected representative of each class. At least one of the three representatives should be a post-graduate student and one should be a research student. The details of this procedure are outlined in Clause 5.
4. *Two persons with a known contribution to women's issues, to be co-opted by the Committee from outside the Unit. One of these may preferably have a legal background.
5. The Chairperson(woman) to be elected from amongst the members.
6. The Member Secretary to be elected from amongst the members.

The term of each member (other than students) shall be two years. The previous Committee will continue till the new Committee is constituted. The Unit should ensure that the new Committee is constituted latest by 20th September every year.

Complaints can be given to any member of the Committee. It will be incumbent on the head of any department/administrative unit or any teacher to forward a complaint she/he receives to the committee immediately.

* At least 50% of the members in each of these categories should be women.

(C) Central Pool Complaint Committee (CPCC) :

1. *Two members elected/nominated from each of the four categories, group A, B, C and D by the procedure outlined in Clause 5.
2. *Three persons with known contribution to women’s issues to be co-opted by the Committee from outside the Unit. One of these may preferably have a legal background.
3. The Chairperson (woman) to be elected from amongst the members.
4. The Member Secretary to be elected from amongst the members.

* At least 50% of the members in each of these categories should be women. The term of each member shall be two years. The previous Committee will continue till the new Committee is constituted. The Unit should ensure that the new Committee is constituted latest by 20th September every year.

Complaints can be given to any member of the Committee. It will be incumbent on the Registrar or the head of an administrative unit to forward a complaint she/he receives to the committee immediately.

(D) Apex Complaints Committee (ACC) :

1. The Director, Women’s Studies and Development Centre will be the Member Secretary of this Committee. Her office will function as the nodal agency and Secretariat.
2. One woman from the Proctorial team to be nominated by the Vice-Chancellor.
3. *Two teacher representatives to be elected/nominated from the pool of teacher representatives on all CCCs, UUCCs, by the procedure outlined in Clause 5.
4. *Two non-teaching representatives to be elected/nominated from the pool of non-teacher representatives on all CCCs, UUCCs, CPCCs by the procedure outlined in Clause 5.
5. * Three student representatives to be elected from the pool of student representatives on all CCCs, UUCCs by the procedure outlined in Clause 5. These should include at least one each from the undergraduate, graduate and researcher categories.
6. One woman teacher of the University with known contribution to women’s issues to be co-opted by the committee.

7. *Two persons to be nominated by the Vice-Chancellor from a panel prepared by the Committee. The panel will include names of five persons (with at least three women) from outside the University, who have made a known contribution to gender issues. One of these may preferably have a legal background.
8. One person with known contribution to gender issues to be nominated by the Vice-Chancellor.
9. The Chairperson (woman) will be nominated by the Vice-Chancellor from Category 7.

The term of each member (other than students) shall be two years. The previous Committee will continue till the new Committee is constituted. The WSDC should ensure that the new Committee is constituted latest by 20th September every year.

Complaints can be given to any member of the Committee.

General—As soon as the complaint is received, the same shall be sent to the committee within three days and the committee should initiate the process of inquiry within a week of the date of receipt of the complaint by the committee. The report of the Committee shall be placed before the Governing Body in the case of Colleges, or the Executive Council in all other cases.

5. Procedure for the Constitution of Committees:

The 1st meeting of seven elected members will be called before the 5th of September by the senior most Teacher elected. The seven members will elect a Chairperson (a woman) and Member Secretary for the year. They will also make a panel (in order of preference) of at least four individuals from outside the College/University Unit with known contribution to women’s issues. Immediately after the meeting (within three days) the Chairperson must write to the first two individuals on the panel requesting them to give their consent to be members of the Committee. This whole process of co-opting two members from outside the College/University Unit (of which at least one should be a woman), should be completed preferably by the 20th of September. The two co-opted members will remain on the Committee for a period of two years.

Section B: Subsequent Committees:

1. For Teachers/Non-Teaching Staff:

- (a) In the following year (II), the elected representative E1 who had polled the highest number of votes will continue and the other

* At least 50% of the members in each of these categories should be women.

representative E2 will be replaced by a representative NI nominated by the entire existing Committee, subject to the conditions laid down in mode of election 2(d)(i) and 2(d)(ii) of Section-A.

- (b) In the following year (III), the elected representative E1 will be replaced by an elected representative E3 (subject to the conditions laid down in mode of election 2(d)(i) and 2(d)(ii) of Section-A.
- (c) In the following year (IV), the nominated representative N1 will be replaced by a freshly nominated representative N2.

Thus elections will be held in alternate years, interspersed by nomination.

Nomination from within the institution, which will take place in alternate years, should be completed not later than the 15th of August.

2. For Students:

(a) College Complaints Committees (CCC): .

In Year II-

- (i) The second year student who had polled the highest number of votes (and is promoted to Third Year) will continue to be a member of the committee in Year II.
- (ii) The other two students will be replaced by fresh elections subject to 2(d)(i) and 2(d)(ii) of Section-A.

This procedure is to be repeated every year.

(b) University Units Complaints Committees (UUC):

In Year II-

- (i) The student with the highest number of votes and who has continued to remain a regular student of the University in the same course, will remain a member of the Committee.
- (ii) The other two students will be replaced by fresh election subject to provisions in 2(d)(i) and 2(d)(iii) of Section-A.

This procedure is to be repeated every year.

Note :- Subsequent elections to the CCC/UUCC from all categories will be conducted by the Chairperson and the Member Secretary.

In subsequent years the election of the Chairperson and Member Secretary will be from amongst all its members (including those co-opted from outside the University).

(c) Central Pool Complaints Committee (CPCC) :

Section A: The First Committee: (Year One):

- (i) Two representatives each will be elected from Group A, B, C and D employees, of which at least one in each category shall be a woman representative.
- (ii) The first meeting will be called by the senior most representative from Group A.
- (iii) The eight elected members will elect a Chairperson and a Member Secretary for the year.
- (iv) The elected members shall form a panel of 5 persons from outside their unit with known contribution to women's issues, 3 of which shall be co-opted into the committee as prescribed for the CCC/ UUCC.

Section B: Subsequent Years :

- (i) In the year (II), the representative E 1 who had polled the highest number of votes will continue and the other representative E2 shall be replaced by a representative NI nominated by the entire existing committee, subject to the conditions laid down in 1(a) of Section-B.
- (ii) In the following year (III) the elected representative EI shall be replaced by freshly elected representative E3 subject to the condition in 1 (a) of Section-B.
- (iii) In the following year, the nominated representative NI shall be replaced by a freshly nominated representative N2.

This procedure will be repeated every year.

Note :

1. The election in the first year will be conducted by the Registrar
2. The mode of election will be the same as for the CCC/UUCC.
3. In subsequent years the election/nomination to the CPCC will be conducted by the Chairperson and Member Secretary of the CPCC.
4. In subsequent years the election of the Chairperson and the Member Secretary will be from amongst all the members of the committee (including those co-opted from outside).

(d) The Apex Complaints Committee:

Section A : The First Committee: (Year One) :

1. Two teachers, two non-teaching staff, and three students will be elected respectively from an electoral college consisting of all the representatives from that category in all the CCC/UUCC/ CPCC, subject to at least 50% women in each category.
2. The electoral college for each category shall consist of all the representative members who are elected/nominated to the CCC/ UUCC/CPCC by the 31st of August. (This will not include the co-opted members).
3. Of the non-teaching staff, at least one each should be from the category of Group D.
4. Of the student representatives there should be at least one from each of the categories-Under Graduate, Post Graduate, and Researcher.
5. The process of election, conducted by the Chairperson of the WSDC (who is the Member Secretary of the ACC), should be completed by the 20th September.
6. *Constitution of the Committee:* The first meeting of the seven elected members and the VC's nominee from the Proctorial team should be called by the Member Secretary in the last week of September.

The nine members will nominate to the committee a woman teacher from the University who has demonstrated active concern on gender issues. In addition, they will prepare a panel of five persons (of whom at least three should be women) from outside the University, with known contribution to gender issues. From this panel the Vice-Chancellor should invite a woman to be the Chairperson of the Apex Committee, and one other person as a member of the committee. They should be nominated for a period of two years.

In addition, one person with known contribution to gender issues, shall be nominated to the Committee by the Vice-Chancellor.

The entire process of Constitution of the ACC should be completed by the 15th of October each year.

Section B: Subsequent Years:

1. For Teachers and Non-teaching Staff:

- (a) In the following year (II), the representative E1 who had polled the highest number of votes will continue and the other representative E2 will be replaced by a representative N1 nominated from the electoral college for that category by the entire existing committee subject to the conditions laid down in mode of election 2(d)(i) and 2(d)(ii) of Section-A.
- (b) In the following year (III), the elected representative E1 will be replaced by an elected representative E3 (subject to the conditions laid down in mode of election 2(d)(i) and 2(d)(ii)) of Section-A.
- (c) In the following year (IV), the nominated representative N1 will be replaced by a freshly nominated representative N2.

Thus elections will be held in alternate years, interspersed by nomination.

2. For Students:

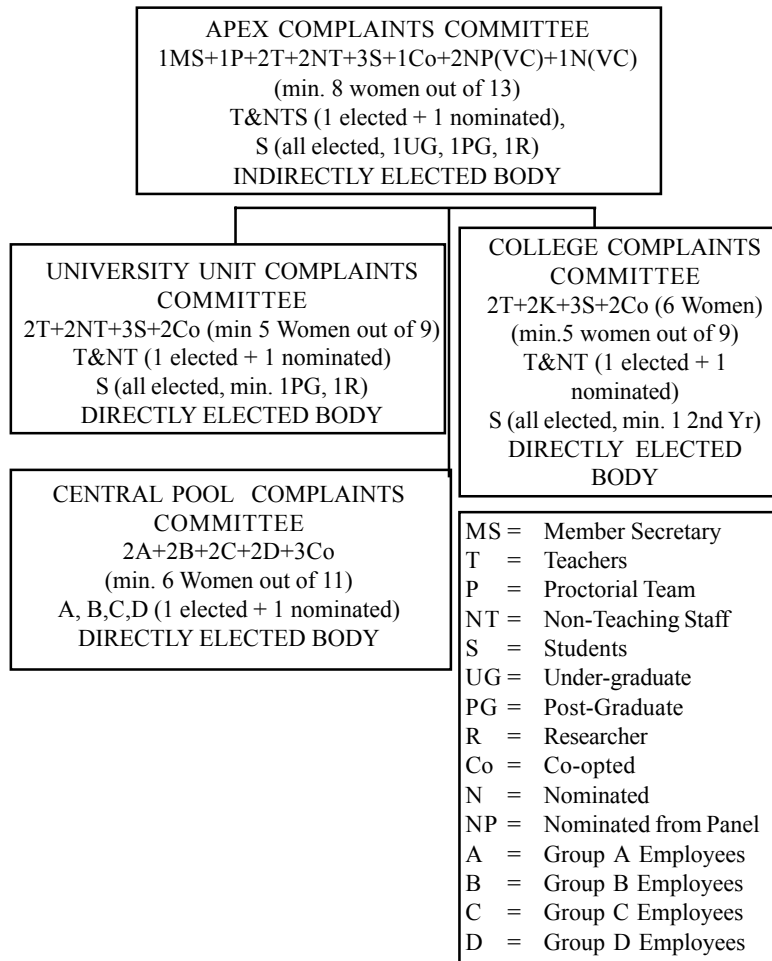
Elections will be held every year.

- Note:-*
1. The membership of co-opted persons in CCC/UUCC/CPCC, can be renewed after every two years by mutual consent of the other committee members.
 2. A casual vacancy in any category will, within ten days, be filled temporarily by nomination of a person from that category by the entire committee until a regular selection can be held. This arrangement should not ordinarily continue beyond a period of three months, but not beyond six months in any case.
 3. No member of the Apex Committee should be simultaneously a member of CCC/UUCC/CPCC. The members elected/nominated from CCC/UUCC/CPCC to the ACC will cease to be members of the former. The vacancies so created in the CCC/UUCC/CPCC will be filled by nomination, of a person from the relevant category, by the entire existing committee until the position is filled by the regular method of selection in the next academic session.
 4. If for an election to a CCC/UUCC/CPCC/ACC there are no candidates from a particular category then the existing committee shall nominate a person(s) from that category for that year.
 5. If in the case of membership to be decided on the basis of highest number of votes, both members had equal number of votes, or were elected unopposed, then the decision can be taken by drawing of lots in the Committee.

PROCEDURE FOR THE CONSTITUTION OF THE COMMITTEES

6. A member of the University, who has previously been convicted for sexual harassment shall not be eligible for membership of any of the Complaints Committees.
7. Only regular students of the University shall be eligible to stand for election, vote or be nominated to the committee although the current ex-students shall have the right to approach the committee in case of any complaint.
8. Only permanent employees (teachers or non-teaching staff) shall be eligible to stand for elections or to be nominated to the Committees, although temporary/ad-hoc or contractual employees shall have the right to vote.

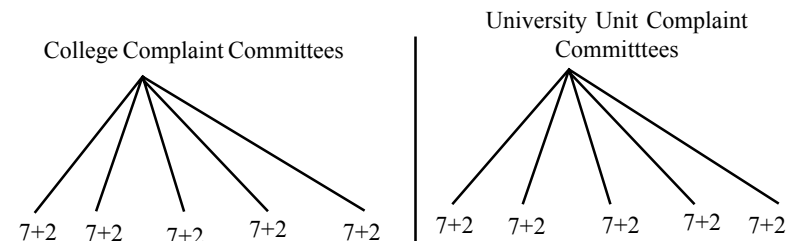
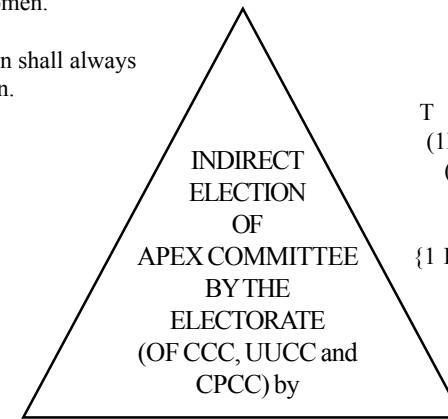
Structure of Complaints Committees/Centre



ORDINANCE-XV-D

Structure of Complaints Committee/Centre

- At least half the number of members of each committee shall be women.
- Chairperson shall always be a woman.



Central Pool Complaints Committee

8+3

W	-	Women
T	-	Teachers
NT	-	Non-teaching
S	-	Students
E	-	Elected
N	-	Nominated
Co	-	Co-opted
RES	-	Researcher
PG	-	Post-Graduate
UG	-	Under-Graduate

Powers and Duties of ACC/UUCC/CPCC/CCC :

Preventive :

1. To create and ensure a safe environment that is free of sexual harassment.
2. To create an atmosphere promoting equality and gender justice.
3. To publicise the policy in Hindi and English widely, especially through prospectuses, notice boards etc.
4. To publicise in English and in Hindi the names and phone numbers of members of the committees.
5. To plan and carry out programmes for gender sensitisation with the assistance of the Gender Sensitising Committees and the WDCs (wherever they exist).

Remedial:

1. The mechanism for registering complaints should be safe, accessible and sensitive.
2. To take cognisance of complaints about sexual harassment, conduct enquiries, provide assistance and redressal to the victims, recommend penalties and take action against the harasser, if necessary.
3. To recommend to the concerned authorities follow-up action and monitor the same.
4. To advise the disciplinary authority concerned to issue warnings or take the help of the law to stop the harasser, if the complainant consents.
5. To seek medical, police and legal intervention with the consent of the complainant.
6. To make arrangements for appropriate psychological, emotional and physical support (in the form of counselling, security and other assistance) to the victim if she/he so desires.

Procedure to be followed

Procedure for Registering Complaints:

1. All complaints must be brought by the complainant in person. The exception for this will be in cases of forced confinement of the person. In such a case, brought by another person on behalf of the complainant, the committee will examine whether an investigation, intervention or some other assistance is needed.
2. If the complainant wishes she/he can be accompanied by a representative.

3. Employees not covered by UUCC, CCC and CPCC can approach the ACC directly.
4. The Vice-Chancellor can refer any complaint to any of the Committees including the Apex Committee.
5. A complainant can go directly to the Apex Committee. However, in such cases, which should be exceptional, the complainant should give reasons for doing so. In such a case, it is open to the ACC to refer the complaint back to the appropriate CCC/UUCC/CPCC.

Enquiry Procedures:

1. All complaints made to any committee member must be received and recorded by the member, who shall then inform the Chairperson about the complaint, who in turn shall call a meeting of the committee.
2. All meetings of the committee will be called by the Member Secretary in consultation with the Chairperson and a notice of at least 3 to 5 working days must be given.
3. The committee is bound to maintain confidentiality during the time of the enquiry in order not to prejudice the proceedings.
4. After the report has been finalised, confidentiality should be maintained, if the complainant so desires, by withholding the complainant's name and other particulars that would identify her. (Revealing the identity either in exceptional cases such as stalking may put the complainant at greater risk or as a result of social prejudices the complainant may face additional adverse effects as a result of public circulation of the finished report).
5. During an enquiry the quorum for all committee meetings will be one-third of the total membership, and must include at least one member from the complainant's category as well as one of the two members co-opted from outside.
6. The UUCC/CCC/CPCC/ACC will, within ten days of the receipt of the complaint, establish a prima facie case of sexual harassment on the basis of both the definition of sexual harassment as given in this policy, and the jurisdiction of this policy. Reasons for not pursuing a complaint must be recorded in the minutes and made available to the complainant in writing.
7. In case of a complaint filed by another person on behalf of the complainant (where the complainant is in confinement), the complaint will be investigated in order to explore whether a prima facie case of sexual harassment exists and whether intervention or some other assistance is required.

8. In case a prima facie case is established the UUCC/CCC/CPCC/ACC shall set up an enquiry committee of 3-5 members, with at least one member of the complainant's category, as well as a member from outside the University.
9. The sub-committee must inform the accused in writing about the charges made against him/her and she/he should be given a period of five days from the date of receipt of the notification to respond to the charges.
10. During the enquiry procedure, the complainant and the accused will be called separately so as to ensure freedom of expression and an atmosphere free of intimidation. The complainant will be allowed to be accompanied by one representative during the enquiry.
11. The sub-committee must submit its report to the larger committee not later than 15 working days. The larger committee will discuss the report and make recommendations for punitive action if required.
12. The entire process of enquiry should be completed within one month.
13. The complainant or the accused may appeal to the Apex Committee if they are dissatisfied with the decision of the CCU/UUCC/CPCC.

- Note :**
1. A complainant has the right to go public if she/he so desires. Going public before giving in the complaint to the committee by the complainant should not prejudice the committee members. Once a complaint has been given to the committee, the complainant should preferably not go public till the enquiry is completed unless required.
 2. Filing of a grievance/complaint shall not adversely affect the complainant's status/job/salary/promotion/grades etc.
 3. The UUCC/CCC/CPCC/ACC should make efforts to ensure that the complainants and the witnesses are not further victimised or discriminated against while it is dealing with the complaint. The committee shall take action against any one who intimidates the complainant or members of the committee, during or after the enquiry.
 4. Any committee member charged with sexual harassment in a written complaint must step down as member during the enquiry into that complaint.
 5. Each UUCC/CCC/CPCC/ACC should form a small crisis intervention group comprising a group of committee members who should be readily accessible. At least 75 percent of the crisis intervention group should be women. The telephone numbers of members should be widely publicised. The committee should have names and easy access to groups and/or individuals who can assist by providing legal, medical and/or psychological help.

Redressal :

1. UUCC/CCC/CPCC/ACC can ask the College/University to suspend the alleged harasser from an administrative post/classes if his/her presence is likely to interfere with the enquiry.
 2. The victim of sexual harassment as per the Supreme Court judgment, will have the option to seek transfer of the perpetrator or their own transfer where applicable.
 3. The Head of the institution upon receipt of the enquiry report, shall refer the same to the Governing Body/Executive Council (EC) and institute disciplinary action on the basis of the recommendations of the Complaint Committee under relevant service rules.
 4. The disciplinary action will be commensurate with the nature of the violation.
- A.** In the case of University/College employees, disciplinary action could be in the form of :
- (i) Warning
 - (ii) Written apology
 - (iii) Bond of good behaviour
 - (iv) Adverse remarks in the Confidential Report
 - (v) Debarring from supervisory duties
 - (vi) Denial of membership of statutory bodies
 - (vii) Denial of re-employment
 - (viii) Stopping of increments/promotion
 - (ix) Reverting, demotion
 - (x) Suspension
 - (xi) Dismissal
 - (xii) Any other relevant mechanism.
- B.** In case of students, disciplinary action could be in the form of:
- (i) Warning
 - (ii) Written apology
 - (iii) Bond of good behaviour
 - (iv) Debarring entry into a hostel/campus
 - (v) Suspension for a specific period of time
 - (vi) Withholding results

- (vii) Debarring from exams
- (viii) Debarring from contesting elections
- (ix) Debarring from holding posts such as member of Committee of Courses, membership of college union, etc.
- (x) Expulsion
- (xi) Denial of admission.
- (xii) Declaring the harasser as “persona non grata” for a stipulated period of time
- (xiii) Any other relevant mechanism.

(Note:- The reasons for the action have to be provided in writing. Action will be taken against person(s) who try to pressurise the complainant in any way).

- C. In the case of third party harassment/outsider harassment, the University/College authorities shall initiate action by making a complaint with the appropriate authority.
- 5. Enhancement of disciplinary action, by the committee, could depend on factors such as the nature and extent of injury caused to the complainant, the impact of the violation on the institutions as a whole, the position of the harasser in the power hierarchy, repetition of offence, etc.
- 6. Non-adversarial modes of redressal and resolution could also be considered in appropriate cases. Examples of this may be verbal warning, verbal apology promise of good behaviour etc.

Ord. XVI Delhi University Library System

- 1. The Delhi University Library System comprises the Central Library and the libraries established in the various campuses, faculties, schools, departments and centers of the University of Delhi. The Library System shall be managed and administered by a Governing Body, and each library in the System shall be managed and administered by a Library Committee under the supervision and control of the Governing Body.
- 2. Subject to the supervision and control of the Executive Council there shall be a Governing Body constituted for the management and administration of the Delhi University Library System.

The Governing Body shall be constituted as follows:

- 1. Pro-Vice-Chancellor - Chairperson -ex-officio

- 2. Treasurer -ex-officio
- 3. Director, South Campus -ex-officio
- 4. Deans, Faculties of Arts, Science and Social Sciences -ex-officio
- 5. Director, Delhi School of Economics -ex-officio
- 6. Registrar -ex-officio
- 7. One other Dean by rotation (except Medicine, Engineering and Technology) nominated by the Vice-Chancellor -ex-officio
- 8. Director, DU Computer Centre -ex-officio
- 9. Six members, to be nominated by the Vice-Chancellor of whom one shall be an expert in Library and Information Science, one shall be a member of Executive Council, one shall be a member of Academic Council, one Professor, one Reader and one Lecturer.
- 10. One employee of the University Library System, by rotation, to be nominated by the Vice-Chancellor.
- 11. Librarian -Member-Secretary

- 2.1 In the absence of the Pro-Vice-Chancellor, Vice Chancellor shall nominate the Chairperson.
- 2.2 The members of the Governing Body, other than ex-officio members, shall hold office for a term of two years.
- 2.3 The Governing Body shall meet at least twice in a year. One third of members will constitute quorum at a meeting of the Governing Body.
- 2.4 Under the control of the Executive Council the Governing Body shall administer the Library System through the Librarian and shall frame rules for its management. The administrative functions pertaining to establishment matters such as staff recruitment and personnel management, in the Library System shall be looked after by the Establishment Branch of the University Administration in consultation with the Librarian. The management of finance of the Library System shall be looked after by the Finance Branch of the University Administration in consultation with the Librarian.

- 2.5 The Governing Body shall arrange for periodic inspection of each Library at least once in two years and shall take necessary steps to streamline the functioning of various libraries in the system.
- 2.6 The Governing Body shall constitute one or more standing committees to oversee on a regular basis the specific aspects of operations of the Library System, including a committee to recommend the distribution of resources among libraries of the system, and committees to manage the Central Library and the South Campus Library.
- 2.7 The Governing Body shall approve estimates of income and expenditure of the University Library System and such other supplementary and revised estimates as may be necessary from time to time and submit the same for approval to the Finance Committee and the Executive Council.
- 2.8 Based on the annual reports of various units, the Governing Body shall approve an annual report of the Library System as a whole prepared by the Librarian, and place it before the Executive Council. A report on academic aspects shall be placed before the Academic Council.
- 2.9 On the direction of the Pro-Vice-Chancellor, in his capacity as Chairperson, meetings of the Governing Body shall be convened. The Librarian shall, ordinarily at least seven days before each meeting of the Governing Body, issue to each member thereof, a notice convening the meeting and a copy of the Agenda thereof. Provided that in case of emergent meetings, the Chairman may suspend or modify the operation of the above rule regarding issue of notice and agenda.
3. There shall be a Library Committee for each Library in the University Library System to monitor, regulate and review the functioning of the Library and to advise the Administrative Head of the Unit in which the Library is located.

The Library Committee shall be constituted as follows:

1. Administrative Head of the unit in which the Library is located – Chairperson
2. (a) For a library that services one department:
Three to six teachers to be nominated by the Head of the Department
- (b) For a library that services more than one department:
One or two representatives of each Department to be nominated by the concerned Head of the Department.

3. One Professional Senior in rotation by seniority and one Professional Junior in rotation by seniority, from among those working in that Library; provided that in the absence of either category no substitution will be made between the two categories.
4. Three students with high academic achievements enrolled as members in the Library concerned to be nominated by the Administrative Head of the Unit concerned for one year.
5. Professional in-charge of the Library – Member Secretary.
- 3.1 Members of the Library Committee, other than ex-officio and student members, shall hold office for a period of two years.
- 3.2 One third of total membership shall form the quorum.
- 3.3 Each Library Committee shall meet at least once in a term.
- 3.4 The functions of the Library Committee shall include acquisition of books and journals and other related material, formulation of guidelines for such acquisition and for periodic stock verification, allocation of tasks to staff, library discipline, user services, inter-library co-operation and networking.
- 3.5 The Library Committee of a unit shall formulate proposals concerning estimates of income and expenditure and forward it to the Member-Secretary of the Governing Body.
- 3.6 The Library Committee of a Unit shall prepare an annual report of the Library concerned and submit the same to the Librarian for consolidation and submission to the Governing Body.
- 3.7 On the direction of the Administrative Head of the Unit in which the Library is located, meetings of the Library Committee shall be convened. The Member-Secretary shall send, ordinarily at least seven days before each meeting of the Library Committee to each member thereof, a notice convening the meeting and a copy of the Agenda thereof. Provided that in the case of emergent meetings, the Chairman may suspend or modify the operation of the above rule regarding issue of notice and agenda.
- 3.8 Not less than half the members of the Library Committee may send a request to the Chairperson to requisition a meeting of the Library Committee.

Ord. XVII. Finance Committee

1. No reappropriation of allotments in the annual budget shall be made except by the Executive Council on the advice of the Finance Committee.

2. The Finance Committee shall make such reports to the Executive Council from time to time as it may think fit on any matter affecting the finances of the University.

CHAPTER VII

OF COLLEGES AND HALLS**Ord. XVIII. Colleges other than those Maintained by the Government of India.**

1. No College shall have more than 1,000 students on its rolls, and in case of an Extended College, not more than 1,500 students, except with the specific approval of the University.

1-A. A College seeking recognition as a Constituent College must have an endowment fund of Rs. 5 lakhs of which at least Rs. 3 lakhs should be immediately available and the balance to be deposited within four years, and have either suitable buildings or a building fund of at least Rs. 3 lakhs. It shall also satisfy the University that either it already has 7-8 acres of land (4-5 if there is no hostel attached) or has reasonable prospects of having the same for the College building.

A College seeking recognition as an affiliated College must have an endowment fund of Rs. 3 lakhs of which Rs. 2 lakhs should be immediately available and the balance to be deposited within two years, and have either suitable buildings or a building fund of at least Rs. 2 lakhs. It shall also satisfy the University that either it already has a minimum of 3 acres of land (or 5 acres of land if hostel is attached) or has reasonable prospects of having the same :

Provided that the provisions of this clause shall not apply in the case of a college whose entire financial responsibility is borne by the Government of India/Delhi Administration in conjunction with the University Grants Commission.

1-B. Permanent Affiliation

(a) Subject to the provisions of Statute 30, the Executive Council may grant permanent affiliation to any institution if the following conditions are satisfied :

- (i) that the constitution and personnel of the Governing Body are in accordance with the Ordinances and Statutes of the University.
- (ii) that the fees levied or proposed to be levied and the provision made for the expenditure on buildings and for the continued maintenance and efficient working of the institution are in accordance with the rules and regulations laid down by the University.

- (iii) that satisfactory arrangements exist for library, laboratory (in case of science subjects) and other facilities and emoluments of the teaching and non-teaching staff and their terms and conditions of service are in accordance with the Ordinances of the University.

(b) The Executive Council may, if it is so desired, cause an institution to be inspected for the purpose of ascertaining that the above conditions are satisfied.

Provided that no institution shall be granted affiliation unless it has a standing of one year, has fulfilled all the conditions of affiliation and attained the academic and administrative standards prescribed by the University from time to time.

2. The Governing Body will meet at least once in a term, and, subject as hereinafter provided, shall have general supervision and control of the affairs of the College and maintain its own records of its proceedings which shall be open to inspection by the inspection authority.

3. (1) The members of the Governing Body, other than the Principal, shall hold office for a period of one year and shall be eligible for re-appointment or re-election, provided that in respect of teachers' representatives provisions of Sub-Clause (2) of this Clause shall apply.

Provided that on the expiry of one year the Executive Council may, either on the request of the Trust/Delhi Administration or on its own, as the case may be, if it is satisfied that the circumstances so warrant, extend the term of the existing nominees of the Trust/Delhi Administration on the Governing Body for a further period not exceeding six-months but not more than three months, at a time.

Provided further that on the grant of approval by the Executive Council the existing office bearers of the Governing Body shall continue to function as such for the extended period.

(2) The teacher's representatives shall become members of the Governing Body by rotation according to seniority. At least one of the representatives from among the teachers of the Day Classes and one of the representatives from among the teachers of the Evening Classes (where Evening Classes are held and Evening teachers are represented on the Governing Body) shall be from among those with more than 10 years of service and at least one from among those from the Day Classes and one from among those from the Evening Classes with less than 10 years of service. If, however, eligible candidates are not available in one of those categories, namely, those with more than 10 years' service and those with less than 10 years' service, all the representatives may be taken from the other. The term of membership of teachers' representatives shall be for a period of one year :

Provided that a teacher who has become a member of the Governing Body of a College under the category of teachers with less than 10 years' service and completes his ten years' of service during the term of his membership as such, will nevertheless continue to be a member of the Governing Body for the full term of one year.

Note: For the purpose of this Clause "teachers" will be understood to be those holding a permanent whole time post, with requisite service in the College in question.

(3) The Governing Body shall elect from among its own members a Chairman to hold office for one year provided that this does not exceed his current term as a member of the Governing Body, and shall be eligible for re-election.

(4) In this Clause and in subsequent Clauses of this Ordinance, if not specified, Principal includes Principal (Evening Classes).

4. (1) The Governing Body shall appoint a Treasurer from among its own members to supervise the receipts and expenditure of the Governing Body, who shall be responsible for the proper keeping of its accounts.

(2) The Governing Body, on the recommendation of the Principal, shall appoint a Bursar who shall be a member of the teaching staff and who shall assist the Principal in the maintenance of accounts and in the day-to-day financial affairs of the College. The Principal and Bursar shall jointly operate the Bank account within the budget estimates relating to maintenance grant items duly approved by the Governing Body.

(3) The Principal shall be the Member Secretary of the Governing Body and shall not accept the membership of the Governing Body of any other College of the University. It shall be the duty of the Member-Secretary to summon meetings with the consent of the Chairman and in accordance with the Regulations framed by the Governing Body for the purpose and to record proceedings of the meetings.

(4) If the Governing Body wish to appoint a Vice-Principal, it should do so with the prior approval of the University. The appointment of the Vice-Principal shall be made from among the Readers in the College who *fulfil the qualifications for the post of Principal*. The appointment of such Vice-Principal shall require the approval of the University.

(5) The appointment of the Librarian and the Director of Physical Education in the College shall be made by the Governing Body of the College by advertisement. The Selection Committee for recommending appointment of the Librarian and the Physical Director will be constituted as follows :

Librarian :

1. Chairman of the Governing Body or his nominee. (Chairman)
2. One University representative on the Governing Body.
3. University Librarian.
4. Head of the Department of Library and Information Science.
5. Principal of the College/Principal (Evening Classes) in case the Selection is for the evening classes.

Three members inclusive of the Chairman and University Librarian or Head of the Department of Library and Information Science of the University shall form a quorum.

Director of Physical Education :

1. Chairman of the Governing Body or his nominee. (Chairman)
2. One University representative on the Governing Body.
3. Director of Physical Education of the University.
4. Principal of the College-Principal (Evening Classes) in case the selection is for the evening classes.
5. Two experts nominated by the Academic Council from out of the panel of names approved by it.
6. Director of Physical Education in the College in case of selection of additional post of Director of Physical Education.

Three members inclusive of the Chairman and an expert nominated by the Academic Council or the Director of Physical Education of the University shall form a quorum.

5. The accounts of the college shall be kept in such form as the University Grants Commission may prescribe. The accounts shall be audited by an auditor chosen by the Governing Body out of a panel of three Auditors approved by the University in consultation with the Institute of Chartered Accountants, New Delhi.

6-A. (1) There shall be a Staff Council in every College.

(2) All the members of the teaching staff, the Librarian and the Director of Physical Education shall constitute the Staff Council.

(3) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Principal shall act as Principal-in-Council in respect of matters on which Staff Council is required to take decisions.

(4) (a) The Principal shall be *ex-officio* Chairman of the Staff Council.

(b) The Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no person shall hold office of Secretary for more than two consecutive terms.

(5) (a) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters:

- (i) Preparation of College time-table.
- (ii) Allocation of extra-curricular work of teachers not involving, payment of remuneration.
- (iii) Organising extra-curricular activities, including cultural activities of students, sports, games, National Service Scheme and other social services schemes and academic societies.
- (iv) Laying down guide-lines for purchase of library books and laboratory equipment in consultation with the appropriate departments.
- (v) Organising admission of students.

(b) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall make recommendations in respect of the following matters :

- (i) Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments;
- (ii) Formulation of admission policy within the framework of the policy laid down by the University;
- (iii) Formulation of guidelines regarding arrangements for the residence and welfare of students in consultation with appropriate students' organisations;
- (iv) Formulation of guide-lines regarding discipline of the students;
- (v) Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

Note : The administrative staff of the College will not be within the purview of the Staff Council.

B. (a) The Staff Council shall function through Committees appointed by the Council. Ordinarily (i) no person shall be member of more than two Committees at a time; and (ii) no person shall hold office as a member of a Committee for more than two consecutive terms.

(b) The Principal shall have the right to be present and to speak any meeting of any Committee.

(c) Each Committee shall have a Convenor appointed by the Staff Council, who shall convene the meetings of the Committee, and the minutes of the meetings shall be prepared and maintained by him.

(d) The decisions of the committee shall be reported to the subsequent meeting of the Staff Council for ratification, wherever necessary.

(e) The Principal shall implement all decisions of the Staff Council. If, in the opinion of the Principal, however, any emergency has arisen which requires that immediate action should be taken, the Principal shall take such action as he deems necessary and shall report the same to the next meeting of the Staff Council for confirmation.

C. The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

7. (1) The appointment of the Principal and other members of teaching staff shall be made after advertisement.

The Principal should, in addition to his duties as Principal, be also required to undertake some teaching work in the College, or the University.

(2) The appointment of the Principal shall be made by the Governing Body of the College on the recommendation of a Selection Committee* consisting of the Chairman of the Governing Body (Chairman), one member of the Governing Body to be nominated by the Chairman, two nominees of the Vice-Chancellor, out of whom one should be an expert, three experts consisting of the Principal of a College, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body) out of a panel of experts approved by the Vice-Chancellor (At least four members, including two experts, should constitute the quorum), provided that prior to final selection and appointment (a) the Governing Body shall submit to the University a list of persons who have applied for the post of Principal, as also names of persons, who may not have applied but whose names the Governing Body may desire to consider for the post, in a form as prescribed by the University and shall indicate the persons from whom, in their opinion, the final selection may be made; (b) the list thus submitted by the Governing Body shall be considered by a Selection Committee constituted for the purpose and consisting of the following :

- (i) Vice-Chancellor,
- (ii) Pro-Vice-Chancellor,

*Modified to bring them in Ordinance with UGC regulations vide letter no. F.3-1/2000(PS) dt. 4.4.2000 as directed by the Hon'ble Visitor vide MHRD letter no. F.4-22/2002-(Desk) (U) dt. 7.1.2004.

**The above provision shall apply Mutatis, Mutandis to Colleges and Institutions maintained by the University under Ordinance XX except UCMS/VPCI/ACBR.

- (iii) A nominee of the Visitor;
- (iv) Chairman of the Governing Body of the College concerned; and
- (v) Two members of the Executive Council, nominated by it;

and (c) on the recommendation of the Selection Committee the University shall transmit to Governing Body a list of persons mentioned in the order of preference whom the University would be prepared to recognise as Principal or, if none of the applicants are considered suitable, shall refrain from sending a list, in which case the post shall be re-advertised :

Provided that where in the opinion of the Vice-Chancellor, emergency action is called for or where in his opinion, it would be unnecessary to adopt the procedure prescribed in (b) and (c) above, the Vice-Chancellor may indicate merely which of the candidates included in the list submitted by the Governing Body under sub-Clause 2(a) of Clause 7 of Ordinance XVIII, will not be acceptable to the University, briefly indicating ground for the decision. In such a case, the Governing Body will be free to appoint any person from any of the candidates against whom no such disapproval has been indicated.

(3) In case of a casual vacancy in the office of the Principal, the Vice-Principal, if any, shall until the appointment of the Principal, act as the Principal. In case there is no Vice-Principal, the senior most teacher shall act as Principal. The teacher so to act as Principal shall fulfil the minimum eligibility requirements for appointment as Principal of the College.

Such temporary arrangements shall be made ordinarily for a period not exceeding six months and shall require the prior approval of the University.

3. (a) If the arrangement is for less than *one month*, the Vice-Principal shall not get any additional allowance. If the arrangement exceeds *one month* but is less than six months, the Vice-Principal shall be eligible for 10% of the minimum of the basic pay of the post of Principal as "Additional Charge Allowance". Further, if the arrangement exceeds six months, the Vice-Principal shall be designated as "Officiating Principal" and shall be eligible for the scale of pay of the post of Principal for the duration of the arrangement.

3 (b) In the case of a long term vacancy in the office of the Principal being appointed as an officer of the University or on deputation to a government /educational institution, an appointment can be made for the period of lien. The person to be appointed must fulfil the minimum eligibility requirements for appointment as Principal of the College. The appointment shall be made after due advertisement by a Selection Committee to be constituted by the Governing Body on the same basis as that for the appointment of the Principal. Such appointments shall require the prior approval of the University. The person so appointed, shall be entitled to the salary and other allowances of the Principal, only for the period of such appointment.

3 (c) Where circumstances so warrant that it may be necessary to appoint an OSD to officiate as Principal, the Governing Body may recommend a panel of at least three names to the Vice-Chancellor for approval of a candidate for appointment as an OSD. However, in case there is no appointing authority to recommend such a panel, the Vice-Chancellor shall appoint the OSD. The appointment of OSD shall ordinarily be for a period of six months, which may be extended or terminated with the prior approval of the Vice-Chancellor.

4(a) Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows :

1. Chairperson of the Governing Body of the College or his/her nominee to be the Chairperson of the Selection Committee.
2. Principal of the concerned College (Principal Evening College in case the Selection is for a teacher in the Evening College).
3. *Two nominees* of the Vice-Chancellor, of whom one should be a subject expert.
4. *Two subject-experts* not connected with the College to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
5. One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

4(a) Modified to bring them in consonance with UGC's vide its letter No. F.3-1/2000 (PS) dated 04.04.2002 as directed by the Hon'ble Visitor vide MHRD letter No. F.4022/2002-Desk (U) dated 07.01.2004.

4(a) The above provisions i.e. 7(4-A) shall apply mutatis mutandis to Colleges and Institutions maintained by the University under Ordinance XX except UCMS/VPCI/ACBR.

(4-b) The Screening/Evaluation Committee for recommending promotion of Lecturers to the Readers' grade under the Merit Promotion Scheme of 1983 shall consist of the following :-

1. The Chairman of the Governing Body of the College concerned or his nominee'.
2. The Principal of the College/Principal, evening classes in case the selection was for a teacher for the evening classes
3. The Head of the University Department;
4. Another member of the University Department in the subject concerned from amongst the Professors and Readers to be nominated by the Vice-Chancellor out of a panel drawn by the Department and approved by the Academic Council;
5. A teacher of the College in the Selection Grade (Reader's Grade) in the subject concerned in order of seniority by rotation for a period of two years.

4-(c)(a) The Selection Committee for recommending promotion of Lecturer to Lecturer in Senior Scale under the relevant Merit Promotion Scheme, shall consist of the following :

1. Chairman of the Governing Body of the College or a member of the Governing Body nominated by him/her (Chairman) :
2. Principal of the College/Principal (Evening Classes) in case the promotion is for a teacher for the Evening Classes :
3. One Expert to be nominated by the Academic Council, viz. the Head of the Department in the University in the subject concerned :
4. Another member of the University in the subjects concerned from amongst the Professors and Readers out of a panel of experts drawn by the Department and approved by the Academic Council to be nominated by the Vice-Chancellor :
5. A Reader/Lecturer in Reader's Grade (Selection Grade) in the subject concerned in the College in order of seniority for a period of three years.

Note : (i) At least four persons present at the meeting inclusive of the Chairman and one out of categories 3 and 4 shall form the quorum.

(ii) The Selection Committee may at their discretion require any candidate to appear for interview.

Provided that the Selection for recommending promotion of Lecturer in (Director of) Physical Education to Lecturer in (Director of) Physical Education in Senior Scale under the relevant Merit Promotion Scheme shall consist of the following :

1. Chairman of the Governing Body of the College or a member of the Governing Body nominated him/her (Chairman);
2. Principal of the College/Principal (Evening Classes) in case the promotion is for a teacher of the Evening Classes;
3. Director of Physical Education in the University;
4. Two experts nominated by the Academic Council from out of the panel of names approved by it.
5. Reader in Physical Education/Lecturer in (Director of) Physical Education in Reader's Grade (Selection Grade) in the College.

Note : (i) At least four persons present at the meeting inclusive of the Chairman and one out of categories 3 and 4 shall form the quorum.

(ii) The Selection Committee may at their discretion, require any candidate to appear for interview.

(b) The Selection Committee for recommending promotion of Lecturer/Lecturer in Senior Scale (other than Physical Education) to Reader/Lecturer in Reader's Grade (Selection Grade) and for designating a Lecturer in Reader's Grade (Selection Grade) as Reader under the relevant Merit Promotion Scheme shall consist of the following :

1. A nominee of the Vice-Chancellor (Chairman)
2. Chairman of the Governing Body of the College or a member of the Governing Body nominated by him/her;
3. Principal of the College/Principal (Evening Classes) in case promotion is for a teacher of the Evening Classes.
4. One Expert to be nominated by the Academic Council, viz., the Head of the Department in the University in the subject concerned;
5. Two experts in the subject out of a panel drawn by the University Department and approved by the Academic Council to be nominated by the Vice-Chancellor;

6. A Reader in the subject concerned in the College in order of seniority for a period of three years; and if the Selection is for the Lecturer in Reader's Grade (Selection Grade), a Reader/Lecturer in Reader's Grade (Selection Grade), in order of seniority for a period of three years;
7. One of the representatives of the University on the Governing Body.

Provided that in case the Selection Committee finds that a candidate is not suitable for promotion as Reader, it may consider him/her for promotion in Reader's Grade (Selection Grade). However, he/she can apply for being considered for Reader's designation after one year.

Note : (i) At least 5 persons present at the meeting inclusive of 1 and 2 and at least two from categories 4 and 5 shall form the quorum.

(ii) Every candidate will be required to appear for interview before the Selection Committee unless on his/her request the Selection Committee agree to consider him/her in absentia.

Provided that the Selection Committee for recommending promotion of Lecturer in (Director of) Physical Education/Lecturer in (Director of) Physical Education in Senior Scale to Reader/Lecturer in (Director of) Physical Education in Reader's Grade (Selection Grade) and for designating a Lecturer in (Director of) Physical Education in Reader's Grade (Selection Grade) as a Reader in the College under the relevant Merit Promotion Scheme shall consist of the following :

1. A nominee of the Vice-Chancellor (Chairman);
2. Chairman of the Governing Body of the College or a member of Governing Body nominated by him/her;
3. Principal of the College/Principal (Evening Classes) in case promotion is for a teacher of the Evening Classes;
4. Director of Physical Education in the University;
5. Two experts out of the panel approved by the Academic Council to be nominated by the Vice-Chancellor;
6. A Reader in Physical Education in the College and if the Selection is for Reader's Grade (Selection Grade), a Reader/Lecturer in Physical Education in Reader's Grade (Selection Grade) in order of seniority for a period of three years;
7. One of the representatives of the University on the Governing Body.

- Note :* (i) At least 5 persons present at the meeting inclusive of 1 and 2 and at least two from categories 4 and 5 shall form the quorum.
- (ii) Every candidate will be required to appear for interview before the Selection Committee unless on his/her request the Selection Committee agrees to consider him/her in absentia.

(c) The Selection Committee for recommending promotion of Reader as Professor under the relevant Merit Promotion Scheme shall consist of the following :

1. Vice-Chancellor/Pro-Vice-Chancellor/nominee of the Vice-Chancellor (Chairman);
2. Chairman of the Governing Body of the College or a member of the Governing Body nominated by him/her.
3. Principal of the College/Principal (Evening Classes) in case the promotion is for a teacher in the Evening Classes;
4. One expert to be nominated by the Academic Council, viz., the Head of the Department in the University in the subject concerned, if he/she is a Professor;
5. Three experts in the subject concerned out of a panel drawn by the department and approved by the Academic Council to be nominated by the Vice-Chancellor;
6. A Professor in the subject concerned in the College;
7. One of the representatives of the University on the Governing Body, if he/she is a Professor.

- Note :* (i) At least 5 persons present at the meeting inclusive of 1 and 2 and at least three from categories 4 and 5 shall form the quorum.
- (ii) Every candidate will be required to appear for interview before the Selection Committee unless on his/her request the Selection Committee agree to consider him/her in absentia.

(5) The Governing Body, before advertising an appointment on the teaching staff shall give notice to the University of their intention so to do and shall take into consideration any representations which the University may make thereon within fourteen days.

(6) Members of the teaching staff of the College (other than a member appointed temporarily in case of emergency, or a member appointed to take the place of a member absent on leave or by reason of sickness, or on a contract basis) may be appointed on probation for not more than one year and if confirmed after the probationary period shall be appointed to the post on a permanent basis.

The period of probation may be extended in special case for a further period of one year.

In the case of teachers on probation whose work was not found to be satisfactory, periodical warnings should be given to them.

Principals of colleges will be exempted from the above and shall be appointed on a permanent basis.

In the case of members of the teaching staff appointed on probation or on a temporary basis, the engagement may be terminated by one month's notice on either side or by the payment of a sum equivalent to one month's salary by the party choosing to terminate such engagement.

Provided that where the engagement is for a period less than one month, neither notice nor payment of salary in lieu of notice shall be necessary.

(7) Not more than one-third of the total number of the teaching staff shall be on a temporary or contractual basis at the same time.

(8) The engagement of the Principal or of any other member of the teaching staff may be summarily determined by the Governing Body for misconduct, but save as aforesaid shall not be determined except for good cause and after three month's notice in writing or the payment of three months' salary in lieu of notice.

In the case of a teacher who has served for not less than one academic year on the staff of the college the notice given under this condition shall take into account any period by which the vacation already taken with salary falls short of three months.

(9) No decision for the termination of the services of any teacher or Principal appointed on substantive basis whether on probation or permanent, or for his suspension, shall be taken by the College or the institution concerned without the prior approval of the Vice-Chancellor.

(10) A member of the teaching staff of a College, including the Principal, may at any time terminate his engagement by giving three months' notice in writing to the Governing Body, and if three months' notice in writing is not given such member of the teaching staff shall become liable to pay to the Governing Body a sum equivalent to thrice his

monthly salary unless the Governing Body decides in any particular case not to realise such sum from such member:

Provided that in the case of a member of the teaching staff on a contractual basis, the contract may provide for a lesser period of notice than three months but not less than one month and the provisions of this paragraph shall be construed accordingly.

(11) Any dispute arising in connection with termination of the service of either the Principal or of any member of the teaching staff of a College except when on probation or on a temporary basis shall be referred to the arbitration of an Appeal Committee of three independent persons appointed by the Chancellor. The Appeal Committee shall have power to inquire into the facts and to interpret the terms of any Agreement, and its decision shall be final and binding on both parties and the Indian Arbitration Act, 1940, shall apply to such arbitration. The Appeal Committee shall give its final decision within a reasonable time:

Provided that during the pendency of the appeal, the teacher shall continue to draw such salary or subsistence allowance, as the case may be, as he was drawing immediately prior to the termination of his/her services.

8. (1) The payment of salaries to teachers shall be in accordance with scales approved by the Government of India.

(2) Increments shall be granted by the Governing Body on the recommendation of the Principal and shall not be withheld without the consent of the University.

9. The number of recognised teachers in any College shall be such that the proportion of students on the rolls of the College to the teachers in the College shall, not exceed twenty to one in case of Pass students and twelve to one in the case of Honours and Post-graduate students unless a higher proportion is approved by the Government of India.

10. (1) Every Governing Body shall maintain a Provident Fund for the benefit of members of its teaching staff, in accordance with rules prescribed by the Government of India.

(2) The accounts of the Fund shall be duly audited each year and a copy of the accounts so audited shall be furnished to each subscriber to the Fund.

11. The Executive Council may from time to time cause an inspection to be made of the College for the purpose of satisfying themselves that the conditions of this Ordinance or any conditions on which recognition has been given are being complied with.

Ord. XVIII-A. Sherubtse College, Kanglung, Maintained by the Royal Government of Bhutan.

1. Nothing contained in Ordinance XII or Ordinance XVIII of the Ordinances of the University will apply to this College and the provisions of this Ordinance shall have over-riding effect in respect of any matter pertaining to these Ordinances.

2. There shall be an Advisory Committee to manage the affairs of the College. The Advisory Committee shall be constituted as follows:

- (i) A person nominated by the Royal Government of Bhutan--*Chairman*.
- (ii) Not less than 5 and not more than 10 members nominated by the Royal Government of Bhutan.
- (iii) Two representatives of the University.
- (iv) Principal of the College (*ex-officio*)- Member-Secretary.
- (v) Two members of the teaching staff by rotation according to seniority for a term of one year. One of the teachers' representatives shall be from among those with more than ten years' service, and one from among those with less than ten years' service. If, however, eligible candidates are not available in one of those categories both the representatives may be taken from the other.

Provided that a teacher who has become a member of the Advisory Committee of the College under the category of teachers with less than 10 years' service and completes ten years' of service during the term of membership as such, will nevertheless continue to be a member of the Advisory Committee for the full term of one year.

The term of members from categories (i) to (iii) shall be one year but they shall be eligible for re-appointment.

3. The Principal shall be the Member-Secretary of the Advisory Committee and shall not accept membership of the Governing Body/ Advisory Committee of any other College of the University. It shall be the duty of the Member-Secretary to summon meetings with the consent of the Chairman and in accordance with the regulations framed by the Advisory Committee for this purpose and to record proceedings of the meetings also.

4. Subject to the control of the Academic Council of the University, the College shall prescribe the rules for admission of students, resident and non-resident, etc.

5. The Education Department of the Royal Government of Bhutan shall appoint Principal and members of teaching and non-teaching staff with the qualifications as laid down by the University from time to time, with the understanding that some relaxation in case of non-teaching staff may be permitted.

6. The College shall send all applications of teachers for their recognition as teachers of the University in the prescribed form, as provided under Statute 18 of the Statutes of the University.

7. The College shall have the following categories of teaching and non-teaching staff:

- (1) Principal,
- (2) Vice-Principal, if any,
- (3) Lecturers in accordance with the rules of the University,
- (4) Instructor/Director of Physical Education,
- (5) Librarian,
- (6) Administrative Staff,
- (7) Library Staff,
- (8) Laboratory Staff,
- (9) Other subordinate staff like Peons, Malies, Chowkidars, etc.

8. The service conditions, pay scales, date of retirement etc. of the teaching and non-teaching staff shall be as prescribed by the Royal Government of Bhutan in accordance with B.G.S.R.

9. The Executive Council of the University may from time to time cause an inspection of the college to be made for the purpose of satisfying themselves that the conditions of this Ordinance and any other condition on which recognition has been given are complied with.

Ord. XVIII-B.

The provisions of Clause 2-A and 2-B of Ordinance XII and Clauses 3(4), 7(4-C) (b) (c) of Ordinance XVIII will apply mutatis mutandis to Colleges and Institutions maintained by the University under Ordinance XX(1), XX(4), XX(5), XX-B, XX-C, XX-E and XX-F.

Ord. XIX. Government Maintained Colleges

Repealed by the Central Government, vide their letter No. D. 5490/RT/51, dated 12th April, 1951.

Ord. XX. Colleges and Institutions Maintained by the University

(1) Miranda House

1. The Executive Council shall constitute, for a College maintained by the University, a Governing Body to administer the affairs of the College.

2. The Governing Body shall have the following powers and functions:

- (a) to organise the teaching in the College and to determine the teaching requirements of the College;
- (b) to prescribe the rules for admission of the students, resident and non-resident, and the fees to be paid by them;
- (c) to submit to the Executive Council an estimate of the income and expenditure of the College and to incur expenditure within the limits fixed in the budget approved by the Executive Council;
- (d) to consider the Annual Accounts along with the Audit Report and after approval to submit the same to the Executive Council for information along with its comments;
- (e) to appoint the administrative staff of the College;
- (f) to appoint the Principal and the teaching staff on the recommendations of the Selection Committee appointed for the purpose subject to the approval of the appointment of the Principal and recognition of the teaching staff by the Executive Council;
- (g) to grant leave to teachers and other staff according to the rules framed for the purpose;
- (h) to define the duties and responsibilities of the Principal and administrative staff of the College.

3. The Governing Body will be constituted as follows:

- (1) A person appointed by the *Vice-Chancellor-Chairman*
- (2) Treasurer of the University (*ex-officio*)
- (3) The Principal of the College (*ex-officio*) -Member-Secretary
- (4) Not less than five and not more than eight members appointed by the Executive Council, not necessarily from among themselves, including one old student of the College.
- (5) Two members of the teaching staff by rotation according to seniority for a term of one year. One of the teachers' representatives shall be from among those with more than ten years' service; and one from among those with less than ten

years' service. If however, eligible candidates are not available in one of those categories, both the representatives may be taken from the other :

Provided that a teacher who has become a member of the Governing Body of the College under the category of teachers with less than 10 years' service and completes her ten years of service during the term of her membership as such, will nevertheless continue to be a member of the Governing Body for the full term of one year.

4. Members, other than *ex-officio* members, shall hold office for a term of one year.

5. Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows :

1. Chairperson of the Governing Body of the College or his/her nominee to be the Chairperson of the Selection Committee.
2. The Principal of the concerned College.
3. Two nominees of the Vice-Chancellor, of whom one should be a subject expert.
4. Two subject-experts not connected with the College to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
5. One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

6. The appointment of the Librarian and the Director of Physical Education in the Colleges maintained by the University shall be made by the Governing Body of the Colleges by advertisement. The Selection Committee for recommending appointment of the Librarian and the Physical Director will be constituted as follows :

Librarian :

1. Chairman of the Governing Body or his nominee (Chairman).
2. One University representative on the Governing Body.
3. University Librarian.

4. Head of the Department of Library and Information Science.
5. Principal of the College.

Three members inclusive of the Chairman and University Librarian or Head of the Department of Library and Information Science of the University shall form a *quorum*.

Director of Physical Education:

1. Chairman of the Governing Body or his nominee (*Chairman*)
2. One University representative on the Governing Body
3. Director of Physical Education of the University
4. Principal of the College
5. Two experts nominated by the Academic Council from out of the panel of names approved by it.
6. Director of Physical Education in the College in case of selection of Additional Post of Director of Physical Education.

Three members inclusive of the Chairman and an expert nominated by the Academic Council or the Director of Physical Education of the University shall form a quorum.

6-A. (1) There shall be a Staff Council in every College.

(2) All the members of the teaching staff, the Librarian and the Director of Physical Education shall constitute the Staff Council.

(3) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Principal shall act as Principal-in-Council in respect of matters on which Staff Council is required to take decisions.

(4) (a) The Principal shall be *ex-officio* Chairman of the Staff Council.

(b) The Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no person shall hold office of Secretary for more than two consecutive terms.

(5) (a) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters:

- (i) Preparation of College time-table.

- (ii) Allocation of extra-curricular work of teachers not involving payment of remuneration.
- (iii) Organising extra-curricular activities, including cultural activities of students, sports, games, National Service Scheme and other social services schemes and academic societies.
- (iv) Laying down guidelines for purchase of library books and laboratory equipment in consultation with the appropriate departments.
- (v) Organising admission of students.

(b) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, Staff Council shall make recommendations in respect of the following matters :

- (i) Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments;
- (ii) Formulation of admission policy within the frame-work of the policy laid down by the University.
- (iii) Formulation of guidelines regarding arrangements for the residence and welfare of students in consultation with appropriate students' organisation;
- (iv) Formulation of guidelines regarding discipline of the students;
- (v) Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

Note : The administrative staff of the College will not be within the purview of the Staff Council.

B. (a) The Staff Council shall function through Committees appointed by the Council. Ordinarily (i) no person shall be member of more than two Committees at a time, and (ii) no person shall hold office as a member of a Committee for more than two consecutive terms.

(b) The Principal shall have the right to be present and to speak at any meeting of any Committee.

(c) Each Committee shall have a Convenor appointed by the Staff Council, who shall convene the meetings of the Committee, and the minutes of the meeting shall be prepared and maintained by him.

(d) The decisions of the Committee shall be reported to the subsequent meeting of the Staff Council for ratification, wherever necessary.

(e) The Principal shall implement all decisions of the Staff Council. If, in the opinion of the Principal, however, an emergency has arisen which requires that immediate action should be taken, the Principal shall take such action as he deems necessary and shall report the same to the next meeting of the Staff Council for confirmation.

C. The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

(2) Vallabhbhai Patel Chest Institute

1. There shall be a Governing Body constituted for the management and administration of the Vallabhbhai Patel Chest Institute.

The Governing Body shall be constituted as follows :

- (1) Chairman-Vice-Chancellor (*ex-officio*) or a person nominated by him.
- (2) Treasurer of the University (*ex-officio*).
- (3) Director of the Institute (*ex-officio*) - Member-Secretary.
- (4) Director General of Health Services, Government of India, New Delhi.
- (5) Two members of the Executive Council nominated by the Executive Council.
- (6) Dean, Faculty of Medical Sciences.
- (7) Two members nominated by the Ministry of Health and Family Welfare, Government of India, New Delhi.
- (8) One member not connected with the University appointed by the Executive Council.
- (9) One Professor of the Institute, by rotation according to seniority for a period of one year.
- (10) One Reader or Lecturer of the Institute, by rotation according to seniority reckoned by the total length of service in the Institute, for a period of one year.

2. Subject to the general control and supervision of the Executive Council, the Governing Body will manage the affairs of the Institute and shall have the following powers and functions :

- (a) To organise the teaching and research in the Institute and to determine the staff and other requirements for the same. The Governing Body may constitute an Advisory Committee to advise it on matters of special interest which the Institute wishes

to investigate. The Advisory Committee may include persons who are not connected with the University.

(b) subject to the control of the Academic Council, to prescribe the rules for admission of the students, resident and non-resident, and the fees to be paid by them;

(c) to frame the Budget of the Institute and submit the same for approval to the Executive Council, and to incur expenditure within the limits fixed in the Budget approved by the Executive Council;

(d) to consider the annual accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments;

(e) after obtaining the recommendations of the Selection Committee under Statute 19 (1) and subject to the approval of the Executive Council to appoint the teaching staff for the Institute; the teaching staff so appointed will stand recognised as Professors, Readers and Lecturers etc. as the case may be, of the University; provided that the appointment of the Director shall be made by the Executive Council;

(f) to appoint, suspend or terminate the services of the administrative and other non-academic staff of the Institute in respect of whom such powers may have been delegated by the Executive Council and to determine the emoluments and conditions of service:

Provided, however, that the qualifications for appointment, emoluments, and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University.

(g) to make such rules as the Governing Body may think essential for the regulation of the business of the Institute; and

(h) to exercise such other powers and functions, as may be assigned to them by the Executive Council.

3 (a) The Selection Committee for recommending promotion of Lecturer to Lecturer in Senior Scale under the relevant Merit Promotion Scheme shall consist of the following :

- (1) Chairman of the Governing Body or a Member of the Governing Body nominated by him;
- (2) The Director of the Institute;

- (3) One expert to be nominated by the Academic Council, viz. the Head the Department of the University in the subject concerned.
- (4) Another member in the subject concerned from amongst the appointed/recognized Professor and Readers of the University to be nominated by the Vice-Chancellor from out of a panel drawn by the Department and approved by the Academic Council;
- (5) A Professor other than the one included in 3 above in the subject concerned in the Institute in order of seniority for a period of three years, provided that where there is only one Professor or no Professor in the subject concerned a Reader in order of seniority for a period of three years.

Note :

- (1) At least four persons present at the meeting including one out of the categories 1 & 2 and at least two persons from categories 3 to 5 shall form the quorum.
- (2) The Selection Committee may at their discretion require any candidate to appear for interview.
- (b) The Selection Committee (including quorum requirement) for recommending promotion of Lecturer/Lecturer in Senior Scale to Lecturer in Reader's Grade/Reader and Reader to Professor shall be the same as provided under Statute 19(1) for appointment to the post of Readers and Professors respectively and every candidate will be required to appear for interview before the Selection Committee unless the request from any candidate the Selection Committee agrees to consider his/her case in absentia.

4. Save as otherwise expressly provided, a member of the Governing Body, shall hold office for a period of three years.

(3) Halls Maintained by the University

1. The University may maintain such and so many Halls as it may determine from time to time, for the residence of the post-graduate and research students of the University and for University appointed Teachers.

2. Each of the Halls may be given such name as the University may think proper; the name may be changed whenever the University desires to do so.

HALLS

3. The internal administration and discipline of the Hall shall be vested in a Provost. The Provost shall be appointed by the Executive Council for a period of two years. The person appointed as Provost shall be eligible for re-appointment. Casual vacancies in the office of the Provost shall be filled up by the Executive Council for the unexpired period.

The Provost may be assisted by a Warden and a Resident Tutor. The Warden and the Resident Tutor shall be appointed by the Executive Council. They shall hold office for a period of two years and shall be eligible for re-appointment.

4. Every Hall maintained by the University shall be managed by a Managing Committee constituted as follows:

- (i) Five persons nominated by the Executive Council.
- (ii) The Provost of the Hall who shall be *ex-officio* Secretary
- (iii) The Warden of the Hall who shall be the Assistant Secretary of the Managing Committee.
- (iv) The Resident Tutor of the Hall (*ex-officio*)
- (v) The Proctor, University of Delhi (*ex-officio*)
- (vi) The Dean, Students' Welfare, University of Delhi (*ex-officio*)
- (vii) One-person elected by the teachers resident in the Hall from among their own members.
- (viii) The President of the Resident Students' Union of Hall (*ex-officio*) as long as he continues to be a resident of the Hall.
- (ix) Chairman/Secretary, whosoever designated, of the Hall Mess Committee (*ex-officio*), as long as he continues to be a resident of the Hall.

The Chairman, of the Managing Committee shall be a person nominated by the Vice-Chancellor from among its members. He shall hold office for a period of two years. In case of a casual vacancy in the office of the Chairman, the Vice-Chancellor shall nominate another person for the residue of the term:

Provided that in the case of the International Students' House a representative of the Indian Council for Cultural Relations and a representative either of the Ministry of Education or the Ministry of External Affairs, shall be additional members of the Managing Committee.

The constitution of the Managing Committee of the Hostels of the Department of Social Work and Department of Education shall be as follows:

ORDINANCE XX

- (i) The Head of the Department concerned.
- (ii) Two members of the Executive Council to be nominated by it.
- (iii) The Warden of the Hostel.
- (iv) The Resident Tutor of the Hostel.
- (v) The President of Resident Students' Union of the Hostel (*ex-officio*) as long as he continues to be a resident of the Hall.

5. The members of the Managing Committee, other than the *ex-officio* members, shall hold office for a term of two years.

6. Subject to the control of the Executive Council, the Managing Committee shall have the following powers and duties :

- (a) to prescribe rules for admission of students to the Hall concerned, the fees to be paid and the mode of payment and the discipline of the residents of the Hall.
- (b) to lay down conditions for the residence of Teachers.
- (c) to submit to the Executive Council an estimate of the income and expenditure of the Hall other than the one relating to the mess of the Hall and to incur expenditure within the limits fixed in the budget approved by the Executive Council.
- (d) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information along with its comments.
- (e) to create administrative, ministerial and other posts (other than the Warden and Resident Tutor), to determine the number and emoluments of such posts and to appoint staff to such posts.
- (f) to grant leave to the staff according to the rules framed for the purpose.
- (g) to exercise administrative control over the staff of the Hall.
- (h) to do such other acts as may be necessary for the exercise of the above functions.
- (i) to deal with such matters relating to the Hall as may be assigned to it by the Executive Council.
- (j) to write off losses and to exempt the payment of late fee fine.

7. Every Hall shall comply with the relevant Statutes, Ordinances and Regulations of the University.

8. Every Hall shall maintain such registers and records as may be prescribed by the University, and shall furnish such statistical information as the University may, from time to time, require.

9. Every Hall shall submit each year by a date to be fixed by the University, a report on the working of the Hall for the previous year, the number of residents and a statement of income and expenditure and such further information as may be required.

(3)(a) W.U.S. University Hostel for Post-Doctoral Women Researchers/ Teachers of the University and Visiting Teachers.

1. The University may maintain the Hostel (presently called W.U.S. Women's Hostel) for the residence of Post-Doctoral Women Researchers/ teachers of the University and Visiting Teachers.

2. The Hostel shall be managed by the Managing Committee consisting of the following:

- (i) A Chairperson appointed by the Vice-Chancellor.
- (ii) Two teachers appointed by the Executive Council, at least one of whom shall be a woman.
- (iii) The Proctor, University of Delhi, (*Ex-Officio*)
- (iv) One Resident of the Hostel to be selected according to the procedure laid down by the Managing Committee.

Members of the Managing Committee other than *ex-officio* members will be appointed for a term of two years. However, the representative of the residents of the Hostel will remain a member of the Committee for a period of two years provided she continue to be a resident of the Hostel.

3. The internal Administration and discipline of the Hostel shall be looked after by the Chairperson of the Managing Committee.

4. Subject to the control of the Executive Council, the Managing Committee shall have the following powers and duties:

- (a) to prescribe rules for admission of residents to the Hostel concerned, the fee to be paid and the mode of payment, duration of stay and the discipline of the residents of the Hostel.
- (b) to lay down conditions and rules for the residents.
- (c) to submit to the Executive Council an estimate of the income and expenditure of the Hostel other than the one relating to the mess of the hostel and to *incur* expenditure within the limits fixed in the budget approved by the Executive Council.
- (d) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments.

- (e) to create administrative, ministerial and other posts to determine the number and emoluments of such posts and to appoint staff to such posts subject to approval of the Executive Council.
- (f) to grant leave to the staff according to the rules framed for the purpose.
- (g) to exercise administrative control over the staff of the Hostel.
- (h) to do such other acts as may be necessary for the exercise of the above functions.
- (i) to deal with such matters relating to the Hostel as may be assigned to it by the Executive Council.
- (j) to write off losses and to exempt the payment of late fee fine.

5. The Hostel shall comply with the relevant Statutes, Ordinances and Regulations of the University.

6. The Hostel shall maintain such registers and records as may be prescribed by the University and shall furnish such statistical information as the University may, from time to time, require.

7. The Hostel shall submit each year by a date to be fixed by the University, a report on the working of the Hostel for the previous year, the number of residents and a statement of income and expenditure and such further information as may be required.

(4) School of Correspondence Courses and Continuing Education*

1. There shall be a Managing Committee constituted for the management and administration of the School of Correspondence Courses and Continuing Education.

The Managing Committee shall be constituted as follows :

- (1) A person appointed by the Vice-Chancellor--Chairman;
- (2) The University Treasurer (*ex-officio*);
- (3) The Principal of the School of Correspondence Courses and Continuing Education (*ex-officio*)-Member-Secretary;
- (4) Not less than 5 and not more than 8 members appointed by the Executive Council, not necessarily from among themselves; and

*Note : Amendment will (COL) be effective after the assent of the Visitor to Statute 2 is received.

- (5) Two members of teaching staff by rotation according to seniority for a term of one year. One of the teachers' representatives shall be from among those with more than ten years' service and one from among those with less than ten years' service; if however, eligible candidates are not available in one of those categories both the representatives may be taken from the other:

Provided that a teacher who has become a member of the Managing Committee of the School under the category of teachers with less than ten years' service and completes his ten years' service during the term of his membership as such, will nevertheless continue to be a member of the Governing Body for a full term of one year.

2. The members of the Managing Committee, under items (1) and (4) of clause 1 above, shall hold office for a term of two years and the members under item (5) of the said clause for a term of one year.

3. Subject to the general control and supervision of the Executive Council the Managing Committee will manage the affairs of the School, and shall have and exercise the following powers and functions:

- (i) subject to the control of the Academic Council, to organise teaching through correspondence in the subjects assigned from time to time in the School;
- (ii) to make proposals to the Executive Council regarding the creation of posts required for the School;
- (iii) after obtaining the recommendations of the respective Selection Committees and the approval of Executive Council to such recommendations, to appoint teachers, Text Writers and such other staff as may be required in connection with the running of the Courses;
- (iv) to suspend or terminate the services of the academic staff of the School, subject to the approval of the Executive Council;
- (v) to define the duties of the academic staff of the School;
- (vi) subject to the Ordinances and Regulations of the University and the decisions of the Academic Council and the Executive Council, from time to time, to regulate the admission of students and determine the fees to be paid by them;
- (vii) to prepare annually a statement of financial requirements of the School of Correspondence Courses and Continuing Education and the progress of the Scheme as a whole and to submit the same to the Executive Council;
- (viii) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments;

- (ix) to incur expenditure within the limits in the budget and to maintain proper accounts thereof and submit the annual accounts for purposes of audit;
- (x) to appoint, suspend or terminate the services of the administrative and other non-academic staff of the School in respect of whom such powers may have been delegated by the Executive Council, and to determine the emoluments and conditions of service:

Provided, however, that the qualifications for appointments, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University;

- (xi) to define the duties of the administrative and other non-academic staff of the School;
- (xii) to provide for the filling up of the temporary vacancies in the administrative and non-academic staff, and if need be, to fill up such vacancies in the school;
- (xiii) to make rules and/or bye-laws from time to time and to alter, amend or repeal the same as may be necessary or desirable for regulation of the business and work of the School and of the Managing Committee;
- (xiv) to receive money due to the School of Correspondence Courses and Continuing Education by way of fees and other charges from students through such officer or personnel as it may specify in this behalf and to authorise such officer or personnel to issue receipts;
- (xv) to hold, subject to the approval of the Executive Council, the funds of the School in such bank as the Executive Council may specify, and to authorise the Principal or such other officer as it may specify to operate on the bank account;
- (xvi) to exercise such other powers and functions as may be assigned to the Managing Committee by the Executive Council from time to time.

4. The appointment of the Principal of the School shall be made by the Executive Council after inviting applications by advertisement or otherwise, on the recommendation of a Selection Committee. The Selection Committee shall consist of:

- (i) Vice-Chancellor;
- (ii) Pro- Vice-Chancellor;
- (iii) The nominee of the Visitor, appointed under Statute 19 (1);
- (iv) Two members of the Executive Council nominated by it;

- (v) Any one person not connected with the University appointed by the Vice-Chancellor.

5. Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows :

1. Chairperson of the Governing Body of the College or his/her nominee to be the Chairperson of the Selection Committee.
2. The Principal of the concerned College.
3. Two nominees of the Vice-Chancellor, of whom one should be a subject expert.
4. Two subject-experts not connected with the College to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
5. One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

5-A. The appointment of the Librarian shall be made by the Managing Committee by advertisement. The Selection Committee for recommending appointment of the Librarian be constituted as follows :

- (i) Chairman of the Managing Committee or his nominee (Chairman)
- (ii) One University Representative on the Managing Committee;
- (iii) University Librarian;
- (iv) Head of the Department of Library and Information Science;
- (v) Principal of the School;

Three members inclusive of the Chairman and the University Librarian or Head of the Department of Library and Information Science shall form a quorum.

6-A. (1) There shall be a Staff Council in every College.

(2) All the members of the teaching staff, and the Librarian shall constitute the Staff Council.

(3) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Principal shall act as Principal-in-Council in respect of matters on which Staff Council is required to take decisions.

(4) (a) The Principal shall be *ex-officio* Chairman of the Staff Council.

(b) The Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no person shall hold office of Secretary for more than two consecutive terms.

(5) (a) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters :

- (i) Preparation of College time-table.
- (ii) Allocation of extra-curricular work of teachers not involving payment of remuneration.
- (iii) Organising extra-curricular activities, including cultural activities of students, sports, games, National Service Scheme and other social services schemes and academic societies.
- (iv) Laying down guide-lines for purchase of library books' and laboratory equipment in consultation with the appropriate departments.
- (v) Organising admission of students.

(b) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall make recommendations in respect of the following matters:

- (i) Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments;
- (ii) formulation of admission policy within the frame work of the policy laid down by the University;
- (iii) Formulation of guidelines regarding arrangements for the residence and welfare of students in consultation with appropriate students' organisations;
- (iv) Formulation of guidelines regarding discipline of the students;
- (v) Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

Note : The administrative staff of the College will not be within the purview of the Staff Council.

B. (a) The Staff Council shall function through Committees appointed by the Council, ordinarily (i) no person shall be member of more than two Committees at a time; and (ii) no person shall hold office as a member of a Committee for more than two consecutive terms.

(b) The Principal shall have the right to be present and to speak at any meeting of any Committee.

(c) Each Committee shall have a Convenor appointed by the Staff Council, who shall convene the meetings of the Committee; and the minutes of the meetings shall be prepared and maintained by him.

(d) The decisions of the Committee shall be reported to the subsequent meeting of the Staff Council for ratification, wherever necessary.

(e) The Principal shall implement all decisions of the Staff Council. If, in the opinion of the Principal, however, any emergency has arisen which requires that immediate action should be taken, the Principal shall take such action as he deems necessary and shall report the same to the next meeting of the Staff Council for confirmation.

C. The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

(5) College of Vocational Studies

1. The University shall maintain and run the College of Vocational Studies as a maintained Institution of the University.

2. The Executive Council shall constitute a Governing Body as follows to administer the affairs of the College :

- (i) A person appointed by the Vice-Chancellor--Chairman
- (ii) Treasurer (*Ex-Officio*)
- (iii) The Principal of the College (*Ex-Officio*)--Member-Secretary.
- (iv) Not less than five and not more than eight members appointed by the Executive Council, not necessarily from among themselves.
- (v) Two members of teaching staff by rotation according to seniority for a term of one year. One of the teachers' representative shall be from among those with more than ten years' service and one from among those with less than ten years' service; if however, eligible candidates are not available in one of those categories both the representatives may be taken from the other.

Provided that a teacher who has become a member of the Governing Body of the College under the category of teachers with less than ten years' service and completes his ten years' service during the term of his membership as such, will nevertheless continue to be a member of the Governing Body for a full term of one year.

3. Members, other than the *ex-officio* members, shall hold office for a period of one year.

4. Subject to the general control and supervision of the Executive Council the Governing 'Body shall exercise the following powers and functions:

- (a) to organise the teaching in the College and to determine the teaching requirements of the College;
- (b) to admit students to the various courses as per rules laid down by the Academic Council from time to time, resident and non- resident, and to prescribe the fees to be paid by them;
- (c) to submit to the Executive Council an estimate of the income and expenditure of the College and to incur expenditure within limits fixed in the budget approved by the Executive Council;
- (d) to consider the Annual Accounts along with the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comntents;
- (e) to create, appoint; suspend or terminate the services of the administrative and other non-academic staff and to determine their emoluments and conditions of service;
Provided that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University;
- (f) to appoint the Principal and the teaching staff, on the recommendations of the Selection Committee appointed for the purpose, subject to the approval of the appointment of the Principal and the recognition of the teaching staff by the Executive Council;
- (g) to grant leave to teachers and other staff according to the rules framed for the purpose;
- (h) to define the duties and responsibilities of the Principal, teaching staff and administrative staff of the College; and
- (i) to do such other acts as may be necessary for the exercise of the above functions.

5. The Selection Committee for recommending appointment to the post of Principal for the College shall consist of :

- (a) The Chairman of the Governing Body (Chairman).
- (b) One member of the Governing Body to be nominated by the Chairman.
- (c) Two nominees of the Vice-Chancellor, out of whom one should be an expert.
- (d) Three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body) out of a panel of experts approved by the Vice-Chancellor.

At least four members, including two experts, should constitute the quorum.

6 Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows :

1. Chairperson of the Governing Body of the College or his/her nominee to be the Chairperson of the Selection Committee.
2. The Principal of the concerned College.
3. Two nominees of the Vice-Chancellor, of whom one should be a subject expert.
4. Two subject-experts not connected with the College to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
5. One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

6-A. The appointment of the Librarian and the Director of Physical Education in the College maintained by the University shall be made by the Governing Body of the College by advertisement. The Selection Committee for recommending appointment of the Librarian and the Physical Director will be constituted as follows :

Librarian

1. Chairman of the Governing Body or his nominee (Chairman)
2. One University representative on the Governing Body.
3. University Librarian
4. Head of the Department of Library and Information Science
5. Principal of the College.

Three members inclusive of the Chairman and University Librarian or Head of the Department of Library and Information Science of the University shall form a quorum.

Director of Physical Education:

1. Chairman of the Governing Body or his nominee (*Chairman*)
2. One University representative on the Governing Body.
3. Director of Physical Education of the University.
4. Principal of the College.
5. Two experts nominated by the Academic Council from out of the panel of names approved by it.
6. Director of Physical Education in the College in case of selection of additional Post of Director of Physical Education.

Three members inclusive of the Chairman and an expert nominated by the Academic Council or or the Director of Physical Education of the University shall form a quorum.

7. The College, subject to the general supervision of the Governing Body, shall have a Staff Council as provided under Clause 6 of Ordinance XVIII.

(6) Dr. B.R. Ambedkar Centre for Bio-Medical Research:

1. There shall be a Governing Body constituted for the management and administration of the Dr. B.R. Ambedkar Centre for Bio-medical Research.

The Governing Body shall be constituted as follows:

- (1) Chairman-Vice-Chancellor (*ex-officio*) or a person nominated by him.
- (2) Treasurer of the University (*ex-officio*).
- (3) Director of the Institute (*ex-officio*).
- (4) One member nominated by the Ministry concerned/funding agency.
- (5) One member nominated by the Ministry of Welfare, Government of India, New Delhi.
- (6) Dean, Faculty of Science, Delhi University.
- (7) Two members nominated by the Executive Council (leading Scientists in the field of Bio-medical Sciences).
- (8) Two members of the Executive Council of the University nominated by the Executive Council.
- (9) One Professor (Research Scientist-C) of the Centre by rotation according to seniority for a period of one year.

- (10) One Reader/Lecturer (Research Scientist) of the Bio-medical Centre according to seniority reckoned by the total length of service in the Centre, for a period of one year.

2. The Director of the Centre will be the Chief Executive Officer and also Incharge of the academic affairs. Subject to the general control and supervision of the Executive Council, the Governing Body will manage the affairs of the Bio-medical Centre and shall have the following powers and functions:

- (a) to organise the research/teaching in the Centre and to determine the staff and other requirements for the same. The Governing Body will constitute an Advisory Committee to advise it on matters of special research interest, which the Centre may like to investigate. Advisory Committee members may be the persons who are leaders in their field of research and not connected with the University.
- (b) the Governing Body may constitute a Research Advisory Council for the Centre, which will help in collaborating the research and also to get funding through collaborative research projects. These persons may not be connected with the University and even may be working in any lab. of the world.
- (c) subject to the control of Academic Council, to prescribe the rules for admission of the students, resident and non-resident, and the fees to be paid by them on the advise of Advisory Committee.
- (d) to frame the budget of the Centre and submit the same for approval to the Executive Council, and to incur expenditure within the limits fixed in the budget approved by the Executive Council.
- (e) to consider the annual accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments.
- (f) after obtaining the recommendations of the Selection Committee under Statute 19(1) and subject to the approval of the Executive Council to appoint the teaching staff for the Centre, the teaching staff so appointed will stand recognised as Professors, Readers and Lecturers etc. as the case may be, of the University.
- (g) to appoint the Visiting Faculty/Fellows subject to approval by the Executive Council. The persons working in national labs, senior scientists and pioneers in their fields all over the world may be appointed as Visiting Faculty/Fellows.
- (h) to appoint, suspend or terminate the services of administrative and other non-academic staff of the Centre in respect of whom such powers may have been delegated by the Executive Council and to determine the emoluments and conditions of service: provided however, that the qualifications for appointment,

emoluments, and conditions of the service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University.

- (i) to appoint or terminate the services of the non-academic staff on contract basis in order to improve the efficiency of the Centre in respect of whom such powers may be delegated by the Executive Council.
- (j) to hold, subject to the approval of the Executive Council the funds of the Centre in a nationalised Bank and to authorise the Director or such Officer as it may specify to operate on the Bank account.
- (k) to make such rules as Governing Body may think essential for the regulation of the business of the Centre;
- (l) to exercise such other powers and functions, as may be assigned to them by the Executive Council; and
- (m) to do such other acts as may be necessary for the exercise of the above functions.

3. Save as otherwise expressly provided, a member of the Governing Body shall hold office for a period of two years. The Governing Body shall meet at least once in a term.

4. The appointment of the Director of the Centre shall be made by the Executive Council for a period of five years after inviting applications by advertisement or otherwise on the recommendations of a selection committee. The tenure of the Director can be extended by Executive Council for a period of another two years. The Selection Committee shall consist of :

- (i) The Vice-Chancellor (Chairman)/person nominated by the Vice-Chancellor.
- (ii) The Pro- Vice-Chancellor.
- (iii) The nominee of the Visitor on the Selection Committee constituted under Statute 19(1) for appointments in the Faculty of Science.
- (iv) A member of the Governing Body to be nominated by the Vice- Chancellor.
- (v) Two persons nominated by the Vice-Chancellor (persons of eminence in the field of Bio-medical Science).
- (vi) Two members of the Executive Council nominated by it.

The quorum for the meeting shall not be complete unless in addition to the Chairman, 4, members, including at least three from categories (iii) and (v) are present in the meeting.

5. The Director being the Head of the Centre under the Act shall be the Chief Executive Officer and subject to the overall control of the Governing Body and shall also be responsible for the management and administration of the Centre in accordance with the Act, the Statutes, the Ordinances, the Rules and the Regulations of the University.

6. The Director will organise the activities in the Centre in accordance with the rules and regulations laid down by the University from time to time.

(7) SCHOOL OF ENVIRONMENTAL STUDIES

A. Preamble :

Environmental security is an integral requirement of sustainable development. Environmental management regulation packages for a variety of economic activities (including industry) are essential to put this concept into practice. Environmental management involves multifaceted scientific studies oriented to targeted economic activity, environmental protection and living resource conservation and utilization. There shall, therefore, be a School of Environmental Studies maintained by the University of Delhi under Ordinance XX. The School envisages to coordinate and undertake interdisciplinary research in areas interfacing with environment and ecology,

B. The Objectives :

The objectives of the School shall be as follows :

- (a) To serve as an interdisciplinary institution for promoting research and training in environment and ecology leading to the award of M.A., M.Sc., M. Phil. and Ph.D. degrees of the University.
- (b) To evolve specific environmental management/regulation packages through interdisciplinary teams for specific economic activities.
- (c) To formulate and conduct short-and long-term diploma/certificate courses in disciplines/sectors interfacing with environment and ecology for in-service and pre-service personnel.
- (d) To interface through suitable institutional arrangements with National and International Institutions, and UN organizations to carry out programmes/projects on global, regional and national environmental issues.

C. The School, its Constituents and Linkages:

- (a) To begin with the School shall have among its constituents:
 - (i) Department of Environmental Biology.
 - (ii) Centre for Environmental Management of Degraded Ecosystems
 - (iii) Any other new centre that will be created later on.

The School shall be responsible with respect to its constituents in all academic matters, including approval of teaching courses, registration of Ph.D. students and other such matters.

In so far as conducting of courses the constituents shall have functional autonomy like any other Department in the University, i.e. they shall function according to the Statutes and Ordinances of the University.

To carry out interdisciplinary research work/projects/teaching programmes leading to Certificates & Diplomas etc., the constituents shall function as a part of The School of Environmental Studies and shall be under the overall control of the Governing Council.

- III. (b) The School shall keep linkages with the participating Departments of the University through their Coordinators.

D. Governance :

The School shall be guided by a Governing Council (GC), which will be assisted by -

- (a) Academic Advisory Committee, and
- (b) Programme Implementation Committee.

These committees will be constituted and assigned functions by the GC.

E. The Governing Council (GC) :

- (a) The School shall have a Governing Council comprising the following:
 - Vice-Chancellor or his nominee as Chairperson
 - Two experts in the areas of environment and ecology, nominated by the Executive Council
 - Secretary of the Ministry of Environment & Forests, Government of India or his nominee
 - Chairman of the UGC or his nominee
 - Chairman, Central Pollution Control Board
 - One representative of EC nominated by the Vice-Chancellor

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One representative of Public/Private Sector Industry nominated by EC

One Dean among the Deans of Faculty of Science, Interdisciplinary and Applied Sciences, Social Sciences, Technology, Medicine and Law by rotation

One Head/Coordinator from the constituent units of the School by rotation

Chairperson of the Academic Advisory Committee

Director of the School (Member-Secretary).

- (b) Four members of the GC shall form the quorum.
- (c) Except the ex-officio members all other members of Governing Council shall hold office for two years.
- (d) Subject to the overall control of the EC, the Governing Council shall exercise the following powers and functions:
 - (i) Constitute the Academic Advisory Committee, appoint its chairperson and approve its programmes.
 - (ii) Approve the proposals for the creation of teaching, research and administrative posts in the School and its constituents according to the norms of the University.
 - (iii) Appoint part-time visiting/guest/adjunct teaching personnel to run the academic programmes of the School on terms and conditions laid down by the EC.
 - (iv) Formulate rules for the admission of students and prescribe rules for the residence, health, discipline and welfare of the students, subject to the approval of the Academic Council
 - (v) Consider the annual statement of financial estimates and budget of the School prepared by the Programme Implementation Committee and submit the same to the EC.
 - (vi) Incur expenditure and maintain proper accounts thereof and submit the audited annual accounts to EC.
 - (vii) Exercise such other powers and functions, as may be assigned to it by the EC.
 - (viii) Undertake such other acts as may be deemed necessary for fulfilment of the objectives of the School.

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- (ix) The Governing Council is empowered to appoint one/two Deputy Directors if feel necessary.

F. The Director :

- (a) The School shall have a Director.
- (b) The Director shall be appointed by the V.C. from amongst the Professors in the constituents and participating Departments of the University for a period of five years or till he attains the age of 65 whichever is earlier.
- (c) The Director shall be responsible for the management and administration of the School, subject to the overall control of the Governing Council.

G. The Academic Staff:

- (a) Appointment of Academic Staff (i.e. Professors, Readers, Lecturers) in the constituent Departments shall be made according to the norms followed for such appointment in other Departments of the University.
- (b) The Centre for Environmental Management of Degraded Ecosystems or any other Institution established in future in the area of Environment and Ecology and the participating Departments of the University shall each appoint a Coordinator.
- (c) The academic staff in the Centre shall be at three levels, Scientist A, Scientist B, Scientist C which shall be equivalent respectively to Professor, Reader and Lecturer in all academic and financial matters.
- (d) The appointments of scientists in the Centre shall be made by the GC according to the norms of the University and subject to the approval of the EC.

H. The Status:

The School and its constituents shall function (temporarily) under the Faculty of Science till the Faculty of Environmental Sciences is created.

I. Other Constituent Institutions/Centres:

Any other Institutions/Centres directly related to Environment & Ecology existing or created in future can become the constituent of the School.

(8) School of Open Learning

The School of Open Learning shall be a constituent of the Campus of Open Learning. It shall function in close cooperation with the Department of Distance Education in academic matters, and be under the over all administrative and financial supervision of the Campus of Open Learning, subject to the general control of the Executive Council.

1. Objectives

The objectives of the School of Open Learning shall be as follows:

- (i) To serve as an institution of distance education and open learning for promoting teaching in different disciplines leading to the award of undergraduate and post-graduate degrees of the University.
- (ii) To develop a variety of materials, print and non-print, that are required for distance education programmes.
- (iii) To provide student support services including personal contact between teachers and students as well as through the use of appropriate technology.
- (iv) To undertake research as well as programme evaluation for student progress, achievement rates and analysis of trends.
- (v) To initiate and offer new courses through the Department of Distance and Continuing Education as per University Statutes and Ordinances.
- (vi) To engage in such other activities as are considered necessary for the promotion of distance education and open learning.

2. Governance

2.1 There shall be a Governing Body for the management of the School of Open Learning. The Governing Body shall be constituted as follows:

- (i) Director, Campus of Open Learning (ex-officio) -Chairperson
- (ii) Dean, Faculty of Open Learning (ex-officio)
- (iii) Head, Department of Distance and Continuing Education (ex-officio)
- (iv) Treasurer of the University (ex-officio)
- (v) Executive Director, School of Open Learning–Member Secretary (ex-officio)

- (vi) Not less than 5 and not more than 8 members appointed by the Executive Council of the University, who may not necessarily be from among its members, and
- (vii) Two members of the teaching faculty of School of Open Learning by rotation according to seniority. One of the teacher representatives shall be from among those with more than ten years service and the other from among those with less than ten years service. If however, no eligible candidate is available from either of these categories, both representatives shall be from the other category; provided further that a teacher who has become a member of the Governing Body of the School under the category of teachers with less than ten years service and completes ten years service during the term of membership will nevertheless continue to be a member of the Governing Body for a full term of one year.

2.2 Members of the Governing Body under item (vi) of clause 2.1 above, shall hold office for a term of two years and members under item (vii) of the said clause for a term of one year.

2.3 The Governing Body shall manage the affairs of the School and shall exercise the following powers and functions, subject to the general control and supervision of the Executive Council, in accordance with the Statutes and Ordinances of the University:

- (i) to organize teaching through the distance mode in the courses offered from time to time in the School.
- (ii) to make proposals regarding the creation of posts required for the School.
- (iii) to appoint teachers and professional/technical staff that may be required from time to time.
- (iv) to suspend or terminate the services of the academic staff of the School.
- (v) to define the duties of the academic staff of the School.
- (vi) to regulate the admission of students and determine the fees to be paid by them subject to the Ordinances and Regulations of the University.
- (vii) to prepare an annual statement of financial requirement of the School of Open Learning and the progress made by the School as a whole and submit the same to the Executive Council through the Director, Campus of Open Learning.

- (viii) to consider the Annual Accounts along with the Audit Report and after approval, to submit the same to the Executive Council through the Director, Campus of Open Learning.
- (ix) to approve expenditure within the limits of the budget and to have maintained proper accounts thereof and submit the annual accounts for purposes of audit.
- (x) to appoint and terminate the services of the administrative and other non-academic staff of the School and to determine the emoluments and conditions of service; provided, however, that the qualification for appointments, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University.
- (xi) to define the duties of the administrative and other non-academic staff of the School.
- (xii) provide for the filling up of temporary vacancies in the administrative and non-academic staff, and if need be, to fill up such vacancies in the School.
- (xiii) to make rules and/or bye-laws from time to time and to alter, amend or repeal the same as may be necessary or desirable for regulation of the business and work of the School and of the Governing Body.
- (xiv) to receive money due to the School of Open Learning by way of fees and other charges from students through such officers or personnel as it may specify on its behalf and to authorize such officers or personnel to issue receipts.
- (xv) to hold, subject to the approval of the Executive Council, the funds of the School in such bank/banks as the Executive Council may specify, and to authorize the Executive Director or such other officer as it may specify to operate the bank account.
- (xvi) to exercise such other powers and functions as may be assigned to the Governing Body by the Executive Council from time to time.

3. Executive Director

The role and functions of the Executive Director of the School of Open Learning shall be analogous to those of a Principal. The Executive Director shall be in the pay scale of a Professor. The essential/desirable qualifications for the post of the Executive Director would be as follows:

Essential qualifications

- (a) Ph.D. degree
- (b) 15 years of teaching and research experience
- (c) evidence of published work.

Desirable qualifications

- (a) relevant administrative experience
- (b) experience in the field of Distance Education
- (c) experience of guiding research at doctoral level.

The Governing Body shall appoint the Executive Director, subject to the approval of the Executive Council. His/her appointment shall be made after inviting applications through advertisements or otherwise, on the recommendations of a Selection Committee duly constituted for the purpose. The Selection Committee shall consist of:

- (i) Chairperson of the Governing Body as Chairperson.
- (ii) One member of the Governing Body to be nominated by the Chairperson.
- (iii) Two Vice-Chancellor's nominees, out of whom one should be an expert.
- (iv) Three experts consisting of a Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body) out of a panel of experts approved by the Vice-Chancellor.

At least four members, including two experts, should constitute the quorum.

4. Deputy Directors

The School of Open Learning would be decentralised by setting up Regional Centers. Each Regional Centre would be headed by a Deputy Director who will have academic and administrative responsibilities and would be reporting to the Executive Director, School of Open Learning. He/she shall normally be appointed from amongst the teachers of the School of Open Learning. His/her term shall not exceed five years.

Essential qualifications

- (a) good academic record with a doctoral degree or equivalent published work
- (b) ten years of experience of teaching and/or research.

Desirable qualifications

- (a) experience in the field of distance education.
- (b) some administrative experience.
He/she shall be appointed by a Selection Committee duly constituted by the Governing Body for the purpose and consisting of the following members :-
 - (i) Chairperson of the Governing Body
 - (ii) Executive Director, School of Open Learning
 - (iii) Three members of the Governing Body of whom at least two will be University Professors.

Deputy Directors shall be eligible for additional charge allowance as per University norms.

5. Status of the Teachers and Non-academic staff

All existing teachers of the erstwhile School of Correspondence Courses and Continuing Education shall become teachers of the School of Open Learning and shall retain their seniority. They shall also be members of the Department of Distance Education in their capacity as recognised teachers. The non-teaching staff of the School of Correspondence Courses and Continuing Education will stand transferred to the School of Open Learning and will retain their seniority. The non-teaching staff may be deployed in any of the constituent units of the Campus of Open Learning.

6. Selection Committee for Selection of Teachers

Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows:

- (i) Chairperson of the Governing Body or his/her nominee to be the Chairperson of the Selection Committee.
- (ii) Executive Director of the School of Open Learning.
- (iii) Two nominees of the Vice-Chancellor of whom one should be a subject expert.
- (iv) Two subject experts not connected with the School of Open Learning to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
- (v) One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

7. Appointment of the Librarian/Professional Senior

The appointment of the Librarian/Professional Senior shall be made by the Governing Body through all advertisement. The Selection Committee for recommending appointment of the Librarian/Professional Senior will be constituted as follows:

- (i) Chairperson of the Governing Body or his/her Nominee-Chairperson
- (ii) One University Representative on the Governing Body
- (iii) Executive Director of the School of Open Learning
- (iv) Two experts to be nominated by the Vice-Chancellor.

Three members inclusive of the Chairperson, the Executive Director and at least one of the two experts shall constitute the quorum.

8. Staff Council

- (i) There shall be a Staff Council in the School of Open Learning.
- (ii) All members of the teaching staff, and the Librarian shall constitute the Staff Council.
- (iii) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Executive Director shall act as the ex-officio Chairperson of the Staff Council. .
- (iv) The Staff Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no person shall hold office of Secretary for more than two consecutive terms.
- (v) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters :

Preparation of the School time-table.

Allocation of extra-curricular work of teachers not involving payment of remuneration.

Organising extra-curricular activities, including cultural activities of students, sports games, National Service Scheme and other social services schemes and academic societies.

Laying down guidelines for purchase of library books and laboratory equipment in consultation with the appropriate departments.

Organising admission of students.

- (vi) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall make recommendations in respect of the following matters:

Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments.

Formulation of admission policy within the framework of the policy laid down by the University.

Formulation of guidelines regarding welfare of students in consultation with appropriate students' organizations, if in existence.

Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

Note : The functioning of the Administrative staff of the School of Open Learning will not be within the purview of the Staff Council.

The Staff Council shall function through Committees, appointed by the Council. Ordinarily, (i) no person shall be member of more than two Committees at a time and (ii) no person shall hold office as a member of a Committee for more than two consecutive terms.

The Executive Director shall have the right to be present and to speak at any meeting of any Committee.

Each Committee shall have a Convenor appointed by the Staff Council, who shall convene the meetings of the Committee, and prepare and maintain the minutes of these meetings.

The decisions of the Committees shall be reported to the subsequent meetings of the Staff Council for ratification, wherever necessary.

The Executive Director shall implement the decisions of the Staff Council. If, in the opinion of the Executive Director, however, any emergency has arisen which requires that immediate action should be taken, the Executive Director shall take such action as he/she deems necessary and shall report the same at the next meeting of the Staff Council for confirmation.

The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

(9) Developing Countries Research Centre

The Developing Countries Research Centre (DCRC) shall be a constituent of Faculty of Social Sciences with the objective of promoting a Third World perspective into teaching and research in the University of Delhi and to engage in interdisciplinary studies on developing countries. The Centre shall be under the overall administrative and financial supervision of the Executive Council.

1. Objectives

The objectives of the Centre shall be as follows:

- (i) To design and introduce courses on developing countries;
- (ii) To promote research on inter-disciplinary themes relating to developing countries;
- (iii) To encourage students at undergraduate and postgraduate level to undertake studies of the Third World;
- (iv) To organize seminars and conferences including national international events in Third World Studies;
- (v) To organize documentation of resources material on Asia, Africa and South America;
- (vi) To establish networks of cooperation among scholars and institutions in Third World Studies;
- (vii) To publish research papers, books, newsletter and journal in Third World Studies;
- (viii) To generate financial resources from public and private sources both at the national and international level and;
- (ix) To undertake such other activities as decided upon by the Advisory Committee from time to time.

2. Governing Structure

The Governance of the Centre shall be carried out through the following committees;

- (i) Advisory Committee
- (ii) Research Committee
- (iii) Fellows Council.

- 2.1. There shall be an Advisory Committee for the management of the Developing Countries Research Centre which shall be composed of:

- (i) Vice-Chancellor (or VC's nominee) -Chairperson.

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- (ii) Four members of academic repute from outside Delhi University who shall be nominated by the Vice-Chancellor.
 - (iii) Dean, Faculty of Social Sciences
 - (iv) Three Fellows of the Centre [according to seniority and by rotation].
 - (v) The outgoing Director (Ex-Officio)
 - (vi) The Director (Ex-Officio)
 - (vii) Four Scholars from the University Departments and colleges appointed by the Vice-Chancellor on the recommendation of the Fellows' Council.
- 2.1.1. Members of the Advisory Committee shall have a term of three years except for Ex-Officio members.
- 2.1.2. The Advisory Committee must meet at least once in the financial academic year. The quorum in the meetings of the Advisory Committee shall be one third of the total membership.
- 2.1.3. Subject to the overall control of the Executive Council of the University, the Advisory Committee shall exercise the following functions:
- (i) Recommend the appointment of the Director to the Vice-Chancellor;
 - (ii) Approve all the appointments made by the Research Committee;
 - (iii) Approve academic proposals, programmes, and research projects;
 - (iv) Consider and approve proposals for teaching programmes, including short term courses and courses leading to Diploma and Degrees.
 - (v) Consider and approve staff requirement, create positions and initiate steps for filling them.
 - (vi) Consider and approve infrastructural requirements and make arrangements for their acquisition;
 - (vii) Consider and approve the annual report of the Centre;
 - (viii) Consider and approve annual financial statement and the budget of the Centre for sending them for the approval of the Executive Council of the University;
 - (ix) Consider and approve the annual accounts and submit the same with the audit report of the Executive Council of the University;

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- (x) Make such rules; as it may consider necessary, for regulation and smooth functioning of the centre; and,
 - (xi) Exercise such other powers and functions, as may be assigned by the Executive Council of the University from time to time.
- 2.2 There shall be a Research Committee for guiding the teaching, research and academic programmes which shall be composed of:
- (i) Director -Chairperson;
 - (ii) Two members of the Advisory Committee, who are from the University of Delhi;
 - (iii) Three Fellows, who are members of Advisory Committee;
 - (iv) Two members co-opted by the Research Committee in its first meeting;
 - (v) All office bearers shall be ex-officio members.
- 2.2.1 Members of the Research Committee shall have a term of three years except ex-officio members.
- 2.2.2 The Research Committee shall meet as and when required but not less than twice in a year. The quorum in the meetings of the Research Committees shall be one third of the total membership.
- 2.2.3 Subject to the overall control of the Advisory Committee of the Centre, the Research Committee shall perform the following functions:
- (i) Recommend the appointment of the Joint Directors, Deputy Directors, Fellows and Associates to the Advisory Committee;
 - (ii) Monitor and evaluate the ongoing programmes of the Centre and examine fresh proposals;
 - (iii) Formulate long term plans for the activities, i.e., research, teaching, documentation, curriculum development, seminars, collaboration with national and international organizations;
 - (iv) Constitute panels of experts for scrutinizing various project proposals;
 - (v) Constitute Resource Groups working in various Colleges and University Departments to carry out the programmes of the Centre;
 - (vi) Form working groups based at the Centre for specific purposes;
 - (vii) Affiliate those groups, and organizations involving students and teachers of the University who are engaged in the activities that are of interest to the Centre; such groups will be eligible for financial and other assistance from the Centre, subject to the approval of the Advisory Committee on a case basis;

- (viii) Ensure that following programmes are regularly organized:
 - (a) Comparative Theory Seminar;
 - (b) Annual Grassroots Politics Colloquium in order to facilitate dialogue between scholars and activists;
 - (c) Annual Workshop on different issues related to Human Rights;
 - (d) Oliver Tambo and Pablo Neruda Lecturers every alternate year;
- (ix) Perform such other functions, as may be assigned by the Advisory Committee from time to time.

2.3. There shall be a Fellows Council for academic planning and consisting of all Fellows of the Centre. Associates may be invited to the meetings of the Fellows Council. The Director shall preside over the meetings of the Fellows Council. It shall elect one of its members as the Convenor for each academic session. The quorum of the meetings shall be one third of the total membership.

2.3.1. Subject to overall guidance of the Research Committee, the Fellows Council shall perform the following functions:

- (i) Consider research proposals and make recommendations to the research committee;
- (ii) Review on-going research projects and suggest necessary steps for completion of the projects;
- (iii) Prepare academic plans and suggest steps for implementation;
- (iv) Make appropriate arrangements for implementation and monitoring of various activities;
- (v) Make recommendations for constituting various committees for specific purposes;
- (vi) Perform such other tasks assigned by the Research Committee from time to time.

3.0 Office Bearers

3.1. Director

- (a) There shall be a Director who will be the Head of the Centre under the Ordinance and shall function under the overall control of the Advisory Committee. He will be responsible for the management and administration of the Centre in accordance with the Act, the Statutes, the Ordinances, the rules and regulations of the University.

- (b) The Director shall be appointed by the Vice-Chancellor, ordinarily from among the scholars associated with the Centre. He/She may be appointed as a full time Director or an Honorary Director in addition to his/ her duty.
- (c) The term of the Director shall be three years which may be renewed.
- (d) The Director shall act as:
 - (1) Member Secretary of the Advisory Committee;
 - (2) Chairperson of the Research Committee;
 - (3) Chairperson of the Fellows Council.
- (e) The Director will carry out the activities in the Centre in accordance with the rules and regulations laid down by the University from time to time.
- (f) The Director shall be authorized person to maintain and operate an Imprest Account for expenditure on day to day functioning of the Centre.

3.2 Joint Directors

- (a) There shall be Joint Directors to look after different activities of the Centre. They shall assist the Director in the functioning of the Centre.
- (b) The Joint Directors shall be appointed at the level of Professor/Reader by the Advisory Committee on the recommendation of the Research Committee, ordinarily from among the scholars associated with the Centre. He/she may be appointed on full time or on honorary basis in addition to his/her duties.
- (c) The term of the Joint Director shall be three years which may be renewed.

3.3 Deputy Directors

- (a) There shall be Deputy Directors to look after different activities of the Centre. They shall assist the Director/Joint Director in the functioning of the Centre.
- (b) The Deputy Directors shall be appointed at the level of Reader/Lecturer by the Advisory Committee on the recommendation of the Research Committee, ordinarily from among the scholars associated with the Centre. The appointments would be subject to approval of the Advisory Committee. He/She may be appointed on full time or on honorary basis in addition to his/her duties.

- (c) The term of Deputy Director shall be three years which may be renewed.

4.0. Faculty

- (i) The Centre shall have a core faculty at the levels of Professors, Readers and Lecturers to conduct and co-ordinate teaching, research and other academic programmes of the Centre.
- (ii) All Fellows and Associates, would constitute the Faculty of the Centre.

4.1 *Fellows and Associates*

(i) *Full time Fellows:*

The Centre may directly appoint Fellows at the level of Professor/Reader/Lecturer who shall be located in Centre on full time basis.

(ii) *Fellows on Secondment/Transfer/Deputation:*

- (a) Fellows already in the employment in the Department or a College of the University of Delhi may be placed in the Centre on secondment/transfer with full pay protection. They shall also be entitled for all allowances and benefits applicable to them prior to their placement in the Centre.
- (b) Fellows already in the employment in the Colleges or other institutions may be placed in the Centre on deputation with full pay protection. They shall also be entitled for all allowances and benefits including continuity of service applicable to them prior to their placement in the Centre.
- (c) In the event of a Fellow being selected from outside the University, such appointment shall be for a specific period on terms and conditions to be decided by the Advisory Committee of the Centre.

(iii) *Affiliated Fellows :*

Teachers and researchers in Delhi University Departments/Colleges/other Institutions can be considered for Fellowship for specific periods by the Advisory Committee on the recommendation of the Research Committee. They may continue working in their respective departments/colleges/institutions and at the same time locate their research projects in the Centre and participate in its programmes.

(iv) *Visiting Fellows:*

The appointment of Visiting Fellows from within the country and abroad for specific periods and their terms and conditions shall be decided by the Advisory Committee on the recommendations of the Research Committee. The terms and conditions of their appointment shall be as per the norms of the University.

(v) *Emeritus Fellow :*

Advisory Committee on the recommendations of the Research Committee may designate distinguished scholars associated with the Centre as Emeritus Fellows.

(vi) *Honorary Fellow :*

Advisory Committee on the recommendations of the Research Committee may designate distinguished scholars in the field of Third World studies as Honorary Fellows of the Centre.

(vii) *Associates :*

Research scholars working in University Departments, Colleges and Centers will be considered for affiliation as Associates for a specific period by the Research Committee.

5.0. Finances

- (i) All expenditures of the Centre such as those on the conduct of seminars, research projects, teaching, publications, administration and other support activities shall be made as per budget and allocations approved by the Research Committee.
- (ii) All financial operations shall be conducted according to the rules and regulations of the University of Delhi.

6.0. All existing resources (financial, material and human) so far acquired by the Centre at the commencement of the Ordinance will continue to remain at its disposal.

7.0. Existing fellows and associates at the commencement of the Ordinance will continue till the end of their terms.

Ordinance XX (10) Open Learning Development Centre

The Open Learning Development Centre shall be a constituent of the Campus of Open Learning. Designed to be a resource centre, it shall provide technical and resource support for developing basic skills as well as advanced expertise in the field of distance education and open learning, while drawing upon academic resources of the University.

A. Objectives and functions

The objectives and functions of the Open Learning Development Centre shall be:

1. to facilitate the School of Open Learning in converting the currently correspondence-based educational programmes to the open and distance learning mode through the use of educational technologies.
2. to provide technical and resource support to plan and design new educational programmes in the open and distance learning mode to be offered by the Department of Distance and Continuing Education and the School of Open Learning.
3. to initiate and undertake training and capacity building to strengthen the professional and technical capacities of the faculty of the School of Open Learning as well as other interested faculty of the University.
4. to harness potential of information and communications technologies and facilitate planning, design and execution of innovative approaches to learning so as to strengthen the teaching/learning processes.
5. to initiate and facilitate networking among teachers within the University of Delhi and across Universities for the development of new and flexible teaching-learning practices.

B. Governance

Subject to the general control and supervision of the Executive Council, and in accordance with the Statutes and Ordinances of the University, the Open Learning Development Centre shall have a Governing Body. The composition of the Governing Body shall be as follows:

- (i) Director, Campus of Open Learning (ex-officio)- Chairperson
- (ii) Dean, Faculty of Open Learning (ex-officio)-member
- (iii) Head, Department of Distance and Continuing Education (ex-officio)- member
- (iv) Executive Director, School of Open Learning (ex-officio)-member

- (v) Coordinator, Open Learning Development Centre, (ex-officio)-Member Secretary
- (vi) Two nominees of the Executive Council with professional expertise in the use of technology for distance learning
- (vii) One member of the teaching faculty of the Department of Distance and Continuing Education, by rotation, according to seniority
- (viii) One member of the teaching faculty of the School of Open Learning, by rotation, according to seniority.

The members of the Governing Body under item (vi) above shall hold office for a term of two years and members under item (vii) and (viii) above for a term of one year.

The Governing Body shall exercise the following powers and functions, subject to the general control and supervision of the Executive Council, and in accordance with the Statutes and Ordinances of the University:

- (1) Recommend to the Executive Council, the appointment of the Coordinator of the Centre on the basis of the recommendations of the Selection Committee duly constituted for the purpose.
- (2) Ensure the preparation of proposals, organization of programmes, and liaison with colleges and departments of the University.
- (3) Monitor staff requirements, create posts with the prior approval of the Executive Council, and initiate steps for filling them.
- (4) Determine infrastructure requirements and make arrangements for their acquisition.
- (5) Prepare an annual statement of financial requirements of the Centre and monitor the progress made by it and submit the same to the Executive Council of the University.
- (6) Consider the Annual Accounts along with the Audit Report, and after approval, submit the same to the Executive Council of the University.
- (7) Approve expenditure within the limits of the budget and to have maintained proper accounts thereof and submit the annual accounts for purposes of audit.
- (8) Appoint and terminate the services of the administrative and other non- academic staff appointed by the Centre and to determine the emoluments and conditions of services; provided, however, that the qualifications for appointments, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University.

- (9) Approve proposals for generation of funds for the programmes undertaken by the Centre.
- (10) Make such rules as it may consider necessary for the regulation and smooth functioning of the Centre, and
- (11) Exercise such other powers and functions, as may be assigned to it by the Executive Council of the University from time to time.

C. The Academic Staff

The Open Learning Development Centre shall be headed by a Co-ordinator. The Co-ordinator shall hold a Post-graduate degree in Computer Sciences/Humanities/Social Sciences with at least 55% marks, with technical expertise in the development of multi-media and web-based materials. His/her principal responsibility shall be to act as a facilitator who can network and collaborate with individuals/organizations whereby technology can be harnessed for augmenting and strengthening the teaching/learning processes in the University.

The Selection Committee for the appointment of the Coordinator shall consist of the following:

1. Director, Campus of Open Learning- Chairperson
2. Two nominees of the Vice Chancellor
3. Two nominees of the Executive Council with professional expertise in the use of technology for distance learning
4. One member of the Governing Body, to be nominated by the Chairperson, Governing Body.

The Co-ordinator shall be appointed on deputation/contract basis for a minimum period of three years and a maximum period of five years. He/she shall be assisted by a group of professionals who are highly experienced designers of distance education materials, with demonstrated capacity to enthuse others. These would include at least one professional each in the fields of instructional design, media design, graphics, editing, and project management. In addition, efforts would be made to identify expertise either from within the University or from established centres of excellence so that they can be seconded to the Open Learning Development Centre for specific tasks.

While the Centre would have media facilities for developing prototype materials, it would not directly engage in multiple reproductions of any media.

Ord. XX-A. Omitted**Ord. XX-B. Deshbandhu College**

1. The University shall maintain and run the following College.

(i) Deshbandhu College, Kalkaji, New Delhi.

2. The Executive Council shall constitute for the College, a Governing Body to administer affairs of the College, constituted as follows:

(i) A person appointed by the Vice-Chancellor-*Chairman*

(ii) Treasurer (*Ex-officio*)

(iii) The Principal of the College (*Ex-officio*)-*Member-Secretary*

(iv) Not less than five and not more than eight members appointed by the Executive Council, not necessarily from among themselves.

(v) Two members of the teaching staff from among the teachers of the Day Classes and two members of the teaching staff from among the teachers of the Evening Classes by rotation according to seniority for a term of one year. One of the teachers' representative from the Day Classes and one of the teachers' representative from the Evening Classes shall be from among those with more than 10 years' service, and one of the teachers' representative from the Day Classes and one of the teachers' representative from the Evening Classes shall be from among those with less than 10 years' service. If, however, eligible candidates are not available in one of those categories, both the representatives may be taken from the other:

Provided that a teacher who has become member of the Governing Body of the College under the category of teachers with less than ten years' service and completes his ten years' service during the term of his membership as such, will nevertheless continue to be a member of the Governing Body for the full term of one year.

3. Members, other than the *ex-officio* members, shall hold office for a period of one year.

4. Subject to the general control and supervision of the Executive Council, the Governing Body shall exercise the following powers and functions:

(a) to organise the teaching in the College and to determine teaching requirements of the College;

(b) to admit students to the various courses as per rules laid down by the Academic Council from time to time, resident and non-resident, and to prescribe the fees to be paid by them;

(c) to submit to the Executive Council an estimate of the income and expenditure of the College and to incur expenditure within the limits fixed in the budget approved by the Executive Council;

(d) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments.

(e) to create, appoint, suspend or terminate the services of the administrative and other non-academic staff and to determine their emoluments and conditions of service;

Provided that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University;

(f) to appoint the Principal and the teaching staff on the recommendations of the Selection Committee appointed for the purpose, subject to the approval of the appointment of the Principal and the recognition of the teaching staff by the Executive Council;

(g) to grant leave to teachers and other staff according to the rules framed for the purpose;

(h) to define the duties and responsibilities of the Principal, teaching staff and administrative staff of the College; and

(i) to do such other acts as may be necessary for the exercise of the above functions.

5. The Selection Committee for recommending appointment to the post of Principal for the College shall consist of :

(a) The Chairman of the Governing Body (Chairman),

(b) One member of the Governing Body to be nominated by the Chairman,

(c) Two nominees of the Vice-Chancellor, out of whom one should be an expert,

- (d) three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body) out of a panel of experts approved by the Vice-Chancellor.

(At least four members, including two experts, should constitute the quorum).

6. Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows :

1. Chairperson of the Governing Body of the College or his/her nominee to be the Chairperson of the Selection Committee.
2. The Principal of the concerned College (Principal, Evening College in case the selection is for a teacher in the Evening College.)
3. Two nominees of the Vice-Chancellor, of whom one should be a subject expert.
4. Two subject-experts not connected with the College to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
5. One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

Librarian

1. Chairman of the Governing Body or his nominee (Chairman)
2. One University representative on the Governing Body.
3. University Librarian
4. Head of the Department of Library and Information Science.
5. Principal/Principal (evening classes) in case the selection is for the evening classes.

Three members inclusive of the Chairman and University Librarian or Head of the Department of Library and Information Science of the University shall form a quorum.

Director of Physical Education :

1. Chairman of the Governing Body or his nominee (*Chairman*)

2. One University representative on the Governing Body.
3. Director of Physical Education of the University.
4. Principal/Vice-Principal (evening classes) in case the selection is for the evening classes.
5. Two experts nominated by the Academic Council from out of the panel of names approved by it.
6. Director of Physical Education in the College in case of selection of Additional Post of Director of Physical Education.

Three members inclusive of the Chairman and an expert nominated by the Academic Council or the Director of Physical Education of the University shall form a quorum.

7-A. (1) There shall be a Staff Council in every College.

(2) All the members of the teaching staff, the Librarian and the Director of Physical education shall constitute the Staff Council.

(3) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Principal shall act as Principal-in-Council in respect of matters on which Staff Council is required to take decisions.

(4) (a) The Principal shall be *ex-officio* Chairman of the Staff Council.

(b) The Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no person shall hold office of Secretary for more than two consecutive terms.

(5) (a) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters:

- (i) Preparation of College time-table.
- (ii) Allocation of extra-curricular work of teachers not involving payment of remuneration.
- (iii) Organising extra-curricular activities, including cultural activities of students, sports, games, National Service Scheme and other social services schemes and academic societies.
- (iv) Laying-down guidelines for purchase of library books and laboratory equipment in consultation with the appropriate departments.
- (v) Organising admission of students.

(b) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall make recommendations in respect of the following matters:

- (i) Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments;
- (ii) Formulation of admission policy within the framework of the policy laid down by the University;
- (iii) Formulation of guidelines regarding arrangements for the residence and welfare of students in consultation with appropriate students' organisations;
- (iv) Formulation of guidelines regarding discipline of the students;
- (v) Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

Note : The administrative staff of the College will not be within the purview of the Staff Council.

B. (a) The Staff Council shall function through Committees appointed by the Council. Ordinarily (i) no person shall be member of more than two Committees at a time and (ii) no person shall hold office as a member of a Committee for more than two consecutive terms.

(b) The Principal shall have the right to be present and to speak at any meeting of any Committee.

(c) Each Committee shall have a Convener appointed by the Staff Council, who shall convene the meetings of the Committee, and the minutes of the meetings shall be prepared and maintained by him.

(d) The decisions of the Committee shall be reported to the subsequent meeting of the Staff Council for ratification, wherever necessary.

(e) The Principal shall implement all decisions of the Staff Council. If, in the opinion of the Principal, however, any emergency has arisen which requires that immediate action should be taken, the Principal shall take such action as he deems necessary and shall report the same to the next meeting of the Staff Council for confirmation.

C. The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

Ord. XX-C. Ram Lal Anand College

1. The University shall maintain and run the following College:

- (i) Ram Lal Anand College, Anand Niketan Marg, New Delhi.

2. The Executive Council shall constitute for the College, a Governing Body to administer affairs of the College, constituted as follows:

- (i) A person appointed by the Vice-Chancellor-*Chairman*
- (ii) Treasurer (*Ex-officio*)
- (iii) The Principal of the College (*Ex-officio*)-*Member-Secretary*
- (iv) Not less than five and not more than eight members appointed by the Executive Council, not necessarily from among themselves.
- (v) Two members of the teaching staff from among the teachers of the Day Classes and two members of the teaching staff from among the teachers of the Evening Classes by rotation according to seniority for a term of one year. One of the teachers' representative from the Day Classes and one of the teachers' representative from the Evening Classes shall be from among those with more than 10 years' service, and one of the teachers' representative from the Day Classes and one of the teachers' representative from the Evening Classes shall be from among those with less than 10 years' service. If, however, eligible candidates are not available in one of those categories, both the representatives may be taken from the other:

Provided that a teacher who has become member of the Governing Body of the College under the category of teachers, with less than ten years' service and completes his ten years' service during the term of his membership as such, will nevertheless continue to be a member of the Governing Body for the full term of one year.

3. Members, other than the *ex-officio* members, shall hold office for a period of one year.

4. Subject to the general control and supervision of the Executive Council, the Governing Body shall exercise the following powers and functions:

- (a) to organise the teaching in the College and to determine teaching requirements of the College;
- (b) to admit students to the various courses as per rules laid down by the Academic Council from time to time, resident and non-resident, and to prescribe the fees to be paid by them;
- (c) to submit to the Executive Council an estimate of the income and expenditure of the College and to incur expenditure within the limits fixed in the budget approved by the Council;
- (d) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments.

- (e) to create, appoint, suspend or terminate the services of the administrative and other non-academic staff and to determine their emoluments and conditions of service;

Provided that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University;

- (f) to appoint the Principal and the teaching staff on the recommendations of the Selection Committee appointed for the purpose, subject to the approval of the appointment of the Principal and the recognition of the teaching staff by the Executive Council;
- (g) to grant leave to teachers and other staff according to the rules framed for the purpose;
- (h) to define the duties and responsibilities of the Principal, teaching staff and administrative staff of the College; and
- (i) to do such other acts as may be necessary for the above functions.

5. The Selection Committee for recommending appointment to the post of Principal for the College shall consist of :

- (a) The Chairman of the Governing Body (Chairman),
- (b) One member of the Governing Body to be nominated by the Chairman,
- (c) Two nominees of the Vice-Chancellor, out of whom one should be an expert,
- (d) three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body) out of a panel of experts approved by the Vice-Chancellor.

(At least four members, including two experts, should constitute the quorum).

6 Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows:

1. Chairperson of the Governing Body of the College or his/her nominee to be the Chairperson of the Selection Committee.
2. The Principal of the concerned College (Principal, Evening College in case the selection is for a teacher in the Evening College).
3. Two nominees of the Vice-Chancellor, of whom one should be a subject expert.

4. Two subject-experts not connected with the College to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
5. One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

6-A. The appointment of the Librarian and the Director of Physical Education in the College maintained by the University shall be made by the Governing Body of the College by advertisement. The Selection Committee for recommending appointment of the Librarian and the Physical Director will be constituted as follows :

Librarian

1. Chairman of the Governing Body or his nominee (Chairman)
2. One University representative on the Governing Body.
3. University Librarian
4. Head of the Department of Library and Information Science.
5. Principal/Vice-Principal (evening classes) in case the selection is for the evening classes.

Three members inclusive of the Chairman and University Librarian or Head of the Department of Library and Information Science of the University shall form a quorum.

Director of Physical Education :

1. Chairman of the Governing Body or his nominee (*Chairman*)
2. One University representative on the Governing Body.
3. Director of Physical Education of the University.
4. Principal/Vice-Principal (evening classes) in case the selection is for the evening classes.
5. Two experts nominated by the Academic Council from out of the panel of names approved by it.
6. Director of Physical Education in the College in case of selection of Additional Post of Director of Physical Education.

Three members inclusive of the Chairman and an expert nominated by the Academic Council or the Director of Physical Education of the University shall form a quorum.

7-A. (1) There shall be a Staff Council in every College.

(2) All the members of the teaching staff, the Librarian and the Director of Physical Education shall constitute the Staff Council.

(3) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Principal shall act as Principal-in-Council in respect of matters on which Staff Council is required to take decisions.

(4) (a) The Principal shall be *ex-officio* Chairman of the Staff Council.

(b) The Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no person shall hold office of Secretary for more than two consecutive terms.

(5) (a) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters:

- (i) Preparation of College time-table.
- (ii) Allocation of extra-curricular work of teachers not involving payment of remuneration.
- (iii) Organising extra-curricular activities, including cultural activities of students, sports, games, National Service Scheme and other social services schemes and academic societies.
- (iv) Laying down guide-lines for purchase of library books and laboratory equipment in consultation with the appropriate departments.
- (v) Organising admission of students.

(b) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall make recommendations in respect of the following matters:

- (i) Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments;
- (ii) Formulation of admission policy within the framework of the policy laid down by the University;
- (iii) Formulation of guide-lines regarding arrangements for the residence and welfare of students in consultation with appropriate students organisations;
- (iv) Formulation of guide-lines regarding discipline of the students;
- (v) Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

Note: The administrative staff of the College will not be within the purview of the Staff Council.

B. (a) The Staff Council shall function through Committees appointed by the Council. Ordinarily (i) no person shall be member of more than two Committees at a time; and (ii) no person shall hold office as a member of a Committee for more than two consecutive terms.

(b) The Principal shall have the right to be present and to speak at any meeting of any Committee.

(c) Each Committee shall have a Convenor appointed by the Staff Council, who shall convene the meetings of the Committee, and the minutes of the meetings shall be prepared and maintained by him.

(d) The decisions of the Committee shall be reported to the subsequent meeting of the Staff Council for ratification, wherever necessary.

(e) The Principal shall implement all decisions of the Staff Council. If, in the opinion of the Principal, however, an emergency has arisen which requires that immediate action should be taken, the Principal shall take such action as he deems necessary and shall report the same to the next meeting of the Staff Council for confirmation.

C. The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

Ord. XX-D. The University College of Medical Sciences

1. The University College of Medical Sciences, founded by the University, shall be run as a University Maintained Institution.

2. (a) The Executive Council shall constitute a Governing Body as follows. Subject to the Act, Statutes, Ordinances and Regulations, if any, and subject to the general control and supervision of the Executive Council, the Governing Body shall manage the affairs of the College for which it has been constituted:

- (i) Chairman-Vice-Chancellor (*ex-officio*) or a person nominated by him;
- (ii) Treasurer of the University (*Ex-officio*);
- (iii) The Principal of the College (*Ex-officio*)-Member-Secretary;
- (iv) The Dean, Faculty of Medical Sciences (*ex-officio*);
- (v) Two members nominated by the Executive Council, of whom one shall be a member of the Council, and the other being an eminent medical educationist;

- (vi) One member nominated by the Ministry of Health and Family Planning, Government of India;
- (vii) One Professor of the College by rotation, in order of seniority;
- (viii) One member of the teaching staff of the College other than Professors, by rotation, in order of seniority;

Whereas, the members under items (v) and (vi) above shall hold office for a period of two years, the members under items (vii) and (viii) shall hold office for a period of one year.

(b) Without prejudice to the generality of the above provisions, Governing Body shall have and exercise the following powers and functions:

- (i) subject to the control of the Academic Council, to organise the teaching and/or research in the subjects assigned from time to time in the College;
- (ii) to make proposals to the Academic Council regarding the creation of posts of teachers required for the College generally in accordance with the norms laid down by the Medical Council of India. All vacancies of teachers shall be filled by advertisement and by open recruitment save in the cases of vacancies, appointments to which may be required to be made urgently in the interest of organisation of teaching in the College for a period not exceeding one year;
- (iii) after obtaining the recommendations of the Selection Committee constituted under Statute 19 (I), and subject to the approval of the Executive Council, to appoint the teaching staff for the College; the teaching staff so appointed will stand recognised as Professors Readers, Lecturers, etc. as the case may be, by the University;
- (iv) subject to the Ordinances and Regulations of the University to regulate the admission of students, determine the fees to be paid by them, and to prescribe rules for the residence, health, discipline and welfare of the students;
- (v) to prepare annually a statement of financial requirements of the College and to submit the same to the Executive Council;
- (vi) to incur expenditure within the limits in the budget and to maintain proper accounts thereof and submit the annual accounts for purposes of audit;

- (vi)-(a) to make proposals to the Executive Council regarding creation of administrative and other non-academic posts for the College;
- (vii) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments;
- (viii) to appoint, suspend or terminate the services of the administrative and other non-academic staff of the College in respect of whom such powers may have been delegated by the Executive Council, and to determine the emoluments and conditions of service;

Provided, however, that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University;
- (ix) to define the duties of the administrative and other non-teaching staff of the College;
- (x) to provide for filling up of the temporary vacancies in the administrative and non-academic staff, and if need be, to fill up such vacancies in the College in accordance with the rules and procedure laid down by the Executive Council for similar posts in the University;
- (xi) to make rules and/or bye-laws from time to time and to alter, amend or repeal the same as may be necessary or desirable for the regulation of the business and work of the College and of the Governing Body;
- (xii) to receive moneys due to the College by way of fees and other charges from students through such officer or personnel as it may specify in this behalf and to authorise such officer or personnel to issue receipts;
- (xiii) to hold, subject to the approval of the Executive Council, the funds of the College in the State Bank of India, its subsidiaries or any of the nationalised banks and to authorise the Principal or such other Officer as it may specify to operate on the Bank account;
- (xiv) to exercise such other powers and functions as may be assigned to the Governing Body by the Executive Council; and
- (xv) to do such other acts as may be necessary for the exercise of the above functions.

(c) The Executive Council may make any other special provision regarding the powers of the Governing Body of the College as may be found necessary.

3. The appointment of the Principal of the College shall be made by the Executive Council after inviting applications by advertisement or otherwise, on the recommendations of a Selection Committee which shall consist of -

- (i) The Vice-Chancellor (*Chairman*)
- (ii) The Pro-Vice-Chancellor.
- (iii) The nominee of the Visitor on the Selection Committee constituted under Statute 19 (1) for appointments in the Faculty of Medical Sciences.
- (iv) The Chairman of the Governing Body.
- (v) Two members of the Executive Council nominated by it.
- (vi) A person not connected with the University, nominated by the Vice-Chancellor, for his eminence in the Medical Profession.

4-A. The Selection Committee for recommending promotion of Lecturer to Lecturer in Senior Scale under the relevant Merit Promotion Scheme shall consist of the following :

- (1) Chairman of the Governing Body or a Member of the Governing body nominated by him;
- (2) The Principal of the College;
- (3) One expert to be nominated by the Academic Council, viz. the Head of the Department of the University in the subject concerned.
- (4) Another member in the subject concerned from amongst the appointment/recognized Professors and Reader of the University to be nominated by the Vice-Chancellor from out of a panel drawn by the Department and approved by the Academic Council.
- (5) A Professor other than the one included in 3 above in the subject concerned in the College in order of seniority for a period of three years, provided that where there is only one Professor or no Professor in the subject concerned a Reader in order of seniority for a period of three years.

Note : (1) at least four persons present at the meeting including one out of the categories 1 & 2 and atleast two persons from categories 3 to 5 shall form the quorum.

- (2) The Selection Committee may at their discretion require any candidate to appear for interview.

(b) The Selection Committee (including quorum requirement) for recommending promotion of Lecturer/Lecturer in Senior Scale to Lecturer in Reader's Grade/Reader and Reader to Professor shall be the same as provided under Statute 19 (1) for appointment to the post of Readers and Professors respectively and every candidate will be required to appear for interview before the Selection Committee unless on a request from any candidate the Selection Committee agrees to consider his/her case in absentia.

5. The Principal being the Head of the College under the Act, shall be its Chief Executive Officer and subject to the overall control of the Governing Body, shall be responsible for the management and administration of the College in accordance with the Act, the Statutes, the Ordinances, the Rules and the Regulations of the University.

6. The Principal will organise teaching in the College in accordance with Ordinances, Rules and Regulations laid down by the University from time to time.

TRANSITORY PROVISION

Notwithstanding anything contained in any Ordinance, the Governing Body of the College may, subject to the approval of the Executive Council invite qualified persons to impart instruction in any subject comprised in the Faculty of Medical Sciences and the Executive Council may, for that purposes, recognise such persons as Visiting Lecturers, Readers or Professors, as the case may be, in accordance with the provisions of Statutes 17 and 19 of the Statutes of the University.

Ord. XX-E. Dyal Singh College

1. The University shall maintain and run the following College:

- (i) Dyal Singh College, Lodi Road, New Delhi.

2. The Executive Council shall constitute for the College, a Governing Body to administer affairs of the College, constituted as follows:

- (i) A person appointed by the Vice-Chancellor-*Chairman*.
- (ii) Treasurer (*Ex-officio*).
- (iii) The Principal of the College (*Ex-officio*)-*Member-Secretary*.
- (iv) Not less than five and not more than eight members appointed by the Executive Council, not necessarily from among themselves.

- (v) Two members of the teaching staff from among the teachers of the Day Classes and two members of the teaching staff from among the teachers of the Evening Classes by rotation according to seniority for a term of one year. One of the teachers' representative from the Day Classes and one of the teachers' representative from the Evening Classes shall be from among those with more than 10 years' service, and one of the teachers' representative from the Day Classes and one of the teachers' representative from the Evening Classes shall be from among those with less than 10 years' service. If, however, eligible candidates are not available in one of those categories, both the representatives may be taken from the other:

Provided that a teacher who has become a member of the Governing Body of the College under the category of teachers with less than ten years' service and completes his ten years' service during the term of his membership as such, will nevertheless continue to be a member of the Governing Body for the full term of one year.

3. Members, other than the *ex-officio* members, shall hold office for a period of one year.

4. Subject to the general control and supervision of the Executive Council, the Governing Body shall exercise the following powers and functions:

- (a) to organise the teaching in the College and to determine the teaching requirements of the College;
- (b) to admit students to the various courses as per rules laid down by the Academic Council from time to time, resident and non-resident, and to prescribe the fees to be paid by them;
- (c) to submit to the Executive Council an estimate of the income and expenditure of the College and to incur expenditure within the limits fixed in the budget approved by the Executive Council;
- (d) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information along with its comments;
- (e) to create, appoint, suspend or terminate the services of the administrative and other non-academic staff and to determine their emoluments and conditions of service:

Provided that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University.

- (f) To appoint the Principal and the teaching staff on the recommendations of the Selection Committee appointed for the purpose, subject to the approval of the appointment of the Principal and the recognition of the teaching staff by the Executive Council;
- (g) to grant leave to teachers and other staff according to the rules framed for the purposes;
- (h) to define the duties and responsibilities of the Principal, teaching staff and administrative staff of the College; and
- (i) to do such other acts as may be necessary for the above functions.

5. The Selection Committee for recommending appointment to the post of Principal for the College shall consist of :

- (a) The Chairman of the Governing Body (Chairman),
 - (b) One member of the Governing Body to be nominated by the Chairman,
 - (c) Two nominees of the Vice-Chancellor, out of whom one should be an expert,
 - (d) three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body) out of a panel of experts approved by the Vice-Chancellor.
- (At least four members, including two experts, should constitute the quorum).

6 Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows :

1. Chairperson of the Governing Body of the College or his/her nominee to be the Chairperson of the Selection Committee.
2. The Principal of the concerned College (Principal, Evening College in case the selection is for a teacher in the Evening College).
3. Two nominees of the Vice-Chancellor, of whom one should be a subject expert.

4. Two subject-experts not connected with the College to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
5. One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

6-A. The appointment of the Librarian and the Director of Physical Education in the Colleges maintained by the University shall be made by the Governing Body of the College by advertisement. The Selection Committee for recommending appointment of the Librarian and the Physical Director will be constituted as follows :

Librarian

1. Chairman of the Governing Body or his nominee (*Chairman*)
2. One University representative on the Governing Body.
3. University Librarian.
4. Head of the Department of Library and Information Science.
5. Principal/Vice-Principal (evening classes) in case the selection is for the evening classes.

Three members inclusive of the Chairman and University Librarian or Head of the Department of Library and Information Science of the University shall form a quorum.

Director of Physical Education :

1. Chairman of the Governing Body or his nominee (*Chairman*)
2. One University representative on the Governing Body.
3. Director or Physical Education of the University.
4. Principal/Vice-Principal (evening classes) in case the selection is for the evening classes.
5. Two experts nominated by the Academic Council from out of the panel of names approved by it.
6. Director of Physical Education in the Colleges in case of selection of additional Post of Director of Physical Education.

Three members inclusive of the Chairman and an expert member nominated by the Academic Council or the Director of Physical Education of the University shall form a quorum.

7-A (1) There shall be Staff Council in every College.

(2) All the members of the teaching staff, the Librarian and the Director of Physical Education shall constitute the Staff Council.

(3) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Principal shall act as Principal-in-Council in respect of matters on which Staff Council is required to take decisions.

(4) (a) The Principal shall be *ex-officio* Chairman of the Staff Council.

(b) The Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no person shall hold office of Secretary for more than two consecutive terms.

(5) (a) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters:

- (i) Preparation of College time-table.
 - (ii) Allocation of extra-curricular work of teachers not involving payment of remuneration.
 - (iii) Organising extra-curricular activities, including cultural activities of students, sports, games, National Service Scheme and other social services schemes and academic societies.
 - (iv) Laying down guide-lines for purchase of library books and laboratory equipment in consultation with the appropriate departments.
 - (v) Organising admission of students.
- (b) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall make recommendations in respect of the following matters:
- (i) Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments;
 - (ii) Formulation of admission policy within the framework of the policy laid down by the University;
 - (iii) Formulation of guide-lines regarding arrangements for the residence and welfare of students in consultation with appropriate students' organisations;
 - (iv) Formulation of guidelines regarding discipline of the students;

- (v) Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

Note : The administrative staff of the College will not be within the purview of the Staff Council.

B. (a) The Staff Council shall function through Committees appointed by the Council. Ordinarily (i) no person shall be member of more than two Committees at a time; and (ii) no person shall hold office as a member of a Committee for more than two consecutive terms.

(b) The Principal shall have the right to be present and to speak at any meeting of any Committee.

(c) Each Committee shall have a Convener appointed by the Staff Council, who shall convene the meetings of the Committee, and the minutes of the meetings shall be prepared and maintained by him.

(d) The decisions of the Committee shall be reported to the subsequent meeting of the Staff Council for ratification, wherever necessary.

(e) The Principal shall implement all decisions of the Staff Council. If, in the opinion of the Principal, however, an emergency has arisen which requires that immediate action should be taken, the Principal shall take such action as he deems necessary and shall report the same to the next meeting of the Staff Council for confirmation.

C. The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

Ord. XX-F. Kirori Mal College

1. The University shall maintain and run the following College:

Kirori Mal College.

2. The Executive Council shall constitute for the College, a Governing Body to administer affairs of the College, as follows:

- (i) A person appointed by the *Vice-Chancellor-Chairman*.
- (ii) Treasurer (*Ex-officio*).
- (iii) The Principal of the College (*Ex-officio*)-*Member-Secretary*.
- (iv) Not less than five and not more than eight members appointed by the Executive Council, not necessarily from among themselves.

- (v) Two members of the teaching staff by rotation according to seniority for a term of one year. One of the teachers' representatives shall be from among those with more than ten years' service and one from among those with less than ten years' service; if, however, eligible candidates are not available in one of those categories both the representatives may be taken from the other:

Provided that a teacher who has become a member of the Governing Body of the College under the category of teachers with less than ten years' service and completes his ten years' service during the term of his membership as such, will nevertheless continue to be a member of the Governing Body for a full term of one year.

3. Members, other than the *ex-officio* members, shall hold office for a period of one year.

4. Subject to the general control and supervision of the Executive Council, the Governing Body shall exercise the following powers and functions:

- (a) to organise the teaching in the College and to determine the teaching requirements of the College;
- (b) to admit students to the various courses as per rules laid down by the Academic Council from time to time, resident and non-resident, and to prescribe the fees to be paid by them;
- (c) to submit to the Executive Council an estimate of the income and expenditure of the College and to incur expenditure within the limits fixed in the budget approved by the Executive Council;
- (d) to create, appoint, suspend or terminate the services of the administrative and other non-academic staff and to determine their emoluments and conditions of services;

Provided that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University;

- (e) to appoint the Principal and the teaching staff on the recommendations of the Selection Committee appointed for the purpose, subject to the approval of the appointment of the Principal and the recognition of the teaching staff by the Executive Council;
- (f) to grant leave to teachers and other staff according to the rules framed for the purpose;

- (g) to define the duties and responsibilities of the Principal, teaching staff and administrative staff of the College; and
- (h) to do such other acts as may be necessary for the exercise of the above functions.

5. The Selection Committee for recommending appointment to the post of Principal for the College shall consist of :

- (a) The Chairman of the Governing Body (Chairman),
- (b) One member of the Governing Body to be nominated by the Chairman,
- (c) Two nominees of the Vice-Chancellor, out of whom one should be an expert,
- (d) three experts consisting of the Principal of a college, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body) out of a panel of experts approved by the Vice-Chancellor.

(At least four members, including two experts, should constitute the quorum).

6 Members of the teaching staff shall be appointed by the Governing Body on the recommendations of a Selection Committee constituted as follows :

1. Chairperson of the Governing Body of the College or his/her nominee to be the Chairperson of the Selection Committee.
2. The Principal of the concerned College.
3. Two nominees of the Vice-Chancellor, of whom one should be a subject expert.
4. Two subject-experts not connected with the College to be nominated by the Chairperson of the Governing Body out of a panel of names approved by the Vice-Chancellor.
5. One senior teacher/Head of the Department (of the concerned subject) preferably having not less than 10 years of service as teacher.

The quorum of the meeting should be five of which at least two must be from out of the three subject experts.

6-A. The appointment of the Librarian and the Director of Physical Education in the Colleges maintained by the University shall be made by the Governing Body of the College by advertisement. The Selection Committee for recommending appointment of the Librarian and the Physical Director will be constituted as follows:

Librarian

1. Chairman of the Governing Body or his nominee (*Chairman*)
2. One University representative on the Governing Body.
3. University Librarian
4. Head of the Department of Library and Information Science.
5. Principal of the College.

Three members inclusive of the Chairman and University Librarian or Head of the Department of Library and Information Science of the University shall form a quorum.

Director of Physical Education :

1. Chairman of the Governing Body or his nominee (*Chairman*)
2. One University representative on the Governing Body.
3. Director of Physical Education of the University.
4. Principal of the College.
5. Two experts nominated by the Academic Council from out of the panel of names approved by it.
6. Director of Physical Education in the College in case of selection of Additional Post of Director of Physical Education.

Three members inclusive of the Chairman and an expert member nominated by the Academic Council or the Director of Physical Education of the University shall form a quorum.

7-A. (1) There shall be a Staff Council in every College.

(2) All the members of the teaching staff, the Librarian and the Director of Physical Education shall constitute the Staff Council.

(3) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Principal shall act as Principal-in-Council in respect of matters on which Staff Council is required to take decisions.

(4) (a) The Principal shall be *ex-officio* Chairman of the Staff Council.

(b) The Council shall elect its Secretary, who shall hold office for a term of one year. The Secretary may be re-elected for a second term but no person shall hold office of Secretary for more than two consecutive terms.

(5) (a) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall take decisions in respect of the following matters:

- (i) Preparation of College time-table.

- (ii) Allocation of extra-curricular work of teachers not involving payment of remuneration.
- (iii) Organising extra-curricular activities, including cultural activities of students, sports, games, National Service Scheme and other social services schemes and academic societies.
- (iv) Laying down guidelines for purchase of library books and laboratory equipment in consultation with the appropriate departments.
- (v) Organising admission of students.

(b) Subject to the provisions of the Act, the Statutes and the Ordinances of the University, the Staff Council shall make recommendations in respect of the following matters:

- (i) Formulation of recommendations on introduction of new teaching posts in the departments and expansion of the existing departments;
- (ii) Formulation of admission policy within the framework of the policy laid down by the University;
- (iii) Formulation of guide-lines regarding arrangements for the residence and welfare of students in consultation with appropriate students' organisations;
- (iv) Formulation of guide-lines regarding discipline of the students;
- (v) Formulation of policies for recommending names of teachers for participation in seminars and conferences and financial assistance to teachers.

Note : The administrative staff of the College will not be within the purview of the Staff Council.

B. (a) The Staff Council shall function through Committees appointed by the Council. Ordinarily (i) no person shall be member of more than two Committees at a time; and (ii) no person shall hold office as a member of a Committee for more than two consecutive terms.

(b) The Principal shall have the right to be present and to speak at any meeting of any Committee.

(c) Each Committee shall have a Convenor appointed by the Staff Council, who shall convene the meetings of the Committee, and the minutes of the meetings shall be prepared and maintained by him.

(d) The decisions of the Committee shall be reported to the subsequent meeting of the Staff Council for ratification, wherever necessary.

(e) The Principal shall implement all decisions of the Staff Council. If, in the opinion of the Principal, however, an emergency has arisen which requires that immediate action should be taken, the Principal shall take such action as he deems necessary and shall report the same to the next meeting of the Staff Council for confirmation.

C. The rules relating to the conduct of meetings of the Staff Council shall be in accordance with the Regulations laid down in this behalf.

Ord. XX-G. Agricultural Economics Research Centre

1. There shall be a Governing Body constituted for the management and administration of Agricultural Economics Research Centre.

The Governing Body shall be constituted as follows;

- (1) Chairman--Vice-Chancellor or his nominee (*ex-officio*).
- (2) Treasurer of the University (*Ex-officio*) :
- (3) Director of the Centre (*Ex-officio*) (Member-Secretary).
- (4) Economic and Statistical Adviser, Ministry of Agriculture, Government of India, New Delhi (*ex-officio*).
- (5) One member of the Executive Council nominated by the Executive Council for a period of three years.
- (6) Head of the Department of Economics. Delhi University (*ex-officio*).
- (7-9) Three persons nominated by the Executive Council for their professional expertise in Agricultural Economics and the related disciplines for a period of three years.
- (10) One Professor (other than Director) of the Centre by rotation according to seniority for one year.
- (11) One Reader/Lecturer of the Centre by rotation according to seniority reckoned by the total length of service in the Centre for a period of one year.

2. Subject to the general control and supervision of the Executive Council, the Governing Body will manage the affairs of the Centre and shall have following powers and functions:

- (a) (i) to organise research on agriculture in a multi-disciplinary framework including maintenance of a Data Bank in the Centre and to determine the staff and other requirements for the same;

- (ii) to participate in organizing and teaching of courses on Agricultural Economics and related disciplines offered in relevant departments of the University;
- (iii) to conduct training programmes, not leading to formal qualifications dealing with aspects of agricultural rural development;
- (iv) subject to the control of Academic Council, offer jointly with School of Correspondence Courses and Continuing Education, Courses leading to post-graduate diploma/ Master's Degree programmes in Agricultural Development Economics;
- (b) subject to the control of the Academic Council, to prescribe the rules for admission of the students, resident and non-resident, and the fees to be paid by them;
- (c) to frame the Budget of the Centre and submit the same for approval to the Executive Council, and to incur expenditure within limits fixed in the Budget approved by the Executive Council;
- (d) to consider the Annual Accounts alongwith the Audit Report and after approval to submit the same to the Executive Council for information alongwith its comments;
- (e) after obtaining the recommendations of the Selection Committee constituted by the Executive Council and subject to its approval to appoint teaching/academic staff including the Director of the Centre. The staff so appointed will be subject to the recognition by the Executive Council;
- (f) to appoint, suspend or terminate the services of the administrative and other non-academic staff of the Centre in respect of whom such powers may have been delegated by the Executive Council and to determine the emoluments and conditions of service;

Provided however, that the qualifications for appointment, emoluments and conditions of service of such persons shall be in accordance with those laid down by the Executive Council for similar posts in the University;
- (g) the Governing Body may constitute an Academic Advisory Committee to advise it on matters of special interest which the Centre wishes to investigate. The Academic Advisory Committee may also include persons who are not connected with the University;

- (h) to make such rules as the Governing Body may think essential for the regulation of the business of the Centre; and
- (i) to exercise such other powers and functions as may be assigned to them by the Executive Council.

Ord. XX-H. Centre for Science Education and Communication.

1. *Objects*

A Centre for Science Education and Communication in the University is hereby constituted to serve as an institution in which studies can be carried out by teachers and students of the University, and other interested individuals, for the generation of ideas and materials for the improvement of science education at University and School levels; and for the promotion of a wider interest in science and scientific issues, through all means of communications.

2. *Constituents:*

The Centre shall have:

- (a) Governing Council,
- (b) Programme Advisory Council,
- (c) Programme Implementation Committee,
- (d) Council of Associates.

3. (1) *Constitution of the Governing Council:*

The Governing Council shall consist of the following:

Vice-Chancellor who shall be its Chairman.

Chairman of the Programme Advisory Council.

Two nominees of the Executive Council, who shall not be members of the University of Delhi.

Three nominees of the Academic Council from within the University of Delhi.

Dean, Faculty of Science.

Two Fellows of the Centre (by rotation in order of seniority).

Director of the Centre who shall be its Member-Secretary.

(2) *Term:*

Except for *ex-officio* members all other members of the Governing Council shall have a term of two years.

(3) *Functions of the Governing Council:*

Subject to the overall control of the Executive Council of the University, the Governing Council shall exercise the following functions:

- (i) Recommend the appointment of the Director and Fellows, to the Executive Council of the University in accordance with the procedure listed hereunder:
 - (a) For the appointment of the Director the Governing Council shall constitute a Selection Advisory Committee consisting of the Vice-Chancellor, the Chairman of the Programme Advisory Council, and three experts who, apart from their own disciplines, have shown an interest in the field of Science Education and Communication and who are not connected with the University. The Governing Council shall consider and forward, to the Executive Council of the University, the recommendation of the Selection Advisory Committee.
 - (b) For the appointment of the Fellows, the 'Chairman of the Programme Advisory Council and the Director shall seek the opinion on their suitability from two experts who, apart from their own disciplines, have shown an interest in the field of Science Education and Communication and who are not connected with the University, and place the recommendation for the consideration of the Governing Council.
- (ii) Make appointment of Visiting Fellows on the recommendation from a Committee consisting of the Chairman of the Programme Advisory Committee, the Director and the Fellows;
- (iii) Ensure the preparation and implementation of academic proposals, organisation of programmes, and liaison with other components of the University;
- (iv) Monitor staff requirement, create posts and initiate steps for filling them;
- (v) Determine infra-structure requirements and make arrangements for their acquisition;
- (vi) Frame the annual budget of the Centre and submit the same for approval to the Executive Council of the University;

- (vii) Prepare the annual accounts and submit the same with the audit report of the Executive Council of the University;
- (viii) Make such rules as it may consider necessary for the regulation and smooth functioning of the Centre; and
- (ix) Exercise such other powers and function, as may be assigned to it by the Executive Council of the University from time to time.

4. (1) *Constitution of the Programme Advisory Council:*

The Programme Advisory Council shall consist of the following:
Chairman,

Ten members drawn from the various Departments of the Faculties of Science, Interdisciplinary Sciences, Mathematical Sciences, Education, Technology and Medicine,

Two members drawn from other Faculties,

Ten members drawn from various Colleges,

Ten members drawn from other Universities, Government agencies, Voluntary agencies, media, publishers, industry, etc. concerned with the promotion of Science Education and Communication.

Two students associated with the Centre,

All Fellows of the Centre,

Immediate past Director of the Centre,

Director of the Centre who shall be its Member-Secretary.

- (2) The Chairman shall be appointed by the Vice-Chancellor.

- (3) (a) The members of the first Programme Advisory Council shall be nominated by the Vice-Chancellor, half of them for a term of two years and other half for a term of three years.
- (b) Subsequently the retiring members shall be replaced by fresh members nominated by the Programme Advisory Council.

(4) *Functions of the Programme Advisory Council:*

The Programme Advisory Council shall perform the following functions:

- (i) Monitor and evaluate the ongoing programmes of the Centre and examine fresh proposals,
- (ii) Formulate long term plans for the activities of the Centre,
- (iii) Constitute panels of experts for scrutinising various project proposals,

- (iv) (a) Constitute Resource Groups working in various Colleges and University Departments to carry out the programmes of the Centre at the respective institutions;
- (b) Form working groups based at the Centre for specific purposes;
- (c) Affiliate those groups, clubs, and organizations-involving students and teachers of the University who are engaged in the activities which are of interest to the Centre. Such groups will be eligible for financial and other assistance from the centre, subject to the approval of the Governing Council on a case to case basis;
- (v) Formulate collaborative programmes in association with groups or Institutions working in areas within the Centre's areas of interest, and
- (vi) Perform such other functions, as may be assigned to it by the Governing Council from time to time.

5. (1) *Constitution of the Programme Implementation Committee:*

The Programme Implementation Committee shall consist of the following:

Director who shall be its Chairman,

All Fellows,

All Visiting Fellows working at the Centre.

(2) *Functions of Programme Implementation Committee:*

The Programme Implementation Committee shall assist the Director in the implementation of all programmes of the Centre, including such programmes that are being run by groups associated with the Centre and located in various Departments and Colleges of the University as well as in various field centres.

The Programme Implementation Committee will periodically arrange meetings with the representatives of these groups to ensure smooth running of these programmes.

6. (1) *Council of Associates*

The Council of Associates shall comprise all members of the Programme Advisory Council and the Associates of the Centre.

The Associates shall be persons engaged in activities which are in consonance with the objectives of the Centre and who have been invited to be Associates by the Governing Council on the recommendation of the Council of Associates.

The Associateship of the Centre will be :-

- (i) honorary,
- (ii) for a term of 10 years, and
- (iii) non-renewable.

The total number of the Associates of the Centre shall not exceed 100 at any time.

(2) *Functions*

The Council of Associates shall :

- (i) maintain liaison with teachers, students and all others who are interested in the objectives of the Centre;
 - (ii) recommend to the Governing Council names of the persons to be recognised as Associates of the Centre;
 - (iii) discuss the annual report and review the progress of the Centre.
- (3) *The Council of Associates shall meet at least once in an academic year.*
- (4) *The Director shall be the Convenor of the Council of Associates.*

7. (1) The academic activities will be normally carried out by Resource Groups consisting of students and teachers of the University spread in various Departments and Colleges of the University as well as in various field centres. In order to co-ordinate these activities the Centre would acquire on a non-permanent basis a nucleus of academic staff consisting of a Director, Fellows and Visiting Fellows on terms and conditions described hereinafter:

(2) *Academic Staff:*

- (i) The Director as well as such of the Fellows already in the employment of a Department or a College of the University of Delhi will be appointed to the Centre on deputation for a minimum period of 3 years and maximum period of 5 years.
- (ii) Such persons on deputation shall, whenever necessary, be allowed to continue research in their parent institutions.
- (iii) If the project of a Fellow at the Centre requires the teaching of a subject, the Governing Council may ensure that teaching facility is available to the Fellow at the parent institution, or in any other institution.

- (3) In the event of a Fellow being selected from outside the University, such appointment shall be for a period of three to five years, on contract, on terms and conditions to be decided by the Governing Council of the Centre.
- (4) (i) There shall also be positions of Visiting Fellows associated with the Centre for short duration, from three months to a maximum of one year in each case, from within the University. Such Visiting Fellows shall be treated as on duty leave from the Institution to which they originally belong and the Centre shall reimburse to the parent institution the salary and allowances for any appointment against the Fellow's post in the parent organisation.
- (ii) In the event of Visiting Fellows being appointed from outside the University, the terms and conditions shall be decided by the Governing Council of the Centre.
- (5) The Director shall be Chief Executive of the Centre, and shall be responsible for the discipline and overall functioning of the Centre under the control of its Governing Council and Executive Council of the University and shall be *ex-officio*:
- (i) Convenor of the Council of Associates,
 - (ii) Chairman of the Programme Implementation Committee,
 - (iii) Member Secretary of the Governing Council, and
 - (iv) Member Secretary of the Programme Advisory Council.

8. For those members of the Centre who hold positions of Professor/Reader/Lecturer in their parent institution in the University of Delhi, the number of years spent at the Centre shall be considered equivalent in all respects to an equal number of years of teaching/research experience in the parent institution in the appropriate grade/cadre for all purposes, as applicable, including that of--

- (i) the determination of minimum eligibility requirement for appointment to higher positions;
- (ii) the eligibility of promotion (including personal promotion) to senior positions in their parent institutions;
- (iii) the determination of seniority in the parent institute, and
- (iv) all other services benefits.

Ordinance XX-I. Institute of Informatics and Communication

There shall be an Institute of Informatics and Communication maintained by the University with the following objectives:

- (i) To serve as an inter-disciplinary centre for humanities, social sciences pure and applied sciences and as a nodal point between University and various Institutions, Organisations/Industries related to communication and informatics.
 - (ii) To conduct Professional/Socially relevant Post-graduate teaching programmes, independently or in collaboration with various departments on different aspects of communication and informatics.
 - (iii) To conduct research on various aspects of informatics and communication.
 - (iv) To provide computer and networking services including intern access and training to departments in the South Campus.
- 2.** (i) The Institute shall have a Governing Council. The same shall consist of the following :
- (a) Nominee of the Vice-Chancellor - *Chairman*
 - (b) Director of the Institute - *Member-Secretary*
 - (c) Two eminent persons in the field of informatics and/or communications, to be nominated by the Vice-Chancellor.
 - (d) Two persons from industries/organisations relevant to Informatics and Communication to be nominated by the Vice-Chancellor.
 - (e) Two person to be nominated by the Executive Council from amongst its members.
 - (f) Dean, Faculty of Inter-disciplinary and Applied Sciences.
 - (g) Dean, Faculty of Applied Social Sciences and Humanities.
 - (h) Dean, Faculty of Technology.
 - (i) One Professor of the Department of Electronics Science by rotation in order of seniority.
 - (j) Two Programme Co-ordinators by rotation in order of seniority.
 - (k) Treasurer of the University.

(ii) Term :

Except for ex-officio members all other members of the Governing Council shall have a term of two years.

(iii) Functions of the Governing Council :

Subject to the overall control of the Executive Council, the Governing Council shall exercise the following powers and functions :

- (a) To organise teaching and research programme and to terminate any such programme.
- (b) To appoint such Committees as may be necessary for effective implementation of programmes.
- (c) To make proposals to the Academic Council regarding the creation of teaching posts required for the Institute generally in accordance with the norms laid down by the Executive Council of the University. All vacancies of teachers shall be filled by open advertisement and on the recommendations of a regular constituted selection committee, save in the case of vacancies, appointment to which may be required to be made urgently in the interest of organisation of teaching in the Institute on contracts for a period not exceeding two years.
- (d) After obtaining the recommendations of the Selection Committee constituted under Statute 19(1) and subject to the approval of the Executive Council to appoint the teaching staff for the Institute, the teaching staff so appointed will stand recognized as Professors, Reader, Lecturer, etc. as the case may be, by the University.
- (e) To appoint Programme Coordinators on the recommendations of the Director of the Institute.
- (f) To appoint whole time/part-time visiting/guest/adjunct faculty on contract on such terms and conditions as may be laid down by the Governing Council with the approval of the Executive Council.
- (g) To organise the admission of students, and to prescribe rules for the residence, health, discipline and welfare of the students.
- (h) To prepare annually a statement of financial estimate and budget of the institute and submit the same to the Executive Council.

- (i) To prepare expenditure within the limits in the budget and to maintain proper accounts thereof and submit audited annual accounts to Executive Council.
- (j) To make proposals to the Executive Council regarding creation of administrative and other non-academic posts for the Institute.
- (k) To define the duties of the administrative and other non-teaching staff of the Institute.
- (l) To exercise such other powers and functions as may be assigned to effectively execute the teaching and research in the field of informatics and communication.

3. Director

- (i) The appointment of the Director of the Institute shall be made by the Executive Council on the recommendations of the following Selection Committee :
 - (1) Vice-Chancellor - Chairperson
 - (2) Pro-Vice-Chancellor
 - (3) Director, South Campus
 - (4) One Executive Council nominee
 - (5) One Visitor's nominee
 - (6) Three experts to be nominated by the Vice-Chancellor.

The Vice-Chancellor, or in his absence, the Pro-Vice-Chancellor shall preside at the meeting of a Selection Committee.

Provided that a person of high academic distinction, eminence and professional attainment may be invited by the Selection Committee with the approval of the Executive Council to accept the post.

The term of appointment of the Director shall be for five years, which will be renewable for another term.

- (ii) The Director shall be responsible for the management and administration of the Institute, subject to the overall control of the Governing Council.

4. Programmes

- (i) The Institute shall organise teaching/research programmes to be broadly classified into the following aspects of Informatics and Communication: (a) technological (b) environmental planning and natural resource management (c) social and mass communication and such other areas which the Institute may decide from time to time.

- (ii) The programme will lead to diploma (one year), M.A./M.Sc. (two years), Master of Applied Science (M. Appl. Sc.)/Master of Applied Social Science (M. Appl. Socl. Sc.) (three years duration) with provision of awarding M.A./M.Sc. after completion of two years of the programme, M.Tech. (four year duration) and Ph.D. degree.
- (iii) The Institute may also conduct short duration certificate course.



Ord. XXI. Recognised Institutions

1. Every application by an educational institution for recognition as an institution of Graduate or Post-graduate teaching approved by the University shall be made in writing and signed by the Principal or acting Head of the Institution; and when forms are provided by the University for the purpose upon one of those forms.

2. Every application shall contain a statement of the following particulars:

- (a) that it is an institution which provides general or special education of a University standard, is not carried on for private gain or profit, and is situated within the territorial jurisdiction of the University;
- (b) the date of its foundation, how long it has carried on educational work; the constitution of its Governing Body, and the Statutes or other instrument in accordance with which it is governed; in whom its property is vested, whether it has any permanent endowment, and generally how it is supported or what are its financial resources;
- (c) whether it desires to be admitted as a whole or in respect of some branch or department, and if so, what branch or department;
- (d) whether it is applying for admission as an institution providing courses of instruction for degrees or diplomas of the University, or as providing facilities for the cultivation of any special branch of science or learning, or as an institute of research;
- (e) an account of its buildings, with particular reference to their suitability for the education of students and for their well-being, and the provisions made for the encouragement of corporate or social life;
- (f) the number and qualifications and remuneration and conditions of service of the staff and any arrangements enabling teachers to take part in the management of the institution;
- (g) provision for equipment and laboratories or facilities for research,
- (h) the standard of instruction;
- (i) the number of students, distinguishing those receiving instruction in the day time and those attending evening classes only; the scale of fees and the amount received in fees in the past three years.

3. Every application shall be accompanied by a copy of the instrument of foundation of the institution; by a copy of annual accounts

for the last three financial years by a statement on behalf of the Governing Body that they will give a written assurance to the effect that the institution will permit the University from time to time to determine in consultation with the Governing Body what posts, if any, if the institution shall be held by teachers appointed by the University, and to exercise, subject to the provisions of the Statutes and Ordinances of the University, the power of appointment to and removal from such posts; and that no teacher in the institution shall be appointed as or use title of Professor or Reader without the consent of the University.

4. The Executive Council, after considering the above information, may recognise the institution as an institution of the University subject to the following conditions:

- (a) that the Governing Body of the Institution shall be constituted in accordance with the provisions of Statute 30 of the University.
 - (1) The members of the Governing Body, other than Principal and teachers' representatives shall hold office for three years and shall be eligible for re-appointment or re-election.
 - (2) The teachers' representatives shall become members of the Governing Body by rotation according to seniority. At least one of the representatives, shall be from among those with more than 10 years' service and at least one from among those with less than 10 years' service. If, however, eligible candidates are not available in one of those categories, all the representatives may be taken from the other. The term of teachers' representatives shall be one year.

Note: For the purpose of this clause 'teachers' will be understood to be those holding a permanent whole time post, with requisite service in the College in question.
 - (3) The Governing Body shall elect from among its own members a Chairman to hold office for three years, provided this does not exceed his current term as a member of the Governing Body and shall be eligible for re-election.
- (b) that the Executive Council is satisfied that the institution has sufficient financial resources to secure its continued existence as an efficient institution, and that where an institution is recognised for a period of years only, its financial resources are such as to enable it to support itself efficiently for that period;

- (c) that the Executive Council is satisfied with regard to the suitability of the buildings of the institution and with regard to the other matters set forth in (e), (f), (g) and (h) of Article 2 above.

5. An institution may be recognised as a whole or only in respect of some branch or department, and in the latter case the conditions with regard to the Governing Body or Managing Committee shall apply to the Committee or Sub-Committee controlling or managing the branch or department.

6. An institution may be recognised as institution of the University providing courses of instruction for degree or diplomas of the University, or as providing facilities for the cultivation of any special branch of science or learning, or as an institute for research.

7. No institution shall be recognised as an institution of the University unless the Executive Council is satisfied that the teachers therein receive adequate salaries, that the conditions of service of the teachers are reasonable, and that the fees paid by students are not excessive.

8. No institution shall be recognised as an institution of the University unless the Executive Council is satisfied that it is and will continue to be, so far as is reasonably possible, autonomous, and that any administrative arrangements approved by the University as a condition of recognition shall not be altered without the consent of the University.

9. (1) The Executive Council may withdraw recognition from an institution at any time, if any of the conditions on which recognition has been given are not fulfilled or complied with, or if for any other reason the Council are of opinion that the institution ought not to continue to be recognised as an institution of the University;

(2) The Executive Council may from time to time cause an inspection to be made of any recognised institution for the purpose of satisfying themselves that the conditions of the Ordinance or any conditions on which recognition has been given are being complied with.

Ord. XXII. Emoluments, Terms and Conditions of Service of Vice-Chancellor.

1. (a) The Vice-Chancellor shall receive a salary of Rs. 25000/- p.m. w.e.f. 1.1.1996 and in addition, free furnished residential accommodation. The grounds of the Vice-Chancellor's lodging will be maintained by the University.

“In cases where Vice-Chancellor is re-employed/appointed after attaining the age of superannuation, his initial pay on re-employment shall be fixed at Rs. 25000 p.m. However, the pension drawn by him will be deducted each month from his salary. Dearness Allowance at the rates applicable from time to time is also admissible on the pay fixed in terms of the orders on the subject. He will, however, not be entitled, in addition to any Dearness Relief on his pension.

(b) The Vice-Chancellor shall be entitled to such terminal benefits and allowances as may be fixed by the Executive Council with the approval of the Visitor from time to time.

(c) The Vice-Chancellor shall be entitled to subscribe to the Contributory Provident Fund of the University till the end of his tenure:

Provided that where an employee of any University or College or Institution maintained by, or affiliated to that University is appointed as Vice-Chancellor, he shall continue to be governed by the same retirement benefits scheme (namely, General Provident Fund/Contributory Provident Fund/Pension/Gratuity) to which he was entitled prior to his appointment as Vice-Chancellor and till he continues to hold his lien on that post. But even in a case covered under this proviso, the pay for the purpose of subscription to the General Provident Fund and contribution to and contribution of the University to the Contributory Provident Fund shall be the pay which is drawn by him as Vice-Chancellor.

Note: For the purpose of calculating University Contribution to Provident Fund, pay means pay including Dearness Pay as is admissible in the case of other University Employees.

2. The Vice-Chancellor will be entitled to receive T.A. at the rates prescribed in the T.A. rules fixed by the Executive Council.

3. (1) (a) The Vice-Chancellor shall be entitled to leave on full pay at the rate of 30 days in a Calendar year. The leave shall be credited to his account in advance in two half-yearly instalments of 15 days each on the first January and July every year:

Provided that if the Vice-Chancellor assumes/relinquishes charge of the office of Vice-Chancellor during the currency of a half year, the leave shall be credited proportionately @ 2-1/2 days for each completed month of service.

(b) The leave at credit at the close of the previous half year shall be carried forward to the new half year subject to the leave so carried forward plus the credit for that half year not exceeding the maximum limit of 300 days.

(c) The entitlement of leave under Sub-Clause (a) above shall be reduced by 1/10th of the period of extra-ordinary leave availed of during the previous half year, subject to a maximum of 15 days.

(2) (a) In addition to the leave noted in sub-Clause (1), the Vice-Chancellor shall be entitled to half-pay leave at the rate of 20 days for each completed year of service.

(b) The half pay leave may be availed of as commuted leave on full pay on medical certificate. When commuted leave is availed, twice the amount of half pay leave shall be debited against the half pay leave due.

(3) The Vice-Chancellor may avail himself of the kinds of leave mentioned in sub-Clauses (1) and (2) above whenever he finds it necessary to do so and report the same to the Executive Council.

(4) Where an employee of,

(a) the Delhi University, or

(b) any College or Institution maintained by, or affiliated to the Delhi University is appointed as Vice-Chancellor, he shall be allowed to avail himself of any leave at his credit before his appointment as Vice-Chancellor. Similarly, on his relinquishing the post of the Vice-Chancellor and in the event of his re-joining his old post, he shall be entitled to carry back the leave at his credit to the new post.

(5) The Vice-Chancellor may during two months of the long vacation carry on the duties from outside Delhi if he chooses to do so.

Ord. XXIIA. Emoluments, Terms and Conditions of Service of Pro-Vice-Chancellor.

1. The Pro-Vice-Chancellor shall be appointed in the manner laid down by the Statutes.

2 (a) The salary of the Pro-Vice-Chancellor shall be fixed by the Executive Council in the scale of pay Rs. 18,400-500-22,400 p.m. w.e.f.01.01.1996 or in case a Professor is appointed to discharge the duties of the Pro-vice--Chancellor in addition to his own duties as a Professor, he shall draw his pay in the substantive post plus a special pay of Rs. 500/- p.m. In cases where Pro-Vice-Chancellor is re-employed/appointed after attaining the age of superannuation, his initial pay on re-employment shall be fixed at the same stage as the last pay drawn before superannuation. However, the pension drawn by him will be deducted each month from his salary. Dearness Allowance at the rates applicable from time to time is also admissible on the pay fixed in terms of the orders on the subject. He will, however, not be entitled, in addition, to any Dearness Relief on his pension. The University shall provide him with unfurnished residential accommodation for which he will pay rent at the usual rate. The grounds of the Pro-Vice-Chancellor's lodging will be maintained by the University.

(b) In addition to the salary prescribed in Clause (a) above, the Pro-Vice-Chancellor will also be entitled to Dearness Allowance, City Compensatory Allowance and other allowances as are admissible to University employees from time to time.

(c) The Pro-Vice-Chancellor shall be entitled to such terminal benefits as may be fixed by the Executive Council from time to time.

(d) The Pro-Vice-Chancellor shall be entitled to subscribe to the Contributory Provident Fund of the University till the end of his tenure:

Provided that where an employee of any University or College or Institution maintained by or affiliated to that University is appointed as Pro- Vice-Chancellor, he shall continue to be governed by the same retirement benefit scheme (namely, General Provident Fund/Contributory Provident Fund/Pension/Gratuity) to which he was entitled prior to his appointment as Pro-V ice-Chancellor and till he continues to hold his lien on that post. But even in a case covered under this proviso the pay for the purpose of subscription to the General Provident Fund and subscription to and contribution of the University to the Contributory Provident Fund shall be the pay which is drawn by him as Pro-Vice-Chancellor.

Note : For the purpose of calculating University Contribution to Provident Fund, pay means pay including Dearness Pay as is admissible in the case of other University Employees.

(e) When an incumbent to the post of the Pro-Vice-Chancellor is not an employee of:

- (i) the Delhi University, or
- (ii) any other University or College or Institution maintained by or affiliated to the University, *or he was re-employed with any of these organisations prior to his appointment as Pro-Vice-Chancellor* he shall be entitled to subscribe to the Contributory Fund of the University.

Provided further that in both the cases covered under sub-Clauses (d) and (e) above, the pay for the purpose of subscription to the Contributory Provident Fund and subscription to and contribution of the University to the Contributory Provident Fund shall be the pay drawn by him as Pro- Vice- Chancellor.

3. (1) (a) The Pro-Vice-Chancellor shall be entitled to leave on full pay at the rate of 30 days in a Calendar year. The leave shall be credited to his account in advance in two half-yearly instalments of 15 days each on the first January and July every year:

Provided that if the Pro- Vice-Chancellor assumes/relinquishes charge of the office of the Pro-Vice-Chancellor during the currency of a half year, the leave shall be credited proportionately @2-1/2 days for each completed month of service.

(b) The leave at credit at the close of the previous half year shall be carried forward to the new half year subject to the leave so carried forward plus the credit for that half year not exceeding the maximum limit of 180 days.

(c) The entitlement of leave under sub-Clause (a) above shall be reduced by 1/10th of the period of extra-ordinary leave availed of during the previous half year, subject to a maximum of 15 days.

(2) (a) In addition to the leave noted in sub-Clause (1), the Pro-Vice-Chancellor shall be entitled to half-pay leave at the rate of 20 days for each completed year of service.

(b) The half pay leave may be availed of as commuted leave on full pay on medical certificate. When commuted leave is availed, twice the amount of half pay leave shall be debited against the half pay leave due.

(3) Where an employee of, (a) the Delhi University, or

(b) any College or Institution maintained by or affiliated to the Delhi University is appointed as Pro- Vice-Chancellor, he shall be allowed to avail himself of any leave at his credit before his appointment as Pro-Vice-Chancellor. Similarly, on his relinquishing the post of the Pro-Vice- Chanellor and in the event of his re-joining his old post, he shall be entitled to carry back the leave at his credit to the new post.

Ord. XXII-B. Emoluments, Terms and Conditions of Service of Registrar

1. The Registrar shall be appointed in the manner laid down by the Statutes and shall receive a salary in the scale of Rs. 16400-450-20,900-500-22,400 or as revised from time to time. The University shall provide him with unfurnished residential accommodation for which he will pay rent at the usual rate. The grounds of his residence shall be maintained by the University.

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Whenever the Registrar carries on the current duties of the Vice-Chancellor as laid down in proviso to Clause (6) of Statute 11-F, he shall be paid such additional remuneration as may be fixed by the Executive Council.

2. The conditions of service of the Registrar shall be those embodied in the Agreement* of service prescribed by the University for officers.

3. The Registrar shall be entitled to leave, leave salary allowances, Provident Fund and other benefits, as prescribed in this behalf by the University from time to time for employees of the University.

4. Subject to the provisions of Clauses 6, 7 and 8 of the agreement of service, the Registrar shall be entitled to be in the service of the University until he is superannuated in accordance with the provisions of Ordinance XXVII.

Ord. XXII-C. Emoluments, Terms and Conditions of Service of Librarian.

1. The Librarian shall be appointed in the manner laid down by the Statutes and shall receive a salary in the scale of Rs. 16400-450-20900-22400 p.m. or as revised from time to time.

2. The conditions of service of the Librarian shall be those embodied in the Agreement* of Service prescribed by the University for officers.

3. The Librarian shall be entitled to Leave, Leave Salary Allowances, Provident Fund, Pension-cum-Gratuity and other benefits, as prescribed in this behalf by the University from time to time for non-teaching employees of the University.

4. Subject to the provisions of Clauses 6, 7 and 8 of the Agreement of Service, the Librarian shall be entitled to be in service of the University until he is superannuated in accordance with the provisions of Ordinance XXVII.

Ord. XXII-D. Terms and Conditions of Service and Conduct Rules of non-academic employees of the University.

The Emoluments, Terms and Conditions of Service and the Conduct Rules of the non-academic employees of the University (other than the Registrar and Librarian) shall be those embodied in Appendix VIII to this Ordinance.

Ord. XXII-E. Emoluments, Terms and Conditions of Service of Dean of Colleges.

1. The Dean of Colleges shall be appointed in the manner laid down by the Statutes.

*For Agreement of Service, see Executive Council Resolution No. 106, dated 26-7-1957

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2 (a) The salary of the Dean of Colleges shall be fixed by the Executive Council in the scale of pay of Rs. 18,400-500-22,400 p.m. w.e.f. 1.1.1996. In case a Professor is appointed to discharge the duties of the Dean of Colleges in addition to his own duties as a Professor, he shall draw his pay in the substantive post plus a special pay of Rs. 500/- p.m.

In cases where Dean of Colleges is re-employed/appointed after attaining the age of superannuation, his initial pay on re-employment shall be fixed at the same stage as the last pay drawn before superannuation. However, the pension drawn by him will be deducted each month from his salary. Dearness Allowance at the rates applicable from time to time is also admissible on the pay fixed in terms of the orders on the subject. He will, however, not be entitled, in addition, to any Dearness Relief on his pension. The University shall provide him with unfurnished residential accommodation for which he will pay rent at the usual rate. The grounds of the Dean of Colleges lodging will be maintained by the University.

(b) In addition to the salary prescribed in Clause (a) above, the Dean of Colleges will also be entitled to Dearness Allowance, City Compensatory Allowance and other allowances as are admissible to University employees from time to time.

(c) The Dean of Colleges shall be entitled to such terminal benefits as may be fixed by the Executive Council from time to time.

(d) The Dean of Colleges shall be entitled to subscribe to the Contributory Provident Fund of the University till the end of his/her tenure:

Provided that where an employee of any University or College or Institution maintained by, or affiliated to that University is appointed as Dean of Colleges, he shall continue to be governed by the same retirement benefits scheme (namely, General Provident Fund/Contributory Provident Fund/Pension/Gratuity) to which he was entitled prior to his appointment as Dean of Colleges and till he continues to hold his lien on that post. But even in a case covered under this proviso, the pay for the purpose of subscription to the General Provident Fund and contribution to and contribution of the University to the Contributory Provident Fund shall be the pay which is drawn by him as Dean of Colleges.

Note : For the purpose of calculating University Contribution to Provident Fund, pay means pay including Dearness Pay as is admissible in the case of older University Employees.

(e) When an incumbent to the post of the Dean of Colleges is not an employee of :

- (i) the Delhi University, or
- (ii) any other University or College or Institution maintained by, or affiliated to the University, or he was re-employed with any of these organisations prior to his appointment as Dean of Colleges he shall be entitled to subscribe to the Contributory Provident Fund of the University.

Provided further that in both the cases covered under sub-Clauses (d) and (e) above, the pay for the purpose of subscription to the General Provident Fund and subscription to and contribution of the University to the Contributory Provident Fund shall be the pay drawn by him as Dean of Colleges.

3. (1) (a) The Dean of Colleges shall be entitled to leave on full pay at the rate of 30 days in a Calendar year. The leave shall be credited to his account in advance in two half-yearly instalments of 15 days each on the first January and July every year.

Provided that if the Dean of Colleges assumes/relinquishes charge of the office of Dean of Colleges during the currency of a half year, the leave shall be credited proportionately @ 2-1/2 days for each completed month of service.

(b) The leave at credit at the close of the previous half year shall be carried forward to the new half year subject to the leave so carried forward plus the credit for that half year not exceeding the maximum limit of 300 days.

(c) The entitlement of leave noted in sub-Clause (a) above shall be reduced by 1/10th of the period of extra-ordinary leave availed of during the previous half year, subject to a maximum of 15 days.

(2) (a) In addition to the leave noted in sub-clause (1), the Dean of Colleges shall be entitled to half-pay leave at the rate of 20 days for each completed year of service.

(b) The half pay leave may be availed of as commuted leave on full pay on medical certificate. When commuted leave is availed, twice the amount of the half pay leave shall be debited against the half pay leave due.

(3) Where an employee of;

(a) the Delhi University, or

(b) any College or Institution maintained by, or affiliated to the Delhi University is appointed as Dean of Colleges, he/she shall be allowed to avail himself/herself of any leave at his/her credit before his/her appointment as Dean of Colleges. Similarly, on his/her relinquishing the post of the Dean of Colleges and in the event of his/her re-joining his/her old post, he/she shall be entitled to carry back the leave at his/her credit to the new post.

Ord. XXII-F. Emoluments, Terms and Conditions of Service of Director, South Campus.

1. In this Ordinance the Director means the Director, South Campus.

2 (a) The salary of the Director, South Campus shall be fixed by the Executive Council in the scale of pay of Rs. 18,400-500-22,400 p.m. w.e.f. 01.01.1996. In case a Professor is appointed to discharge the duties of the Director, South Campus in addition to his own duties as a Professor, he shall draw his pay in the substantive post plus a special pay of Rs. 500/-p.m.

In cases where Director, South Campus is re-employed/appointed after attaining the age of superannuation, his initial pay on re-employment shall be fixed at the same stage as the last pay drawn before superannuation. However, the pension drawn by him will be deducted each month from his salary. Dearness Allowance at the rates applicable from time to time is also admissible on the pay fixed in terms of the orders on the subject. He will, however, not be entitled, in addition, to any Dearness Relief on his pension. The University shall provide him with unfurnished residential accommodation for which he will pay rent at the usual rate. The grounds of the Director, South Campus lodging will be maintained by the University.

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DIRECTOR, SOUTH CAMPUS

(b) In addition to the salary prescribed in Clause (a) above, the Director, South Campus will also be entitled to Dearness Allowance, City Compensatory Allowance and other allowances as are admissible to University employees from time to time.

(c) The Director, South Campus shall be entitled to such terminal benefits as may be fixed by the Executive Council from time to time.

(d) The Director, South Campus shall be entitled to subscribe to the Contributory Provident Fund of the University till the end of his tenure :

Provided that where an employee of any University or College or Institution maintained by, or affiliated to that University is appointed as the Director, South Campus, he shall continue to be governed by the same retirement benefits scheme (namely, General Provident Fund/Contributory Provident Fund/Pension/Gratuity) to which he was entitled prior to his appointment as Director, South Campus and till he continues to hold his lien on that post. But even in a case covered under this proviso, the pay for the purpose of subscription to the General Provident Fund and subscription to and contribution of the University to the Contributory Provident Fund shall be the pay which is drawn by him as Director, South Campus.

Note : For the purpose of calculating University contribution to Provident Fund, pay means pay including Dearness pay as is admissible in the case of other University employees.

(e) When an incumbent to the post of the Director, South Campus is not an employee of-

- (i) the Delhi University, or
- (ii) any other University or College or Institution maintained by, or affiliated to the University, or he was re-employed with any of these organisations prior to his appointment as Director, South Campus he shall be entitled to subscribe to the Contributory Provident Fund of the University.

Provided further that in both the cases covered under sub-Clauses (d) and (e) above, the pay for the purpose of subscription to the General Provident Fund and subscription to and contribution of the University to the Contributory Provident Fund shall be the pay drawn by him as Director, South Campus.

3. (1) (a) The Director, South Campus shall be entitled to leave on full pay at the rate of 30 days in a Calendar year. The leave shall be credited to his account in advance in two half-yearly instalments of 15 days each on the first January and July every year:

Provided that if the Director, South Campus assumes/relinquishes charge of the office of the Director, South Campus during the currency of a half year, the leave shall be credited proportionately @ 2-1/2 days for, each completed month of service.

(b) The leave at credit at the close of the previous half year shall be carried forward to the new half year subject to the leave so carried forward plus the credit for that half year not exceeding the maximum limit of 300 days.

(c) The entitlement of leave under sllb-Clause (a) above shall be reduced by 1/10th of the period of extra-ordinary leave availed of during the previous half year, subject to a maximum of 15 days.

(2) (a) In addition to the leave noted in sub-Clause (1), the Director, South Campus shall be entitled to half-pay leave at the rate of 20 days for each completed year of service.

(b) The half pay leave may be availed of as commuted leave on full pay on medical certificate. When commuted leave is availed, twice the amount of half pay leave shall be debited against the half pay leave due.

(3) Where an employee of-

(a) the Delhi University, or

(b) any College or Institution maintained by, or affiliated to the Delhi University is appointed as Director, South Campus he shall be allowed to avail himself of any leave at his credit before his appointment as Director, South Campus. Similarly, on his relinquishing the post of the Director, South Campus and in the event of his re-joining his old post, he shall be entitled to carry back the leave at his credit to the new post.

Ord. XXII-G Emoluments, Terms and Conditions of Service of Director, Campus of Open Learning.

1. In this Ordinance the Director means the Director, Campus of Open Learning.

2 (a) The salary of the Director, Campus of Open Learning shall be fixed by The Executive Council in the scale of pay Rs. 16,400-450-20,900-500-22,400.

(b) In addition to the salary prescribed in Clause (a) above, the Director Campus of Open Learning will also be entitled to Dearness Allowance, City Compensatory Allowance and other allowances as are admissible to University employees from time to time.

(c) The Director, Campus of Open Learning shall be entitled to such terminal benefits as may be fixed by the Executive Council from time to time.

(d) The Director, Campus of Open Learning shall be entitled to subscribe to the Contributory Provident Fund of the University till the end of his tenure:

Provided that where an employee of any University or College or Institution maintained by or affiliated to that University is appointed as the Director, Campus of Open Learning, he shall continue to be governed by the same retirement benefits scheme (namely, General Provident Fund/Contributory Provident Fund/Pension/Gratuity) to which he was entitled.

EMOLUMENTS, TERMS AND CONDITIONS OF SERVICE OF DIRECTOR, CAMPUS OF OPEN LEARNING.

Prior to his appointment as Director, Campus of Open Learning and till continues to hold his lien on that post. But even in a case covered under this proviso, the pay for the purpose of subscription to the General Provident Fund and subscription to and contribution of the University to the Contributory Fund shall be the pay which is drawn by him as Director, Campus of Open Learning.

Note : For the purpose of calculating University Contribution of Provident Fund, pay means pay including Dearness pay as is admissible in the case of other University employees.

(e) When an incumbent to the post of the Director, Campus of Open Learning is not an employee of :-

(i) the Delhi University or

(ii) any other University or Colleges or Institution maintained by, or affiliated to the University or he was re-employed with any of these organisations prior to his appointment as Director, Campus of Open Learning he shall be entitled to subscribe to the Contributory Provident Fund of the University.

Provided further that in both the cases covered under the sub-Clauses (d) and (e) above, the pay for the purpose of subscription to the General Provident Fund and subscription to and contribution of the University to the contributory Provident Fund shall be pay drawn by him as Director, Campus of Open Learning.

3. (1) (a) The Director, Campus of Open Learning shall be entitled to leave on full pay at the rate of 30 days in a Calendar year. The leave shall be credited to his account in advance in two half-yearly instalments of 15 days each on the first January and July every year :

Provided that if the Director, Campus of Open Learning assumes, relinquishes charge of the office of the Director, Campus of Open Learning during the currency of a half year, the leave shall be credited proportionately @ 2½ days for each completed month of service.

(b) The leave at credit at the close of the previous half year shall be carried forward to the new half year subject to the leave so carried forward plus, the credit for that half year not exceeding the maximum limit of 300 days.

(c) The entitlement of leave sub-Clause (a) above shall be reduced by 1/10th period of extra-ordinarily leave availed of during the previous half year, subject to a maximum of 15 days.

ORDINANCE XXII-H

(2) (a) In addition to the leave noted in sub-Clause (1) the Director Campus of Open Learning shall be entitled to half pay leave at the rate of 20 days for each completed year of service.

(b) The half pay leave may be availed of as commuted leave on full pay on medical certificate. When commuted leave is availed twice the amounts of half pay leave shall be debited against the half pay leave due.

(3) Where an employee of-

(a) the Delhi University, or

(b) any Colleges or Institution maintained by or affiliated to the Delhi University is appointed as Director, Campus of Open Learning he shall be allowed to avail himself of any leave at his credit before his appointment as Director, Campus of Open Learning. Similarly, on his relinquishing the post of the Director, Campus of Open Learning and in the event of his rejoining his old post, he shall be entitled to carry back the leave at his credit to the new post.

Ord. XXII-H. Terms and Conditions of Service of the Employees of the C.I.E. Experimental School.

Notwithstanding anything contained to the contrary in any Ordinance of the University, the terms and conditions of service of the employees of the C.I.E. Experimental School shall be in accordance with and be governed by the Delhi School Education Act, 1973 and the Rules framed thereunder.

Ord. XXIII. Heads of Departments

1. The Head of the Department shall be appointed by the Vice-Chancellor by observing, as far as possible, the principle of rotation. Such appointments shall be reported to the Executive Council.

2. Notwithstanding anything contained in Clause 1, if for any reason it has not been possible to appoint a person as Head of the Department who is senior to the person (persons) who has already served or is serving as Head of the Department, it shall be open to the Vice-Chancellor to appoint that person as Head of the Department whenever a vacancy next occurs if he can otherwise be so appointed.

3. The Head of the Department shall hold office for a period of three years. A person shall not ordinarily be appointed as Head of the Department for a second consecutive term.

QUALIFICATIONS OF UNIVERSITY TEACHERS

4. Notwithstanding anything contained in Clause-2, pending the appointment of a Head of the Department or during his absence on leave, the Vice-Chancellor may ask any Professor or any Reader in the Department either to discharge the current duties of the Head of the Department or to act as Head of the Department, as the case may be, as a purely temporary measure.

Note : The Principle of rotation will apply from the person who is next in order of seniority to the person who has already served or is serving as Head of the Department.

Ord. XXIV. Qualifications of University Teachers (Appointed and Recognised) and Principals other than those for whom special qualifications may be prescribed by the Executive Council on the recommendations of the Academic Council*.

Qualifications for the post of Professor under the Faculties of Arts, Science, Social Sciences, Education, Mathematical Sciences, Law, Applied Social Sciences & Humanities, Inter-disciplinary & Applied Sciences, Commerce & Business (except Management Studies, Music, Journalism & Mass Communication and Social Work).

Professor (except Management Studies, Music, Journalism & Mass Communication and Social Work)

An eminent scholar with published work of high quality, actively engaged in research with 10 years of experience in post-graduate teaching and/or post-doctoral research at University/National level institutions including experience of guiding research at doctoral level.

OR

An outstanding scholar with established reputation who has made significant contribution to knowledge.

Management Studies

Professor

An eminent scholar with published work of high quality actively engaged in research. Ten years' experience of postgraduate teaching and/or post-doctoral research. Experience of guiding research at doctoral level.

*The Schedule will not apply to the posts in the Departments for which qualifications have been laid down separately.

OR

An outstanding scholar with established reputation who has made significant contribution to knowledge.

Music

Professor

An eminent scholar with published work of high quality actively engaged in research with ten years of experience in post-graduate teaching and/or post-doctoral research at the University/National level institution including experience of guiding research at doctoral level in Music.

OR

An outstanding scholar/Musician with established reputation who has made significant contribution to knowledge.

Journalism and Mass Communication

Professor

An eminent scholar with published work of high quality actively engaged in research with ten years of experience in post-graduate teaching and/or post-doctoral research at the University/National level institution including experience of guiding research at doctoral level in Communication/Journalism.

OR

An outstanding scholar with established reputation who has made significant contribution to knowledge.

Social Work

Professor

An eminent scholar with published work of high quality actively engaged in research with ten years experience in post-graduate teaching and/or post-doctoral research at the University and National level institution including experience of guiding research at doctoral level in Social Work.

OR

An outstanding scholar with established reputation who has made significant contribution to knowledge.

Qualifications for the post of Reader under the Faculties of Arts, Science, Social Sciences, Education, Mathematical Sciences, Law, Applied Social Sciences & Humanities, Interdisciplinary & Applied Sciences, Commerce & Business (except Management Studies, Journalism & Mass Communication and Social Work)*

Reader (except Management Studies, Journalism & Mass Communication and Social Work)

Good academic record with a doctoral degree or equivalent published work. In addition to these, candidates who join from outside the University system, shall also possess at least 55% of the marks or an equivalent grade of B in the seven point scale with letter grades O, A, B, C, D, E & F at the Master's degree level.

Five years of experience of *teaching* and/or *research* excluding the period spent for obtaining the research degrees and has made some mark in the areas of scholarship as evidenced by quality of publications, contribution to educational innovation, design of new courses and curricula.

Management Studies

Reader

Good academic record with at least 55% marks in Master's degree in a relevant subject with a doctoral degree or equivalent published work. Evidence of being actively engaged in (i) research or (ii) innovation in teaching methods or (iii) production of teaching materials.

Five years experience of *teaching* and/or *research* excluding the period spent for obtaining the research degrees, with evidence of published work.

Journalism and Mass Communication

Reader

Essential:

1. *Ph.D. degree in Communication/Mass Communication/Journalism from an Indian University or an equivalent degree from a foreign University*

OR

Published work of doctoral standard or media production work of excellence.

2. *Good academic record with at least 55% marks (or an equivalent grade) at Master's level in the subject.*
3. *Eight years' experience of teaching and/or research including up to three years for research degree and having made a mark in the area of scholarship as evidenced by quality of publications, contribution to educational innovation, designing of new courses and curricula.*

OR

Ten years full time work experience in any area of Mass Communication (Newspaper accredited with ABC, National News Agencies, radio or television, film media, reputed advertising agency, Public Relation Officers of the Government, Public Sector Undertakings and established industrial and commercial houses).

Social Work**Reader**

Good academic record with doctoral degree or equivalent published work. Evidence of being actively engaged in (1) research, or (2) innovation in teaching method, or (3) production of teaching materials. Good academic record with at least 55% marks or an equivalent grade at Master's degree level.

Eight years experience of teaching and/or research provided that at least five of these years were as Lecturer or in an equivalent position.

OR

Ten years experience in field practice and professional publication based on work experience and experience in training and/or field instruction. Experience in consultation and documentation.

Note : The minimum requirement of 55% shall not be insisted upon for Principals, Professors, Readers, Librarians, Deputy Librarians, Directors of Physical Education, Deputy Director of Physical Education for the existing incumbents who are already in the University system. But in no case would this be less than 50%.

Qualifications for the post of Lecturer, under the Faculties of Arts, Science, Social Sciences, Education, Management Studies, Foreign Languages, Law, Applied Social Sciences & Humanities, Interdisciplinary & Applied Sciences, Commerce & Business (except Physical Education, Journalism & Mass Communication, Music, Social Work, Book Publishing and Tourism).

Lecturer

1. Good academic record with at least 55% (50% for candidates belonging to SC/ST or those who passed their Master's degree prior to 19.09.91 and hold a Ph.D. degree) or an equivalent grade of B in the 7 point scale with letter grades O, A, B, C, D, E & F at the Master's degree level in the relevant subject from an Indian University or an equivalent degree from a foreign University.
2. Candidates should have qualified the National Eligibility Test (NET) for Lecturers conducted by the UGC/CSIR or similar test accredited by the UGC.

Note:-

(a) Candidates who have completed M.Phil degree up to 31st December 1993 or have submitted Ph.D. thesis in the concerned subject up to 31 st December, 2002 are exempted from qualifying NET.

(b) A relaxation of the minimum marks at the post-graduate level from 55% to 50% may be provided to the candidates who have cleared the JRF examination conducted by the UGC/CSIR only, prior to 1989, when the minimum marks required to appear for JRF examination were 50%.

Lecturer in Physical Education in Colleges

- (i) *Master's degree in Physical Education/Sports (two years course) or equivalent degree* with at least 55% marks (50% marks for candidates belonging to SC/ST and those who passed their Master's degree prior to 19.09.1991 and hold a Ph.D. degree) or an equivalent grade in the seven point scale with letter grades O, A, B, C, D, E & F plus a consistently good academic record*
- (ii) *Candidates must have qualified the National Eligibility Test (NET) conducted by the UGC or any other agency approved by the UGC.*
- (iii) *Record of having represented the University/College at the inter-University competitions or the State in National Championships.*
- (iv) *Passed the physical fitness test.*

PHYSICAL FITNESS TEST*Norms for Men*

12 minutes run/ walk test

<i>Up to 30 Years</i>	<i>Up to 40 Years</i>	<i>Up to 45 Years</i>	<i>Up to 50 Years</i>
<i>1800 Mtrs.</i>	<i>1500 Mtrs.</i>	<i>1200 Mtrs.</i>	<i>800 Mtrs.</i>

Norms for Women

8 minutes run/ walk test

<i>Up to 30 Years</i>	<i>Up to 40 Years</i>	<i>Up to 45 Years</i>	<i>Up to 50 Years</i>
<i>1000 Mtrs.</i>	<i>800 Mtrs</i>	<i>600 Mtrs.</i>	<i>400 Mtrs.</i>

However, before taking the test, a candidate shall produce a medical certificate, certifying that he/she is medically fit.

***Note:** It is clarified that those who did their Master's degree as one year D. P. Ed and one year M.P.Ed. shall also be considered eligible, subject to concurrence of the UGC.

Journalism & Mass Communication**Lecturer**

1. Good academic record with at least 55% marks (50% for candidates belonging to SC/ST or those who passed their Master's degree prior to 19.09.91 and hold a Ph.D. degree) or an equivalent grade of B in the 7 point scale with letter grades O, A, B, C, D, E & F at Master's degree level or an equivalent qualification from an Indian or foreign University/recognized institution in Communication/Mass Communication/Journalism.
2. Candidates should have qualified the National Eligibility Test (NET) for Lecturers conducted by the UGC/CSIR or similar test accredited by the UGC.

Note:

- (a) Candidates who have completed M.Phil degree up to 31st December 1993 or have submitted Ph.D. thesis in the concerned subject up to 31st December, 2002 are exempted from qualifying NET.
- (b) A relaxation of the minimum marks at the post-graduate level from 55% to 50% may be provided to the candidates who have cleared the JRF examination conducted by the UGC/CSIR only prior to 1989 when the minimum marks required to appear for JRF examination were 50%.

Music**Lecturer**

1. Good academic record with at least 55% (50% for candidates belonging to SC/ST or those who passed their Master's degree prior to 19.09.91 and hold a Ph.D. degree) or an equivalent grade of B in the 7 point scale with letter grades O, A, B, C, D, E & F at the Master's degree level in the relevant subject from an Indian University or an equivalent degree from a foreign University.
2. Candidates should have qualified the National Eligibility Test (NET) for Lecturers conducted by the UGC/CSIR or similar test accredited by the UGC.

OR

A traditional or a professional artist with a highly commendable professional achievement in the subject concerned.

Note:

- (a) Candidates who have completed M.Phil degree up to 31st December 1993 or have submitted Ph.D. thesis in the concerned subject up to 31st December, 2002 are exempted from qualifying NET.
- (b) A relaxation of the minimum marks at the post-graduate level from 55% to 50% may be provided to the candidates who have cleared the JRF examination conducted by the UGC/CSIR only prior to 1989 when the minimum marks required to appear for JRF examination were 50%.

Social Work**Lecturer**

Good academic record with at least 55% marks (50% for candidates belonging to SC/ST and those who passed their Master's degree prior to 19.09.91 and hold a Ph.D. degree or an equivalent grade) at Master's degree level or an equivalent qualification from an Indian or foreign University. Candidates, besides fulfilling the above qualifications, should have cleared the eligibility test for lecturers (NET) conducted by UGC, CSIR or similar test accredited by the UGC.

Book Publishing**Lecturer**

Good academic record with first or high second class post-graduate degree

At least three years' experience in Editorial and Managerial capacity in a Publishing House.

A knowledge of the study of publishing in India and abroad and competency in taking classes in the Book Publishing course at the under-graduate level. Candidates besides fulfilling the above qualifications should have cleared the eligibility test for Lecturers conducted by UGC, CSIR or similar test accredited by the UGC. Provided that the University may make any relaxation in the above qualifications with the approval of the University Grants Commission.

Tourism**Lecturer**

Good academic record with first or high second class post -graduate degree

At least three years' experience in a Tourist Organisation-Government or Non-Government holding a responsible post.

A good knowledge of Tourist Organisation in India and abroad and competency in taking classes in the Tourism course at the under-graduate level. Candidates besides fulfilling the above qualifications should have cleared the eligibility test for Lecturers conducted by UGC, CSIR or similar test accredited by the UGC provided that the University may

make any relaxation in the above qualifications with the approval of the University Grants Commission.

Principal

1. A Master’s degree in a relevant subject with at least 55% marks or an equivalent grade of ‘B’ in the seven point scale with letter grade O, A, B, C, D, E & F
2. Ph.D. or equivalent degree.
3. Total experience of fifteen years of teaching and/or post-doctoral research in Universities/Colleges and other institutions of higher education.

Note: The minimum requirement of 55% shall not be insisted upon for the post of Principal for existing teachers who are already in the University system. But in no case would this be less than 50%. However, these marks should be insisted upon for those entering the system from outside.

General Note

1. A relaxation of 5% may be provided from 55% to 50% of the marks at the Master’s level for the SC/ST category.
2. A relaxation of 5% may be provided from 55% to 50% of the marks to the Ph.D. degree holders who have passed their Master’s degree prior to 19th September, 1991.
3. B in the seven point scale with letter grade O, A, B, C, D, E & F shall be regarded as equivalent of 55% wherever the grading system is followed.
4. NET shall remain the compulsory requirement for appointment as Lecturer. However, the candidates who have completed M.Phil. degree up to 31st December 1993 or have submitted Ph.D. thesis in the concerned subject upto 31st December, 2002 are exempted from appearing in the NET examination.
5. The minimum requirement of 55% marks shall not be insisted upon for Principals, Professors, Readers, Librarians, Deputy Librarians, Directors of Physical Education, Deputy Registrars and Deputy Directors of Physical Education for the existing incumbents who are already in the University system. But in no case would this be less than 50% marks. However, these marks should be insisted upon for those entering the system from outside and those at the entry point of Lecturers, Assistant Registrars, Assistant Librarians, Assistant Directors of Physical Education.

6. A relaxation of the minimum marks at the post-graduate level from 55% to 50% marks for appointment as Lecturer may be provided to the candidates who have cleared the JRF examination conducted by the UGC/CSIR only prior to 1989 when the minimum marks required to appear to for JRF examination were 50% marks.
7. Provided that any relaxation in the prescribed qualifications can only be made by the UGC in a particular subject in which NET is not being conducted or enough number of candidates are not available with NET qualiifcations.

Seven Point Scale

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

Qualifications for the Post of Principal/Dean/Director in Medical Colleges

Should possess the recognized post-graduate medical qualification and other academic qualification from a recognized institution with minimum of ten years teaching experience as Professor/Associate Professor/Reader in a Medical College/Institute, out of which at least five years should be as Professor in a Department.

For appointment as Professor under the Merit Promotion Scheme of 1983 in the Faculties of Arts, Science, Social Sciences, Mathematical Sciences, Law, Education, Management Studies and Music & Fine Arts.

At least ten years’ teaching experience as Reader subject to the condition that the person concerned has five years’ continuous service as a Reader in a Delhi University Department at the time of promotion.

Explanation : Such Readers would be recommended for promotion as Professors who have attained the academic and professional standards expected for appointment in this University to the post of Professor.

For appointment as Reader under the Merit Promotion Scheme of 1983 in the Faculties of Arts, Science. Social Sciences. Mathematical Sciences, Law, Education, Management Studies and Music & Fine Arts and Lecturers (Reader’s Grade) in Colleges:

(a) Eligibility :

The following categories of teachers will be eligible for promotion to Lecturer (Reader's Grade) in the case of Colleges, and to the Reader's Post, in the case of University Departments :

- (i) Teachers (including Directors of Physical Education) with at least 15 years' teaching experience;
- (ii) Teachers (including Directors of Physical Education) with a Doctoral degree or equivalent published work with at least 10 years' teaching experience:

Provided that there should be at least 10 years' full time teaching experience in a permanent position in case of category (i) and 7 years' full time teaching experience in a permanent position in case of category (ii) and provided further that teacher concerned in category (i) has 7 years' and the teacher concerned in category (ii) has 5 years' continuous full time service in the University of Delhi at the time of promotion.

Explanation:

- (1) Teaching experience will mean teaching experience of Under-graduate or Post-graduate classes of the University of Delhi or its Colleges or of any other University/College/Institute in India or abroad recognised by the University of Delhi/Central/State Government.
- (2) It will include teaching experience as Lecturer (permanent/temporary/ad-hoc), Demonstrator/Assistant Lecturer (temporary/ ad-hoc).
- (3) In the case of teachers of the Institute of Home Economics their teaching experience in that Institute prior to the University shall be counted.
- (4) Teaching experience includes all periods spent on leave except Extra-Ordinary Leave for non-academic purposes.

For Promotion of teachers of University College of Medical Sciences/Vallabhbhai Patel Chest Institute (Medical Faculty).

(a) Demonstrator to Lecturer:

Those with M.D./M.S./Ph.D./M.Sc. (Medical) in the subject concerned with 6 years' permanent service as Demonstrator of which at least 4 years' continuous service should be in the institution where he/she is being considered for promotion having required qualification as laid down by the Medical Council of India from time to time.

(b) Lecturer to Reader:

Lecturers with 8 years' permanent service as Lecturer of which at least 4 years' continuous service should be in the institution where he/she is being considered for promotion having required qualifications as laid down by the Medical Council of India from time to time.

(c) Reader to Professor:

Readers with 8 years' permanent service as Reader of which at least 4 years' continuous service should be in the institution where he/she is being considered for promotion having required qualifications as laid down by the Medical Council of India from time to time.

Note: Modalities of evaluation would be the same as for promotion of various categories in the University Departments as approved by the Executive Council.

Merit Promotion Scheme-1987

For promotion of lecturer to lecturer in Senior Scale/Reader's grade/Reader under the Merit Promotion Scheme, 1987 in the Faculty of Arts, Science, Social Sciences., Mathematical Sciences, Law, Education, Medical Sciences, Management Studies. Music & Fine Arts. Inter-disciplinary and Applied Sciences/Applied Social Sciences and Humanities; Commerce and Business and other Faculties to be established except when otherwise stated.

'A' Lecturer in Senior Scale

A Lecturer in a Department/College of the University/Assistant Director of Physical Education in the University will be eligible for promotion as Lecturer in the Senior Scale/Assistant Director of Physical Education in the Senior Scale in the University, as the case may be, in the pay scale of Rs, 3000-5000 if he/she has :

- (a) completed 8 years of service (5 years if Ph.D. and 7 years if M.Phil.);
- (b) attended two refresher courses/summer institutes of approved duration or engaged in other appropriate continuing education programme of comparable quality as may be specified; and
- (c) consistently satisfactory performance appraisal reports.

Note :

- (i) No lecturer/Assistant Director of Physical Education in the University will be eligible for promotion as lecturer in the Senior Scale/Assistant Director of Physical Education in the Senior scale in the University, as the case may be, unless he/she has completed at least five years of continuous service (2 years if Ph. D. and four years if M.Phil.) in Delhi University immediately preceding the date of eligibility for promotion.
 - (ii) The requirement of Clause (b) may be relaxed where such refresher courses/Summer Institutes have not been arranged/organised, in the subject concerned.
 - (iii) Appraisal of performance of a teacher will be based on annual self-assessment reports submitted by him/her on the prescribed proforma duly verified by the Head of the Department/Institute, as the case may be.
- B.** A lecturer or lecturer in the Senior Scale/Assistant Director of Physical Education or Assistant Director of Physical Education in the Senior Scale in the University will be eligible for promotion as Reader/Dy. Director of Physical Education in the University in the pay scale of Rs. 3700-5700, if he/she has.
- (a) Completed 8 years of service in the senior scale, provided that requirement of 8 years will be relaxed if the total service of the incumbent is not less than 16 years (13 years if Ph.D. and 15 years if M.Phil.)
 - (b) Obtained a Ph.D. degree or has equivalent published work;
 - (c) made some marks in the area of scholarship and research as evidenced by self assessment reports of referees, quality of publications, contribution to educational innovation, designing of new courses and curricula.
 - (d) participated in two refresher courses/summer institutes of approved duration, or engaged in other appropriate continuing education programme of comparable quality, as may be specified, after placement in the Senior Scale; and
 - (e) consistently good performance appraisal reports.

Note :

- (i) No lecturer or Lecturer in the Senior Scale/Assistant Director of Physical Education or Assistant Director of Physical in the Senior Scale in the University will be eligible for promotion as Reader/Dy. Director of Physical Education in the University unless he/she has completed atleast six years of continuous service. 3 years if Ph.D. and 5 years if M.Phil. in the Delhi University, immediately, proceeding the date of eligibility for promotion.
- (ii) The requirement of Clause (d) may be relaxed where such refresher courses/ summer institutes have not been arranged/organised in the subject concerned.
- (iii) Appraisal of performance of a teacher will be based on annual self assessment reports, submitted by him/her on the prescribed proforma duly verified by the Head of the Department/Institution, as the case may be.

‘C’ Lecturer in Reader’s Grade

A lecturer or lecturer in the Senior Scale/Assistant Director of Physical Education or Assistant Director of Physical Educaiton in the Senior Scale in the University will be eligible for promotion as Lecturer in Reader’s Grade/Assistant Director of Physical Education in Dy. Director’s Grade in the University as the case may be in the pay scale of Rs. 3700-5700, if he/she has.

- (a) Completed 16 years of service (13 years if Ph.D. and 15 years if M.Phil.);
- (b) Attended two refresher courses/summer institute of approved duration or engaged in other appropriate continuing education programme of comparable quality, as may be specified; and.
- (c) consistently satisfactory performance appraisal reports.

Note :

- (i) No lecturer or Lecturer in the Senior Scale/Assistant Director of Physical Education or Assistant Director of Physical Education in the Senior Scale in the University will be eligible for promotion to the Reader’s Grade/Assistant Director in Deputy Director’s Grade unless he/she has completed six years of continuous service (3 years if Ph.D. and 5 years if M.Phil.) in Delhi University, immediately, preceding the date of eligibility for promotion.

- (ii) The requirement of Clause (b) above may be relaxed where such refresher courses/summer institute have not been arranged/organised in the subject concerned;
- (iii) appraisal of performance of a teacher will be based on annual self assessment reports submitted by him/her on the prescribed proforma duly verified by the Head of the Department/institution, as the case may be.

Explanations :

- (i) Service will mean teaching experience of under-graduate or Post-graduate classes of the University of Delhi or its Colleges or of any other recognised University/College/institution (in India or abroad and/or research experience in the National Laboratories or R&D organisations (CSIR/ICAR, DRDO, UGC, etc.);
- (ii) It will include teaching experience as Assistant Lecturer/Lecturer/Director of Physical Education (Colleges)/Assistant Director of Physical Education (University) (Permanent/Temporary/ad-hoc 1/3 of the length of part-time service)/Demonstrator (Temporary) and research experience as Research Scientist/Research Associate;
- (iii) teaching experience includes all period spent, on leave except Extra-ordinary Leave for non-academic purposes.

In the case of disagreement between the teacher and the Head of Department/Principal on facts stated by the teacher in his/her self-assessment proforma, the Head of the Department/Principal shall intimate the specific points of disagreement to the teacher within one month of submission of the proforma, if these points of differences are not resolved between the teacher and the Head of the Department/Principal through mutual discussion, the teacher may write to the Vice-Chancellor who shall appoint a Committee of Appeals to examine the points of differences and give its report. The report of the Committee shall be final and would be attached to the Self-assessment proforma of the teacher concerned.

Merit Promotion Scheme -1998

“For promotion of Lecturer to Lecturer in Senior Scale/Reader’s grade/Reader/Professor under the Merit Promotion Scheme, 1998 in the Faculties of Arts, Sciences, Social Sciences, Mathematical Sciences, Law, Education, Management Studies, Music & Fine Arts, Inter-disciplinary and Applied Sciences, Applied Social Sciences and Humanities, Commerce and Business, Medical Sciences and other Faculties to be established except when otherwise stated”.

Eligibility**A. Lecturer/Asstt. Director of Physical Education in Senior Scale :**

A Lecturer/Assistant Director of Physical Education in regular service will be eligible for promotion as Lecturer in Senior Scale/Assistant Director of Physical Education in Senior Scale in the University, as the case may be, in the pay scale of Rs. 10,000-15,200 if he/she has :

- (a) Completed 6 years of service (4 years if Ph.D. and 5 years if M.Phil).
- (b) Participated in one orientation course and one refresher course of approved duration, or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by the University Grants Commission (Those with Ph.D. degree would be exempted from one refresher course); and
- (c) Consistently satisfactory performance appraisal reports;

Note :

- (i) Whenever the requirement of Clause (b) has remained incomplete, the same will be required to be completed preferably within one year of promotion, provided that the requirement of Clause (b) may be relaxed where such refresher courses have not been arranged/organised in the subject concerned.
- (ii) Appraisal of performance of a teacher will be based on annual self-assessment reports submitted by him/her on the prescribed proforma duly verified by the Head of the Department/Institution, as the case may be.

B) Reader/Deputy Director of Physical Education :

A Lecturer or Lecturer in Senior Scale/Assistant Director of Physical Education or Assistant Director of Physical Education in the Senior Scale in the University will be eligible for promotion as Reader/Dy. Director of Physical Education in the University, as the case may be, in the pay scale of Rs. 12,000 - 18,300, if he/she has :

- (a) Completed 5 years of service in the senior-scale, provided that the requirements of 5 years will be relaxed if the total service of the incumbent is not less than 11 years (9 years if Ph.D., and 10 years if M.Phil.);

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- (b) Obtained a Ph.D., degree or has equivalent published work;
- (c) Made some mark in the areas of scholarship and research as evidenced e.g., by self-assessment reports, quality of publications, contribution to educational innovation, designing of new courses and curricula;
- (d) Participated in two refresher courses/summer institutes of approved duration, or engaged in other appropriate continuing education programme of comparable quality, as may be specified after promotion to the Senior Scale; and.
- (e) Consistently satisfactory performance appraisal reports.

- Note :*
- (i) The University may relax any of the above qualifications with the prior approval of the University Grants Commission.
 - (ii) Wherever the requirement of Clause(d) has remained incomplete, the same will be required to be completed preferably within one year of promotion. Provided that the requirement of Clause (d) may be relaxed where such refresher courses have not been arranged/organised in the subject concerned.
 - (iii) Appraisal of performance of a teacher will be based on annual self-assessment reports, submitted by him/her on the prescribed proforma duly verified by the Head of the Department/Institution, as the case may be.
- C. Lecturer in Reader's Grade (Selection Grade)/Deputy Director Physical Education Grade.

A Lecture or Lecturer in Senior Scale/Assistant Director of Physical Education or Assistant Director of Physical Education in Senior Scale in the University will be eligible for promotion as Lecturer in Reader's Grade/Assistant Director of Physical Education in Dy. Director's (Physical Education) Grade in the University, as the case may be, in the pay scale of Rs. 12,000-18,300, if he/she has :

- (a) Completed 5 years of service in the senior scale, provided that the requirement of 5 years will be relaxed if the total service of the incumbent is not less than 11 years (9 years if Ph.D., and 10 years if M.Phil.);

QUALIFICATIONS OF UNIVERSITY TEACHERS

- (b) Engaged himself/herself in fruitful academic activities/contribution to corporate life of the Institution/examination work/educational innovation/designing of new courses etc.;
- (c) Attended two refresher courses/summer institute of approved duration, or engaged in other appropriate continuing education programme of comparable quality, as may be specified, after promotion in the senior scale; and
- (d) Consistently satisfactory performance appraisal reports.

- Note :*
- (i) Wherever the requirement of Clause (c) has remained incomplete, the same will be required to be completed preferably within one year of promotion.
Provided that the requirement of Clause (c) may be relaxed where such refresher courses have not been arranged/organised in the subject concerned.
 - (ii) Appraisal of performance of teacher will be based on the annual self-assessment report submitted by him/her on the prescribed proforma duly verified by the Head of the Department/Institution, as the case may be.

D. Professor :

A. Reader will be eligible for promotion as Professor in the pay scale of Rs. 16,400-22,400, if he/she has :

- (a) Completed 8 years of service as Reader;
- (b) Attained academic and professional standards expected for appointment as Professor as evidenced from research contributions/books/articles published/any other academic contribution;
- (c) Engaged in fruitful academic activities like attending Seminar/Conferences/extension and field outreach activities/contributed to teaching/academic environment/corporate life of the Institution; and
- (d) Consistently satisfactory performance appraisal reports.

- Note :*
- (i) Candidate will be required to submit his/her best written contribution/s for consideration by the Selection Committee.

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- (ii) Appraisal of performance of a teacher will be based on the annual self-assessment report submitted by him/her on the prescribed proforma duly verified by the Head of the Department/Institution, as the case may be.

Explanations :

- (i) Service will mean teaching experience of Under-graduate or Post-graduate classes of the University of Delhi or its Colleges or of any other recognised University/College/Institution in India or abroad and/ or research experience in the National Laboratories or R & D organisations (CSIR/ICAR, DRDO, UGC, etc.).
- (ii) It will include teaching experience as Lecturer/Assistant Lecturer/ Director of Physical Education in Colleges/Assistant Director of Physical Education in the University (Permanent/Temporary/ ad hoc)/ Demonstrator and research experience as Research Scientist/ Research Associate/Pool Officer.
- (iii) Teaching experience includes all period spent on leave, except extraordinary leave for non-academic purposes.
- (iv) Teachers holding D.Litt./D.Sc. will be considered at par with Ph.D.

Note : In the case of disagreement between the teacher and the Head of the Department/Principal on facts stated by the teacher in his/her self-assessment proforma, the Head of the Department/Principal shall intimate the specific points of disagreement to the teacher within one month of submission of the proforma. If these points of differences are not resolved between the teacher and the Head of the Department/Principal through mutual discussion, the teacher may write to the Vice-Chancellor who shall appoint a 'Committee of Appeals' to examine the points of differences and give its report. The report of the Committee shall be final and would be attached to the self-assessment proforma of the teacher concerned.

For promotion of teachers of University College of Medical Sciences/Vallabhbhai Patel Chest Institute (Medical Faculty) under Merit Promotion Scheme-1987).

Eligibility:

- A. Every Lecturer in the College/Institute will be eligible for promotion as Lecturer in the senior Scale in the pay scale of Rs. 3000-5000 in the College/Institute, as the case may be, if he/she has-

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- (a) *For Medical persons with M.D./M.S./M.D.S./M.B.B.S. with M.Sc./Ph.D. completed 4 yrs. of service out of which he/she has completed atleast 2 years at the UCMS and/or VPCI preceding the date of eligibility, provided further that he/she has atleast one year service as a Lecturer at the time of promotion.*

For Non-medical Persons: With M.Sc. completed 6 years. (4 years with Ph.D.) out of which he/she has completed 3 yrs. (2 years in case of Ph.D. at the UCMS and/or VPCI. Provided further that he/she has atleast one year service as a Lecturer at the time of promotion.

- (b) attended two Refresher Courses/updates/Seminars/Summer Institutes/recognised Conferences/Workshops organised by approved bodies or engaged in other appropriate medical continuing education programmes of comparable quality or research work suggested by publication of papers in the journals.
- (c) consistently satisfactory performance appraisal reports.

- Note:*
- (1) The requirement of Clause (b) may be relaxed where such refresher Course/Updates/Seminars/Summer Institutes/recognised Conferences/Workshops organised by approved bodies, have not been arranged/organised in the subject concerned.
 - (2) Appraisal of performance of a Lecturer in the College/Institute will be based on annual self-assessment papers submitted by him/her. on the prescribed proforma duly verified by the Principal of the College/Director of the Institute, as the case may be.

In the case of disagreement between the teacher and the Principal of the College/Director of the Instt., as the case may be, on facts stated by the teacher in his/her self-assessment proforma, the Principal of the College/Director of the Institute shall intimate the specific points of disagreement to the teacher within one month of submission of the proforma. If these points of difference are not resolved between the Teacher and the Principal of the College/Director of Instt. through mutual discussion, the teacher may write to the Vice-Chancellor who shall appoint a Committee of Appeals to examine the points of difference and give its report. The report of the Committee of Appeals shall be final and would be attached to the self-assessment proforma of the teacher concerned.

Explanations:

- (1) Service will mean teaching experience of Under-graduate/ Post-graduate classes in a Medical College/Institution recognised by the University of Delhi/Medical Council of India.
 - (2) It will include teaching experience as Lecturer (permanent/temporary), Demonstrator (permanent/temporary); Senior Resident/Jr. Resident/Tutor or equivalents.
 - (3) Teaching experience includes all period spent on leave except Extra-ordinary Leave for non-academic purposes.
- B. Every Lecturer/Lecturer in senior Scale in the College/Institute, will be eligible for promotion as Lecturer in Reader's grade in the College/Institute, as the case may be in the pay scale of Rs. 3700- 5700, if he/she has-
- (a) For Non-medical persons with M.Sc. completed 12 years of service out of which he/she has completed atleast 5 years at UCMS and/or VPCI provided further that he/she has at least three years of service as Lecturer/Senior Lecturer at the time of promotion.
 - (b) attended two Refresher Courses/Updates/Seminars/Summer Institutes/recognised Conferences/Workshops organised by approved bodies or engaged in other appropriate medical continuing education programmes of comparable quality or research work suggested by publication of papers in the journals.
 - (c) consistently satisfactory performance appraisal reports.

- Note :*
- (1) The requirement of Clause (b) may be relaxed where such refresher Courses/Updates/Seminars/Summer Institutes/recognised Conferences/Workshops organised by approved bodies, have not been arranged/organised in the subject concerned.
 - (2) Appraisal of performance of a Lecturer in the College/Institute will be based on annual self-assessment papers submitted by him/her on the prescribed proforma duly verified by the Principal of the college/Director of the Institute, as the case may be. In the case of disagreement between the teacher and the Principal of the College/Director of the Institute, as the case may be, on facts stated by the teacher in his/her self-assessment proforma, the Principal of the College/Director of the

Institute shall intimate the specific points of disagreement to the teacher within one month of submission of the proforma. If these points of difference are not resolved between the Teacher and the Principal of the College/Director of Instt. through mutual discussion, the teacher may write to the Vice-Chancellor who shall appoint a Committee of Appeals to examine the points of difference and give its report. The report of the Committee of Appeals shall be final and would be attached to the self-assessment proforma of the teacher concerned.

Explanations :

- (1) Service will mean teaching experience of Under-graduate/Post-graduate classes in a Medical College/Institute recognised by the University of Delhi/Medical Council of India.
 - (2) It will include teaching experience as Lecturer (permanent/temporary), Demonstrator (permanent/temporary); Senior Resident/Jr. Resident/Tutor or equivalent.
 - (3) Teaching experience includes all period spent on leave except. Extra-Ordinary Leave for non-academic purposes.
- C. Every Lecturer/Lecturer in the senior Scale in the College/Institute, will be eligible for promotion to the post of Reader in the College/Institute, as the case may be in the pay scale of Rs. 3700- 5700, if he/she has-
- (a) *For Medical persons with M.D./M.S./M.D.S./M.B.,B.S. with M.Sc./Ph.D.;* Completed 8 years of service out of which he/she has completed at least 4 years at the UCMS and/or VPCI provided further that he/she has at least three years service as a Lecturer/Senior Lecturer at the time of, promotion.
 - For Non-medical Persons.. M.Sc. with Ph.D., Completed 8 years of service out of which 4 years at the UCMS and/or VPCI preceding the date of eligibility, provided further that he/she has at least three years of service as a Lecturer/Senior Lecturer at the time of promotion.*
 - (b) made some mark in the areas of Scholarship and Research as evidenced by self assessment reports, quality of publication contribution to educational innovation, design of new courses and curriculum etc.

- (c) participated in two Refresher Courses/Updates/Seminars/ Summer Institutes/recognised Conferences/Workshops organised by approved bodies or engaged in other appropriate medical continuing education programmes of comparable quality of research work suggested by publications of paper in the Journals.
- (d) consistently satisfactory performance appraisal reports.

- Note :* (1) The requirement of Clause (c) may be relaxed where such refresher Course/Updates/Seminars/Summer Institutes/ recognised Conferences/Workshops organised by approved bodies, have not been arranged/organised in the subject concerned.
- (2) Appraisal of performance of a Lecturer in the College/ Institute will be based on annual self-assessment papers submitted by him/her on the prescribed proforma duly verified by the Principal of the College/Director of the Institute, as the case may be.

In the case of disagreement between the teacher and the Principal of the College/Director of the Institute, as the case may be, on facts stated by the teacher in his/her self-assessment proforma, the Principal of the College/Director of the Institute shall intimate the specific points of disagreement to the teacher within one month of submission of the proforma. If these points of difference are not resolved between the Teacher and the Principal of the College/ Director of Institute through mutual discussion, the teacher may write to the Vice-Chancellor who shall appoint a Committee of Appeals to examine the points of difference and give its report. The report of the Committee of Appeals shall be final and would be attached to the self-assessment proforma of the teacher concerned.

Explanations :

- (1) Service will mean teaching experience of Under-graduate/Post-graduate classes in a Medical College/Institute recognised by the University of Delhi/Medical Council of India.
- (2) It will include teaching experience as Lecturer (permanent/temporary), Demonstrator (permanent/temporary); Senior Resident/Jr. Resident/Tutor or equivalent.
- (3) Teaching experience includes all period spent on leave except Extra-Ordinary Leave for non-academic puposes.

MPS-1998 Scheme

For the promotion of teachers of University College of Medical Sciences/ V.P.C.I. (under the Faculty of Medical Sciences).

Eligibility :

A. Lecturer in Senior Scale.

A Lecturer in regular service will be eligible for promotion as Lecturer in Senior Scale in the college/Institution, as the case may be, in the pay scale of Rs. 10,000-325-15200, if he/she has ;

- (a) For Medical persons : with MD/MS/MDS-completed 4 years of service.
For non-medical persons: with M.Sc. from Medical Faculty-completed 6 years of service (4 years with Ph.D.)
- (b) attended one orientation course/update and one refresher course/update/seminar/recognised conference/workshop organised by approved bodies or engaged in other appropriate continuing medical education programmes of comparable quality as may be specified or approved by the Medical Council of India.
- (c) consistently satisfactory performance appraisal report.

Note :

- (i) wherever requirement of clause (b) has remained incomplete, the same will be required to be completed preferably within one year of promotion. Provided that the requirement of Clause (b) may be relaxed where such refresher course/seminar/recognised conference/workshop has not been arranged/organised in the subject concerned;
- (ii) Appraisal of performance of a teacher will be based on annual self-assessment report submitted by him/her on the prescribed proforma duly verified by the Principal/Director of the Institute, as the case may be.

B. Reader

A Lecturer or Lecturer in Senior in the College/Institute will be eligible for promotion as Reader in the pay scale of Rs. 12000-420-18300, if he/she has completed 5 years of service in the Senior Scale, provided that the requirement of 5 years will be relaxed :

- (a) For medical with MD/MS/MDS, if completed not less than 8 years of service.
For non-medical persons with M.Sc. from Medical Faculty with Ph.D., if completed not less than 9 years of service.
- (b) Made some mark in the areas of scholarship and research as evidenced e.g., by self-assessment reports, quality of publications, contribution to education innovation.

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- (c) attended two refresher courses/updated/seminar/recognised conferences/workshops organised by approved bodies or engaged in other appropriate continuing medical education programmes of comparable quality as may be specified or approved by the Medical Council of India, after promotion to the Sr. Scale; and
- (d) Consistently satisfactory performance appraisal reports.

Note :

- (i) The relaxation in any of the above qualifications may be considered with the prior approval of the University Grants Commission.
- (ii) Wherever the requirement of Clause (c) has remained incomplete, the same will be required to be completed preferably within one year of promotion. Provided that the requirement of Clause (c) may be relaxed where such refresher courses/update/seminars/recognised conferences/workshop have not been arranged/organised in the subject concerned.
- (iii) Appraisal of performance of a teacher will be based on annual self-assessment reports, submitted by him/her on the prescribed proforma duly verified by the Principal/Director of the College/Institute, as the case may be.

C. Lecturer in Reader's Grade

A Lecturer or Lecturer in Senior Scale in the College/Institute, as the case may be, will be eligible for promotion as Lecturer in Reader's Grade in the pay scale of Rs. 12000-420-18300, if he/she has :

- (a) For Non-medical persons, with M.Sc. from Medical Faculty-completed 5 years of service in the senior scale, provided that the requirement of 5 years will be relaxed if the total service of the incumbent is not less than 11 years.
- (b) engaged himself/herself in fruitful academic activities/contribution to corporate life of the College/Institute/examination work/educational innovation etc.
- (c) attended two refresher courses/updated/seminars/recognised conferences/workshops organised by approved bodies or engaged in other appropriate continuing medical education programmes of comparable quality as may be specified or approved by the Medical Council of India after promotion to the Sr. Scale; and
- (d) Consistently satisfactory performance appraisal report.

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Note :

- (i) Wherever the requirement of Clause (c) has remained incomplete, the same will be required to be completed preferably within one year of promotion, provided that the requirement of Clause (c) may be relaxed where such refresher courses/updates/seminars/recognised conferences/workshops have not been arranged/organised in the subject concerned.
- (ii) Appraisal of performance of a teacher will be based on the annual self-assessment report submitted by him/her on the prescribed proforma duly verified by the Principal/Director of the College/Institute, as the case may be.

D. Professor

A Reader will be eligible for promotion as Professor in the pay scale of Rs. 16400-450-20900-500-22400, if he/she has.

- (a) completed 8 years of service as Reader,
- (b) attained academic and professional standards expected for appointment as Professor as evidenced from research contributions/books/articles published/any other academic contribution.
- (c) engaged in fruitful academic activities like attending seminars/conferences/extension and field outreach activities/contributed to teaching/academic environment/corporate life of the institution; and
- (d) consistently satisfactory performance appraisal reports.

Note :

- (i) Candidate will be required to submit his/her written contribution for consideration by the Selection Committee.
- (ii) Appraisal of performance of a teacher will be based on the annual self-assessment report submitted by him/her on the prescribed proforma duly verified by the Principal/Director of the College/Institute, as the case may be.

Explanations :

- (i) Service will mean teaching experience of under-graduate or post-graduate classes in a medical college/institution in India or abroad recognised by University of Delhi/Medical Council of India.

- (ii) It will include teaching experience as Lecturer/Senior Resident or Sr. Demonstrator after obtaining the postgraduate degree of MD/MS/MDS (for medical persons) or M.Sc. from Medical Faculty/Ph.D. (for non-medical persons) in permanent/temporary/adhoc capacity. The benefit of teaching experience as Sr. Resident or Sr. Demonstrator will be restricted to a maximum of three years.
- (iii) 50% of the period put in the research schemes (after obtaining the post-graduate qualification) as Research Associate/Research Officer/Pool Officer/Scientist 'B' in the Indian Council of Medical Research or Council of Scientific and Industrial Research or in such other bodies may be counted towards teaching experience in the subject for the post of Lecturer/Reader, as the case may be, provided that 50% of the teaching experience shall be the regular teaching experience, as mentioned in (ii) above.
- (iv) Teaching experience includes all period spent on leave, except extra ordinary leave for non-academic purpose.
- (v) Teachers with D.Sc.M.Ch.DM will be considered at par with those with MD/MS/MDS/Ph.D.

Note: In the case of disagreement between teacher and the Principal/Director of the College/Institute, as the case may be, on facts stated by the teacher in his/her self-assessment proforma, the Principal/Director shall intimate the specific points of disagreement to teacher within one month of submission of the proforma. If these points of differences are not resolved between the teacher and the Principal/Director through mutual discussion, the teacher may write to the Vice-Chancellor who shall appoint a 'Committee of Appeals' to examine the points of differences and give its report. The report of the Committee shall be final and would be attached to the self-assessment proforma of the teacher concerned.

Proforma for Annual Self-assessment

Period of Assessment (Year/Semester) : from _____ to _____

A. Identification:

Name

Date of Birth

Designation

Pay Scale

Present Pay

Date of Appointment:

(i) In the teaching profession;

(ii) In the Institution;

(iii) In the present Post.

B. Teaching:

(Meant for Teachers other than those in Correspondence Courses & Continuing Education)

(a) Courses taught;

Title of course *Periods per week

Lectures (L) Tutorials (T) Practicals (P) Total

(i)

(ii)

(iii)

*Period _____ minutes

(b) Was the yearly/semester-wise L TP plan for the above courses supplied by the teacher to the students? (if yes, attach a copy of the same)

(c) Were synopses of Lectures and reading list supplied by the teacher to the students? (if yes, attach a copy of the same)

(d) Information about engagement of classes for each course;

(i) Total Periods Scheduled;

(ii) Total periods actually engaged;

(iii) Reasons for difference;

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- (a) Classes not held due to leave taken by teacher;
- (b) Classes not held due to institutional reasons.
(e.g. strikes, admission/examination processes, celebrations, etc.)
- (iv) Steps taken to fill the gap;
(e.g. engaging extra classes etc.)
- (e) Examination results of the courses taught by the teacher courses wise (wherever applicable);
- (f) Details of reading material prepared for and circulated among students;
- (g) Text book for students published;
- (h) Innovations in curriculum introduced.

C. *Teaching :*

(Meant only for Teachers belonging to the School of Correspondence Courses & Continuing Education)

- (i) Courses for which Reading Materials were newly written;
B.A./B.Com./B.Com. (Hons.).
M.A./M.Com.
- (ii) Reading Materials Edited ;
B.A./B.Com./B.Com. (Hons.).
M.A./M.Com.
- (iii) Reading Materials Translated ;
B.A./B.Com./B.Com. (Hons.).
M.A./M.Com.

Note : Please give paper-wise details of the Reading Materials.

- (iv) Student Response Sheets Corrected;
B.A./B.Com./B.Com. (Hons.).
M.A./M.Com.
- (v) Courses Taught at the Personal Contact Programme;
B.A./B.Com./B.Com. (Hons.). M.A./M.Com.

Note. : Please indicate the total number of Personal Contact Classes taken during the year on week days.

QUALIFICATIONS OF UNIVERSITY TEACHERS

- (vi) Audio/Video-Cassettes prepared;
B.A./B.Com./B.Com. (Hons.)
M.A./M.Com.
- (vii) Any other work pertaining to teaching, its organisation.

D. *Evaluation of students performance:*

- (a) Sessional Evaluation;
- (b) Mid-Term Examination;
- (c) Students' Projects;
- (d) End-Term Examination;
- (e) Innovations in evaluation methods introduced.

E. *Upgrading of knowledge and/or skills:*

- (a) A short description of the teachers work related to research for a degree-
 - (i) M.Phil.
 - (ii) Ph.D.
 - (iii) Others.
- (b) A short description of refresher courses, training programme attended; nature of participation therein; and papers prepared, if any.

F. *Research:*

- (a) A short description of the teacher's work related to;
 - (i) research for a project(s)
 - (ii) action-research with or without student participation,
 - (iii) Supervision of students' research/project work.
- (b) Monographs, books and papers published by the teacher;
- (c) Participation as well as presentation of papers in and Research support received, if any;
- (d) Organisation of seminars, symposia and workshops.

G. *Extension:*

- (a) A short account of the teacher's contribution to -
 - (i) Service of the community in the solution of their problems;

- (ii) Popularization of national, scientific and humanistic values;
 - popular lectures
 - popular writings
 - other ways.
- (iii) Contribution to improvement in education at secondary,
 - primary and pre-primary levels,
 - preparation of text-books and other reading material,
 - organisation of and participation in re-orientation programmes for teachers.
- (iv) Adult education, flood relief, afforestation, and similar other national programmes.
- (v) Consultancy and extra-mural lectures to make the teacher's knowledge and expertise available to the community.
- (b) Positions held in organisations linked with extension work and national service.

H. Administration:

A short account of the teacher's contribution to :

- (i) administration of the college;
- (ii) organization of co-and extra-curricular activities;
- (iii) residential life of the students;
- (iv) decision-making and advisory bodies of the college and other academic institutions;
- (v) development administration at various levels

I. Honours conferred on the teacher:

- by his/her students,
- by his/her peers,
- by government,
- by others.

J. General:

- (a) The most important contribution of the teacher in his/her own judgement;
- (b) Major difficulties faced by the teacher;
- (c) Suggestions for the future.

Verification by the Head of the Institution/Department.

Note: Information to be supplied under A, D, E, F, G, H, I & J is common for all teachers.

Kindly attach experience certificate wherever required.

Signature of Head of
the Department
Date :

Signature of Teacher
Dept. :
Date :

PROFORMA FOR ANNUAL SELF ASSESSMENT

(For the Teachers of UCMS and VPCI)

For consideration for Promotion of Senior Lecturer/Reader's Grade/Reader under the MPS -1987

Period of Assessment (Year/Semester) From.....to.....

A. General Information

1. Name
2. Department
3. Date of Birth
4. Pay Scale
5. Designation
6. Present Basic Pay
7. Date of Appointment :
 - (i) In the teaching profession.....
(Affiliated College/University)
 - (ii) In the Institution.....
 - (iii) In the present post.....

Name of the Institution	Designation with Pay scale	Nature of Post : Permanent/ Temporary	Classes taught Types of Duties	Period from to	Total Experience Yrs. Month
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B. Teaching and Related Academic Activities.

1. (i) M.B.,B.S./P.G. Classes

Class	Course taught (Title)	Period per week		
		Lecture/ Seminar	Tutorials	Practicals/ Bed Side Teaching
M.B.,B.S.				
Ist Year				
IIInd Year				
IIIrd Year				
IVth Year				
Vth Year				
(Final)				
Post Graduation				
Ist Year				
IIInd Year				
IIIrd Year				

Note : Please use separate sheet wherever the space provided is inadequate.

(ii) Information about engagements or Classes for each Course (in each professional).

Class	Total period engaged			Level of regularity to meet the classes allotted (Please indicate the grading) (a) 90% to 100% (b) 80% to 90% (c) 70% to 80% (d) below 70%	Step taken for the compensation of teaching loss, if any.
	Lect.	Tut.	Prac.		
M.B., B.S.					
Pre-Clinical					
Para-Clinical					
Clinical					
Post-Graduation					
Ist Year					
IIInd Year					
IIIYear					

QUALIFICATIONS OF UNIVERSITY TEACHERS

(iii) Medical Education Programme :

(a) Innovation for Medical Technology

(b) Audio-Visual Cassettes Prepared

(c) Participation in Medical Education Activities.

(iv) Organization of co-curricular activities-cultural and Extra-curricular activity.

2. *Publications* :

Details of reseach papers published, accepted for publication, books, monographs, reviews, reports WHO UNICEF or others); Abstracts; chapter(s) in books, translations Creative writing, innovation in curricular etc. during the year/ Professional (please enclose separate list of work published specifying the indexed and non-indexed journals).

3. *Continuing Medical Education Programme* :

(a) Participation in Conferences, Seminars, Workshops during the Year/Professional. .

(b) Details of papers presented and position held (e.g. Resource Person, Director/Chair Person/Co-Chair Person).

(c) Participation in summer Institutes/Updates Reorientation/ Courses during the Year/Professional.

4. Any other information regarding academic activities not covered by above.

C. *Upgrading of Academics/Skills*:

1. *Academics*

Please give details of qualifications acquired during appointment at the Institution:

Degree/Diploma	University	Year	Topic of Dissertaion
M.Sc.			
Ph.D.			
D.Sc.			
D.M.			
M.Ch.			
Any other			

ORDINANCE XXIV

- Note :
1. Please give details of Thesis if published
 2. *Skills;*
(please give short description of the new skills attained)
 3. Awards and Recognitions, if any (give details) :
 4. Membership or Fellowship of Professional/Academic Bodies/Societies etc. (please give details)
 5. *Research;*
 - (a) Research Project(s)
 - (i) in hand
 - (ii) completed
(Please give their details including whether involved as Chief Investigator or Co-investigator; mention the degree of financial support for the research with the name of the funding agency).
 - (b) Supervision of students engaged in research/project.
 - (c) Action research with or without students participation.
 - (d) Details of research guidance/professional consultancy; if any.
- D. *Participation in Examinations (Colleges Universities)*(please give a short description)

E. *Community Service;*

Please give short account of your contribution to Community Work such as National Service Scheme/ Family Welfare Scheme/Rural health Schemes/others. if any.

QUALIFICATIONS OF UNIVERSITY TEACHERS

- F. *Administration* : (please give a short note of your contribution to :
- (a) Administration of the University/College & Hospital Departments.
 - (b) Students Welfare and Discipline.
 - (c) Decision making and advisory bodies of the College/ University.

G. *General* :

- (a) Contribution of the teacher wanted to make towards Research and Patient Care but failed to do so due to certain handicaps (please give reason)
- (b) Suggestions for improvements with regard to (a) above.

I certify that the information given above is correct and factual to the best of my knowledge.

Date Signature of the Teacher

Department.....

Verification by the Head of the Department/Institutions.

Date : Signature of Head of the Department

.....

PROFORMA FOR ANNUAL SELF ASSESSMENT

Period of Assessment (Year/Semester) From.....to.....

A. General Information

1. Name
2. Department
3. Date of Birth
4. Pay Scale
5. Designation
6. Present Basic Pay
7. Date of Appointment :
 - (i) In the teaching profession.....
(Affiliated College/University)
 - (ii) In the Institution.....
 - (iii) In the present post.....

B. Teaching and Related Academic Activities :

1. (a) (Meant for teachers other than those in the School of Correspondence Courses and Continuing Education.
 - (i) Class/Course Taught.

Class	Course taught (Title)	Periods per week		
		Lectures	Tutorial	Practicals

Note : Please use separate sheet wherever the space provided is inadequate,

(ii) Information about engagement of Classes for each course (in the year/Semester)

Class	Total periods Engaged during the year			Steps taken for the Compensation of teaching loss.
	Lect.	Tut.	Practs.	

- (b) (Meant only for teachers belonging to the School of Correspondence Courses and Continuing Education).
 - (i) *Courses for which Reading Materials were newly Written*
B.A./B.Com./B.Com. (Hons.)/B.A. (Hons.) M.A./M.Com
 - (ii) *Reading Materials Edited*
B.A./B.Com./B.Com. (Hons.) B.A. (Hons.)
M.A./M.Com.
 - (iii) *Reading Materials Translated*
B.A./B.Com./B.Com.(Hons.)/B.A./(Hons.)
M.A./M.Com.

Note : Please give paper-wise details of the Reading Materials.

- (iv) *Student Response Sheets Corrected*
B.A./B.Com./B.Com. (Hons.)/B.A.(Hons.)
M.A./M.Com.
- (v) *Course Taught at the Personal Contact Programme*
B.A./B.Com./B.Com. (Hons.)/B.A. (Hons.)
M.A./M.Com.

Note : Please indicate the total number of personal contact classes during the year on week days.

- (vi) *Audio/Video-Cassettes Prepared*
B.A./B.Com./B.Com. (Hons.)/B.A.(Hons.)
M.A./M.Com.

ORDINANCE XXIV

2. Details of research guidance/Professional consultancy, if any.
3. Details of source material (books/journals, etc.) consulted by the teacher for the courses taught.
4. Details of method employed by the teacher for the organisation of teaching (including preparation of reading lists, reference bibliography, question banks transparencies, etc.)
5. Details of published research papers, books, monographs, reviews, chapter(s) in books, translations, creative writing, innovation in Curriculum, etc. during the year/semester.
6. (a) Participation in Conferences, Seminars, Workshops during the year/semester.
 (b) Details of papers presented and position held (e.g. Resource Person, Director/Chair Person).
 (c) Participation in Summer Institutes/Refresher/Reorientation Courses during the year/Semester.
7. Any other information regarding academic activities not covered above.

C. *Upgrading of knowledge and/or Skills:*

- (a) A short description of the teacher's work relating to research for a degree.
 - (i) M.Phil.
 - (ii) Ph.D.
 - (iii) Others.
- (b) A short description of the teachers work relating to
 - (i) research for project(s) (mention, any support received)
 - (ii) Supervision of students engaged in research/project.
 - (iii) Action research with or without students participation
 - (iv) Others.

D. *Extension Work/Community Service*

Please give a short account of your contribution to Community and extension services (specify Position held, if any, in organisation, linked with extension work and National Service Scheme (NSS) or N.C.C. or any other Activity).

E. *Administration*

A short account of the teacher's contribution to :

- (i) administration of the College/Department/University.
- (ii) organisation of co-curricular activities.

QUALIFICATIONS OF UNIVERSITY TEACHERS

- (iii) Students Welfare and Discipline.
- (iv) decision making and advisory bodies of the College/University.

F. *Evaluation/Participation in Examination*

Give short details of participation in the following :

- (i) University Evaluation
- (ii) Assessment of Home Assignments
- (iii) Paper Setting
- (iv) Evaluation of Dissertation, etc.
- (v) Internal Evaluation.

G. *General*

- (a) Major difficulties faced by the teacher during his/her work.
- (b) Suggestions for improvements.

Department :

Signature of the Teacher

Date :

Verification by the Head of the Institution/Department

Date :

Signature of Head of the Department

.....

Part-Time Lecturer :

1. The qualifications for Part-Time Lecturers will be the same as those for Lecturers, excepting in the Faculty of Law where no person shall be eligible for part-time appointment unless he has the following qualifications :

Good academic record with at least second class (C in the Seven Point Scale) Master's Degree in Law from an Indian University with relevant specialisation of equivalent degree form a foreign University.

OR

Good academic record with at least first or high second class Bachelor's Degree in Law with experience of actual practice at the Bar for at least five years.

2. Relaxation in any of the qualifications may be made in exceptional cases in respect of all teaching posts on the recommendations of the Selection Committee.

Professor in Fine Arts :

Professor in Painting, Sculpture, or Applied Art :

Essential :

- (i) Good academic record with at least a second class Bachelor of Fine Arts Degree or equivalent Diploma in the subject concerned from a recognised University/Institution.
- (ii) At least ten years' professional and/or teaching experience of University level with a record of outstanding professional experience in the subject concerned.

OR

An outstanding scholar/artist with established reputation who has made significant contribution.

Desirable :

- (i) Research work of professional eminence as an artist with participation in National and International level exhibitions.
- (ii) Experience in education administration.

Professor in Print Making :

Essential :

- (i) Good academic record with at least a second class Bachelor of Fine Arts Degree or equivalent Diploma in Fine Arts with specialisation in Print Making from a recognised University/ Institution.

- (ii) At least ten years' professional and/or teaching experience of University level with a record of outstanding professional experience as a print maker with knowledge of printing process both authographic and photo Mechanical.

OR

An outstanding scholar/artist with established reputation who has made significant contribution.

Desirable:

- (i) Research work of professional eminence as an artist with participation in National and International level exhibitions.
- (ii) Experience in educational administration.

Professor in Fashion Technology:

Essential:

- (i) Good academic record with at least a second class degree or equivalent Diploma in any Branch of, Fashion Designing/ Technology from a recognised University/ Institution.
- (ii) At least ten years' professional and/or teaching experience of University level with a record of outstanding professional experience in Fashion Technology.

OR

An outstanding scholar/artist with established reputation who has made significant contribution.

Desirable :

- (i) Research work of professional eminence as a Fashion designer.
- (ii) Experience in educational administration.

Professor in Art History

- (i) A research degree and/or independent published work of Doctorate standard in the relevant field and ability to guide research students.
- (ii) A first or high second class M.A. Degree in Art History from a recognised University.
- (iii) Teaching or Research experience or a combined teaching and research experience of 10 years at an institution of repute.

Desirable:

- (i) Knowledge of the creative process and techniques of visual arts.
- (ii) Experience in educational administration.

ORDINANCE XXIV

Professor in Museology :

Essential:

- (i) A first or high second class Master's Degree in Art, Science or Fine Arts from a recognised University.
- (ii) A Degree or Diploma in Museology from a recognised University /Institution.
- (iii) A Research Degree of a Doctorate standard in the relevant subject, published research work and ability to guide research.
- (iv) At least ten years' experience of teaching Museology at Post-graduate level or a combined experience of teaching Museology and working in multi-purpose museum for eight years.

Desirable:

Specialisation in a field according to the requirement of the Department.

Reader in Fine Arts/Art History :

Essential :

- (i) A research degree and/or independent published work of Doctorate standard in the relevant field and ability to guide research students.
- (ii) A first or high second class M.A. Degree in Art History from a recognised University.
- (iii) Teaching or Research experience or a combined teaching and research experience of at least 5 years at an institution of repute.

Desirable:

Knowledge of the creative process and technique of visual arts.

Reader in Museology :

Essential :

- (i) A Doctorate Degree in the relevant subject or published research work of merit in Museology.
- (ii) A first or high second class Master's Degree in Arts, Science or Fine Arts from a recognised University.
- (iii) A Degree or Diploma in Museology from a recognised University /Institution.

QUALIFICATIONS OF UNIVERSITY TEACHERS

- (iv) At least five years' experience of teaching Museology at Post-Graduate level or a combined experience of teaching Museology and working in a multi-purpose museum for five years.

Desirable :

Specialisation in a field according to the requirement of the Department.

Reader in Painting, Sculpture or Applied Arts :

Essential :

- (i) Good academic record with at least a second class Bachelor of Fine Arts Degree or equivalent Diploma in the subject concerned from a recognised University/Institution.
- (ii) At least five years' professional and/or teaching experience of University level with a record of outstanding professional experience in the subject concerned.

Desirable :

- (i) Professional eminence as an artist with participation in National and International level exhibitions or applied research work.
- (ii) Specialisation in a field according to the requirement of the Department.

Reader in Print Making :

Essential :

- (i) Good academic record with at least a second class Bachelor of Fine Arts Degree or equivalent Diploma in Fine Arts with specialisation in Print Making from a recognised University Institution.
- (ii) At least five years professional and/or teaching experience of University level with a record of outstanding professional experience as a Print Maker.

Desirable :

- (i) Professional standing as a Graphic Artist with one man shows and participation in National and International level exhibitions.
- (ii) Specialisation in a field such as Silk Screen, Lithography and etching according to the requirement of the Department concerned

Reader in Fashion Technology :

Essential :

- (i) Good academic record with at least a second class Degree or equivalent Diploma in branch of Fashion Designing/ Technology from a recognised University/Institution.

QUALIFICATIONS OF UNIVERSITY TEACHERS

- (ii) At least five years' professional and/or teaching experience of University level with a record of outstanding professional experience in Fashion Technology.

Desirable :

Professional eminence as a Fashion designer.

Reader in 'Mass Media and Communication :

- (i) Good academic record with at least a second class Degree or equivalent Diploma in any branch of Visual Mass Media and Communication from a recognised University/Institution.
- (ii) At least five years' professional and/or teaching experience of University level with a record of outstanding professional experience in Mass Media and Communication.

Desirable

Professional experience in the field of Visual Mass-Media and Communication.

Lecturer in Fine Arts :

- (i) Good academic record with at least a second class (C in the Seven point scale) Master's degree in a relevant subject or an equivalent degree or diploma recognised by the University; and
- (ii) Two years research or professional experience or evidence of creative work and achievement in his field of specialization or a combined research and professional experience of three years in the field as an artist of outstanding talent.

OR

A traditional or a professional artist with highly commendable professional achievement in the subject concerned.

Lecturer in Painting/Sculpture

Age: Not exceeding 35 years.
(Relaxable for Government Servant)

QUALIFICATIONS OF UNIVERSITY TEACHERS

Essential

- (i) High Second Class B.F.A. Degree or equivalent Diploma in the subject concerned from a recognised University/Institution.
- (ii) At least two years' professional and/or teaching experience preferably of University level with a record of outstanding professional experience.

Desirable

- (i) Professional standing as an artist preferably with one man shows and participation in All-India Exhibition.
- (ii) Specialisation in a Field according to the requirement of the Department.

Lecturer in Print Making

Essential

- (i) High Second Class B.F.A. Degree or Diploma in Fine Arts with specialisation in Print Making from a recognised University / Institution.
- (ii) At least two years' professional and/or teaching experience preferably of University level with a record of outstanding professional experience as a Print Maker.

Desirable

- (i) Professional standing as a Graphic artist with one man shows and participation in All-India Exhibitions.
- (ii) Specialisation in a Field according to the requirement of the Department such as, Silk Screen, Lithography and Etching.

Lecturer in Photography

Essential

- (i) High Second Class Degree or Diploma in Fine Arts with Photography as one of the subjects from a recognised University/ Institution or High Second Class Graduate with a recognised Diploma in Photography.
- (ii) At least two years teaching/professional experience as a Photographer with practical knowledge of Photographic process.

Desirable

Professional standing as a photographer preferably with one man shows and participation in All-India Exhibitions.

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Lecturer in Fresco/Mural

Age: Not exceeding 35 years.
(Relaxable for Government Servants)

Essential

- (i) High Second Class B.F.A. Degree or equivalent Diploma in Fine Arts of a recognised University/Institution with specialisation in Mural/Fresco.

OR

A trained traditional expert in Indian Fresco Technique.

- (ii) At least two years' teaching/professional experience as a muralist with practical knowledge of preparing wall surfaces, grounds and fresco techniques.

Desirable

Professional & standing as a muralist with executed in public or private places.

Lecturer in Pottery and Ceramics

Age: Not exceeding 35 years
(Relaxable for Government Servants)

Essential

- (i) High Second Class B.F.A. Degree or equivalent Diploma in Fine Arts (Sculpture) of a recognised University/Institution with specialisation in the Ceramics/Pottery.

OR

A trained traditional expert in various techniques of Ceramics.

- (ii) At least two years' teaching/professional experience as a Ceramist with practical knowledge of preparing various bodies, Glazes and firing.

Desirable

Professional standing as a Ceramist preferably with one man shows.

Lecturer in Weaving

Age: Not exceeding 35 years.
(Relaxable for Government Servants)

QUALIFICATIONS OF UNIVERSITY TEACHERS

Essential

- (i) High Second Class B.F.A. Degree or equivalent Diploma in Fine Arts of a recognised University/Institution with specialisation in Weaving.

OR

A trained traditional expert in Weaving.

- (ii) At least two years' teaching/professional experience as a Weaver with practical knowledge of different weaving techniques.

Desirable

Professional standing as a Weaver preferably with exhibited works.

Lecturer in Art History

Age: Not exceeding 35 years.

(Relaxable for Government Servants)

Essential

- (i) High Second Class M.A. or a Research degree in Art History from a recognised University.
- (ii) Teaching of Research experience or a combined teaching and research experience of at least two years at an institution of repute.

Desirable

Knowledge of the creative process and techniques of visual arts.

Lecturer of Museology

Age: Not exceeding 35 years.

(Relaxable for Government Servants)

Essential

- (i) High Second Class Master's Degree in Arts, Science or Fine Arts from recognised University.
- (ii) A Degree or Diploma in Museology from recognised University/Institution.
- (iii) At least two years' professional/teaching experience in Museology.

ORDINANCE XXIV

Desirable

Specialisation in a field according to the requirement of the Department.

Note : For all Posts Qualifications relaxable at the University's discretion in case of candidate being eminent in the professional field.

Explanation :

1. For determining "good academic record" the following criteria shall be adopted :
 - (i) A candidate holding a Ph.D./M.Phil. Degree should possess at least at a second class Master's Degree; or
 - (ii) A candidate without a Ph.D./M.Phil. Degree should possess a high second class Master's degree and second class in the Bachelor's Degree; or
 - (iii) A candidate not possessing Ph.D./M.Phil. Degree but possessing second class Master's Degree should have obtained First class in the Bachelor's Degree.
 - (iv) In the case of post of Principal, Physical Education, teaching experience will include teaching or practical experience in the field of Physical Education of not less than 15 years.
2. Persons having secured at least 55 per cent or more marks shall be deemed to have passed the examination in the high second class.

Faculty of Science

Department of Home Science :

(a) For Lecturers in Physics, Chemistry, Biology, Physiology, Microbiology, Hygiene, English, Economics, Psychology, Sociology and Anthropology-Qualifications as prescribed for lecturers teaching these subjects in their respective Departments of the University.

(b) For Lecturer in Home Science-Foods and Nutrition, Bio-Chemistry, Clothing and Textiles, Child Development and Family Relationship, Home Management and Home Science Extension. Qualifications-Good academic record with a first or high second class Master's degree or an equivalent degree of a foreign University in Home Science with specialisation in the subject concerned.

Department of Nursing :

(a) For teachers in Physics, Chemistry, Biology, English, Hindi, Physiology and Anatomy, Psychology, Economics, Sociology, Medical Sciences. Teaching these subjects in their respective Faculties of the University.

(b) *Lecturers in Nursing :*

Sister Tutors :

A Registered Nurse and Mid-Wife with 2nd Class B.Sc. (Hons.) Degree in Nursing and three years' teaching experience including Ward teaching in a School of Nursing.

A Registered Nurse and Mid-Wife with 1st Class B.Sc. Degree in Nursing and four years' teaching experience including Ward teaching in a School of Nursing.

OR

A Registered Nurse and Mid-Wife with a Sister Tutor's Certificate from a recognised Institution and five years' teaching experience in a School of Nursing, provided that the Sister Tutors' Certificate has been obtained before 1952.

Ward Teaching Sister/Public Health Supervisor:

A Registered Nurse and Mid-Wife with 2nd Class B.Sc. (Hons.) Degree in Nursing.

OR

A Registered Nurse and Mid-Wife with 1st class B.Sc. Degree in Nursing and two years' teaching experience including Ward teaching in a School of Nursing.

OR

A Registered Nurse and Mid-Wife with a Sister Tutor's Certificate from a recognised Institution and 3 years' teaching experience including Ward teaching in a School of Nursing.

OR

A Registered Nurse and Mid- Wife. with a Diploma or a Certificate of a course in Public Health Nursing and three years' teaching experience including Ward teaching in a School of Nursing.

(c) *Lecturers in Dietetics:*

A Master's Degree, at least Second Class in Home Economics with specialization in Nutrition;

A good knowledge of Nutrition in India and an understanding of diet in disease.

Department of Pharmacy:

1. *Professors:*

A Scholar of eminence in the field of Pharmaceutical Sciences. Independent published work of high standard. Teaching/Guiding Research/Industrial/professional experience for a considerable period desirable.

2. *Readers :*

Good academic record with first or high second class Master's Degree in Pharmacy with Doctor's Degree or equivalent published work.

Independent published work (in addition to the published work mentioned above) with at least 5 years' Teaching/Guiding Research/Industrial/Professional experience essential.

3. *Lecturers :*

Essential: Consistently good academic record with a first or high second class (B +) Master's Degree or an equivalent Degree of a Foreign University in Pharmacy.

Desirabl : (in order of preference)

(i) A Doctor's Degree/Evidence of Research Work of equivalent standard in Pharmacy.

(ii) Teaching experience of Degree/post-graduate classes :

Provided that if a teacher is not a Ph.D. at the time of his/her appointment and does not qualify himself/herself for the award of a Ph.D. Degree from a recognised University in the subject which is being taught by him/her within the period of ten years from the date of his/her appointment or does not give evidence of research work of equal standard within that period in the subject concerned, he/she shall not be entitled to any future increments after the expiry of the said period of ten years till such time he/she fulfils the above mentioned requirements.

QUALIFICATIONS OF UNIVERSITY TEACHERS

<i>Post</i>	<i>Academic Qualifications</i>	<i>Teaching/Research Experience</i>
1	2	3

ANATOMY

- | | | |
|---------------------------------------|--|--|
| (a) Professor | M.Sc. (Anatomy)
M.S. (Anatomy)
Ph.D. (Anatomy)
D.Sc. (Anatomy)
MAMS/MNAMS. | (a) As Associate Professor Reader in Anatomy for five years in a Medical College. |
| (b) Associate Professor/
Reader. | -do- | (b) As Assistant Professor/
Lecturer in Anatomy for 3 years in a Medical College. |
| (c) Assistant Professor/
Lecturer. | -do | (c) The requisite recognised Post-graduate qualification in the subject and 3 years' teaching experience as Tutor/
Demonstrator in Anatomy of which 1 year should be after Post-graduate qualification. |
| (d) Tutor/
Demonstrator. | M.B.B.S. or M.Sc. (Anatomy) for non-medical person. | |

PHYSIOLOGY

- | | | |
|---------------------------------------|--|---|
| (a) Professor | M.D. (Physiology)
M.Sc. (Physiology)
Ph.D. (Physiology)
D.Sc. (Physiology)
MAMS/MNAMS. | (a) As Associated Professor/
Reader in Physiology for five years in a Medical College |
| (b) Associate Professor/
Reader. | -do- | (b) As Assistant Professor/
Lecturer in Physiology for 3 years in a Medical College. |
| (c) Assistant Professor/
Lecturer. | -do- | (c) The requisite recognised Post-graduate qualification in the subject and 3 years teaching experience as Tutor/ |

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1	2	3
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- | | | |
|-----------------------------|---|-------------------------------------|
| (d) Tutor/
Demonstrator. | M.B.B.S. or M.Sc. (Physiology) for non-medical persons. | (b) M.B.B.S. for non-medical person |
|-----------------------------|---|-------------------------------------|

BIO-CHEMISTRY

- | | | |
|--------------------------------------|--|--|
| (a) Professor | M.D. (Bio-Chemistry)
M.Sc. (Medical Bio-chemistry)
Ph.D. (Bio-chemistry)
D.Sc. (Bio-chemistry)
MAMS/MNAMS. | (a) As Associated Professor/
Reader in Bio-chemistry for five years in a Medical College. |
| (b) Associated Professor/
Reader | -do- | (b) As Assistant Professor/
Lecturer in Bio-chemistry for 3 years in a Medical College. |
| (c) Assistant Professor/
Lecturer | -do- | (c) The requisite recognised Post-graduate qualification in the subject and 3 years' teaching experience as Tutor/
Demonstrator in Bio-chemistry of which 1 year should be after Post-graduate qualification. |
| (d) Tutor/
Demonstrator | M.B.B.S. or M.Sc. (Bio-chemistry) for non-medical person. | |

PHARMACOLOGY

- | | | |
|---------------|--|---|
| (a) Professor | M.D. (Pharmacology)
M.D. (Pharmacology & Therapeutics)
M.Sc. (Pharmacology)
Ph.D. (Pharmacology)
D.Sc. (Pharmacology)
MAMS/MNAMS. | (a) As Associated Professor/
Reader in Pharmacology for five years in a Medical College. |
|---------------|--|---|

QUALIFICATIONS OF UNIVERSITY TEACHERS

1	2	3
(b) Associate Professor/Reader.	-do-	(b) As Assistant Professor/Lecturer in Pharmacology for 3 years in a Medical College
(c) Assistant Professor/Lecturer.	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years teaching experience as Tutor/ Demonstration in Pharmacology of which 1 year should be after Post-Graduate qualification.
(d) Tutor/Demonstrator.	M.B.B.S. or M.Sc. (Pharmacology) for non-medical persons.	

PATHOLOGY

(a) Professor	M.D. (Pathology) M.D. (Pathology & Bacteriology) M.D. (Pathology with Bacteriology) M.Sc. (Medical Pathology) M.Sc.(Pathology) Ph.D. (Pathology) D.Sc. (Pathology) Speciality Board of Pathology (U.S.A.) M.R.C. Path. (Lond.) M.C.P. (Australia) MAMS/MNAMS after examination.	(a) As Associate Professor/Reader in Pathology for three years in a Medical College.
(b) Associate Professor/Reader	-do-	(b) As Assistant Professor/Lecturer in Pathology for three years in a Medical College.

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1	2	3
(c) Assistant Professor/Lecturer.	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years teaching experience as Tutor/clinical Pathologist/Resident Pathologist/Demonstrator in Pathology of which 1 year should be after Post-graduate qualification.
(d) Tutor/Clinical Pathologist/Resident Pathologist/Demonstrator.	M.B.B.S	

MEDICINE

(a) Professor	M.D. Medicine M.D. (General Medicine) M.R.C.P. Speciality Board of Internal Medicine (U.S.A.) MAMS/MNAMS.	(a) As Associate Professor/Reader in General Medicine for five years in a Medical College.
(b) Associate Professor/Reader.	-do-	(b) As Assistant Professor/Lecturer in General Medicine for three years in a Medical College.
(c) Assistant Professor/Lecturer.	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years Tutor/Resident/Registrar in General Medicine of which 1 year should be after Post-graduate qualification.
(d) Tutor/Registrar Resident	M.B.,B.S.	(d) M.B., B.S.

QUALIFICATIONS OF UNIVERSITY TEACHERS

1	2	3
GENERAL SURGERY		
(a) Professor	M.S. (Surgery) M.S. (General Surgery) F.R.C.S. Speciality Board of Surgery (U.S.A.) MAMS/MNAMS	(a) As Associate Professor/ Reader in General Surgery for five years in a Medical College
(b) Associate Professor/ Reader.	-do-	(b) As Assistant Professor/ Lecturer in General Surgery for 3 years in a Medical College.
(c) Assistant Professor/ Lecturer.	-do-	(c) The requisite recognised Post-graduate qualifi- cation in the subject and 3 years' teaching experience as Tutor/ Registrar/Resident in General Surgery of which 1 year should be after Post-graduate quali- fication.
(d) Tutor/ Registrar/ Resident.	M.B.B.S.	(d) M.B., B.S.
MID-WIFERY AND GYNAECOLOGY		
(a) Professor	M.D. (Obstt. & Gynae.) M.S. (-do-) M.S. (Mid. & Gynae.) M.D. (Mid. & Gynae.) M.O. M.R.C.O.G. Speciality Board of Obstt. & Gynae. (U.S.A.) MAMS/MNAMS.	(a) As Associate Professor/ Reader in Obstt. & Gynaecology for five years in a Medical
(b) Associate Professor/ Reader.	-do-	(b) As Assistant Professor/ Lecturer in Obstt. & Gynae. for 3 years in a Medical College

ORDINANCE XXIV

1	2	3
(c) Assistant Professor/ Lecturer.	-do-	(c) The requisite recognised Post-graduate qualifi- cation in the subject and 3 years teaching experience as Tutor/ Registrar/Resident in Obstt. & Gynae. of which 1 year should be after Post-graduate qualification.
(d) Tutor/ Registrar/ Resident.	M.B., B.S.	(d) M.B., B.S.
SOCIAL AND PREVENTIVE MEDICINE		
(a) Professor	M.D. (Social & Pre- ventive Medicine) Community Med. Speciality Board of Soc. & Prev. Med. (USA) Dr. P.H. (John Hopkin) Dr. P.H. (Harward) D. P.H. (California) M.D. (Med.) with DPH. MAMS/MNAMS.	(a) As Associate Professor/ Reader in Social & Preventive Medicine for five years in a Medical College.
(b) Associate Professor/ Reader.	-do-	(b) As Assistant Professor/ Lecturer in Social & Pre. Med. for 3 years in a Medical College.
(c) Assistant Professor/ Lecturer.	-do-	(c) The requisite recognised Post-graduate quali- fication in the subject and 3 years' teaching experience as Tutor/ Demonstrator in Soc. & Prev. Medicine or as Epidemiologist/Health Officer of which 1 year should be after Post- graduate qualification.

QUALIFICATIONS OF UNIVERSITY TEACHERS

1	2	3
(d) Tutor/ Demonstrator/ Epidemiologist/ Health Officer.	M.B.,B.S.	(d) M.B., B.S.
FORENSIC MEDICINE		
(a) Professor	M.D. (Forensic Med.) M.D. (Pathology) Speciality Board of Pathology (USA).	(a) As Associated Professor/Reader in Forensic Medicine for five years in a Medical College.
(b) Associate Professor/ Reader.	-do-	(b) As Assistant Professor/ Lecturer in Forensic Medicine for 3 years in a Medical College.
(c) Assistant Professor/ Lecturer	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years teaching experience as Tutor/ Demonstrator in Forensic Med./Casualty Medical Officer/Resident/Pathologist/or as a Medical Officer in State Service doing medico-legal work of which 1 year should be after Post-graduate qualification.
(d) Tutor/ Demonstrator/ Casualty Medical Officer Resident Medical Officer/ Resident Pathologist or as a	M.B., B.S.	(d) M.B., B.S.

ORDINANCE XXIV

1	2	3
Medical Officer in State Service doing Medico-legal work.		
PAEDIATRICS		
(a) Professor	M.D. (Paed.) Speciality Board of Paed. (USA) MAMS/MNAMS.	(a) As Associate Professor/ Reader in Paed. for five year in a Medical College.
(b) Associate Professor/ Reader.	-do-	(b) As Assistant Professor/ Lecturer in Paed. for 3 years in a Medical College.
(c) Assistant Professor/ Lecturer.	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years teaching experience as Tutor/ Registrar/Resident in Paed. of which 1 year should be after Post-graduate qualification.
(d) Tutor/ Registrar Resident.	M.B., B.S.	
TUBERCULOSIS		
(a) Professor	M.D. (Tuberculosis) MD/MRCP in Med. with TDD, DTD or D.T.C.D./MAMS/MNAMS.	(a) As Associate Professor/ Reader in Tuberculosis for five years in a Medical College.
(b) Associated Professor/ Reader.	-do-	(b) As Assistant Professor/ Lecturer in Tuberculosis for 3 years in a Medical College.

QUALIFICATIONS OF UNIVERSITY TEACHERS

1	2	3
(c) Assistannt Professor/Lecturer	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years' teaching experience as Tutor/Registrar/Resident in Tuberculosis/Medical Officer-in-charge of T.B. Clinic of which 1 year should be after Post-graduate qualification.
(d) Tutor / Registrar/ Resident.	M.B., B.S.	
PSYCHIATRY		
(a) Professor	M.D. (Psychiatry) M.D. (Psychological Medicine) Speciality Board of Psychiatry and Neurology. M.D./M.R.C.P. in Medicine with diploma in Psychological Medicine MAMS/ MNAMS.	
(b) Associate Professor/ Reader.	-do-	
(c) Assistannt Professor/ Lecturer.	-do-	
(d) Tutor/ Registrar/ Resident.	M.B., B.S.	

Note : Provided that the requirement of possessing M.D. degree in Psychiatry shall not be applicable for higher appointments in the case of existing teachers holding regular teaching posts whose appointment was initially made on the basis of holding D.P.M. Qualification of two years' duration.

ORDINANCE XXIV

1	2	3
VENEREOLOGY/DERMATOLOGY*		
(Combined Department)		
(a) Professor	M.D. (Dermatology & Venereology) MD (Medicine) with DVD/MAMS/ MNAMS.	(a) As Associate Professor/ Reader in Venereology and Dermatology for five years in a Medical College.
(b) Associated Professor/ Reader.	-do-	(b) As Assistant Professor/ Lecturer in Venereology and Dermatology for 3 years in a Medical College.
(c) Assistant Professor/ Lecturer.	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years' teaching experience as Tutor/ Registrar/Resident in Venereology/Dermatology or as Medical Officer-Incharge Venereology/Dermatology/ Leprosy Clinics of which 1 year should be after Post-graduate qualification.
(d) Tutor/ Registrar/ Resident.	M.B., B.S.	

*Where the Department of Venereology and Dermatology are bifurcated the following qualifications will be required in the bifurcated Departments of Venereology and Dermatology :

For Venereology :

M.D. (Venereology) M.D. (Dermatology & Venereology) MD/MRCP in Medicine with diploma in Venereology.

For Dermatology :

M.D. (Dermatology) M.D. (Dermatology & Venereology) MD/MRCP with diploma in Dermatology speciality Board of Dermatology (USA).

QUALIFICATIONS OF UNIVERSITY TEACHERS

1	2	3
ORTHOPAEDICS		
(a) Professor	M.S. (Orthopaedics) M.Ch. (-do) Speciality Board of Ortho. Surgery (USA)/ MAMS/MNAMS	(a) As Associate Professor/ Reader in Orthopaedics for five years in a Medical College.
(b) Associate Professor/ Reader	-do-	(b) As Assistant Professor/ Lecturer in Orthopaedics for 3 years in a Medical College.
(c) Assistant Professor/ Lecturer	-do-	(c) The requisite recognised Post-graduate qualifi- cation in the subject and 3 years' teaching experience as Tutor/ Registrar/Resident in Orthopaedics/Medical Officer of Rehabilitation of which 1 year should be after Post-graduate qualification.
(d) Tutor/ Registrar/ Resident.	M.B.,B.S.	
ANAESTHESIOLOGY		
(a) Professor	M.D. (Anaesthesiology) M.S. (--do--) Speciality Board of Anaesthesiology (USA) MAMS/MNAMS.	(a) As Associate Professor/ Reader in Anaesthesio- logy for five years in a Medical College.
(b) Associate Professor/ Reader	M.D. (Anaesthesiology) M.S.(--do--) Speciality Board of Anaesthesiology (USA)	(b) As Assistant Professor/ Lecturer in Anaesthesi- ology for 3 years in a Medical College

ORDINANCE XXIV

1	2	3
(c) Assistant Professor/ Lecturer	-do-	(c) The requisite recognised Post-graduation qualifi- cation in the subject and 3 years' teaching experience as Tutor/ Registrar/Resident in Anaesthesiology/ Anaesthetist of which 1 year should be after Post- graduation qualification.
(d) Tutor/ Registrar/ Resident	M.B.B., B.S.	
RADIOLOGY (COMBINED)		
(a) Professor	M.D./M.S. (Radiology) Speciality Board of Radiology (USA) F.F.R./MAMS/MNAMS.	(a) As Associate Professor/ Reader in Radiology for five years in a Medical College.
(b) Associate Professor/ Reader.	-do-	(b) As Assistant Professor/ Lecturer in Radiology for 3 years in a Medical College.
(c) Assistant Professor/ Lecturer	-do-	(c) The requisite recognised Post-graduate qualifi- cation in the subject and 3 years' teaching experience as Tutor/ Registrar/Resident/ Radiology/or as Radiologist of which 1 year should be after Post- graduate qualification.
(d) Tutor/ Registrar/ Resident.	M.B.,B.S.	
OTO-RHINOLARYNGOLOGY		
(a) Professor	MS (Oto-Rhinolaryn- gology) Speciality Board of Oto-rhino- laryngology (USA) F.R.C.S. (ENT)/ MAMS/MNAMS	(a) As Associate Professor/ Reader in Oto-Rhinary- ngology for five years in a Medical College.

QUALIFICATIONS OF UNIVERSITY TEACHERS

1	2	3
(b) Associate Professor/Reader	-do-	(b) As Assistant Professor/Lecturer in Oto-Rhinolaryngology for 3 years in a Medical College.
(c) Assistant Professor/Lecturer	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years teaching experience as Tutor/Registrar/Resident in Oto-Rhinolaryngology of which 1 year should be after Post-graduate qualification.
(d) Tutor/Registrar/Resident	M.B.,B.S.	
OPHTHALMOLOGY		
(a) Professor	M.S. (Ophthalmology) M.D. (--do-) Speciality Board of Ophthalmology (USA) F.R.C.S. (Ophthalmology) MAMS/MNAMS.	(a) As Associated Professor/Reader in Ophthalmology for five years in a Medical College.
(b) Associate Professor/Reader	-do-	(b) As Assistant Professor/Lecturer in Ophthalmology for 3 years in a Medical College.
(c) Assistant Professor/Lecturer	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years teaching experience as Tutor/ Registrar/Resident in Ophthalmology of which 1 year should be after qualification.

ORDINANCE XXIV

1	2	3
(d) Tutor/Registrar/Resident	M.B.,B.S	
DENTISTRY		
(a) Assistant Professor and above	M.D.S. F.D.S. etc preferably with M.B.,B.S.	(a) As Lecturer or an equivalent post for at least 3 yrs in a teaching institution.
(b) Lecturer	B.D.S. Preferably with M.B.,B.S.	
Principal/Dean/Director-		Should possess the same basis University Medical qualification and other academic qualification and as prescribed for the post of Professor in the teaching Department and a minimum of 10 years' teaching experience as Professor/Associated/Reader in a Medical College out of which at least five years should be as Professor in a Department.
BIO-PHYSICS		
(a) Professor	M.D.(Bio-Physics) Ph.D. (--do--) MD (Physiology) or MD (Bio-Chemistry) with one year's training in Bio-Physics/MAMS/MNAMS.	(a) As Associate Professor/Reader in Bio-Physics for five years in a Medical College.
(b) Associate Professor/Reader	-do-	(b) As Assistant Professor/Lecturer in Bio-Physics for 3 years in a Medical College.

QUALIFICATIONS OF UNIVERSITY TEACHERS

1	2	3
(c) Assistant Professor/ Lecturer	-do-	(c) The requisite recognised Post-Graduate qualification in the subject and 3 years teaching experience as Tutor/ Demonstrator in Bio-Physics of which 1 year should be after Post-graduate qualification.
(d) Tutor/ Demonstrator	M.B.,B.S. or M.Sc. (Bio-Physics) or Bio-chemistry for non-medical persons.	
BACTERIOLOGY		
(a) Professor	M.D. (Bacteriology) M.D. (Microbiology) M.D. (Bacteriology with Pathology) M.D (Pathology & Bacteriology) M.Sc. (Bacteriology) M.Sc. (Microbiology). Ph.D. (Bacteriology) Ph.D. (Microbiology) D.Sc. (Bacteriology) D.Sc.(Microbiology) MAMS/MNAMS.	(a) As Associate Professor/ Reader in Bacteriology for five years in a Medical College.
(b) Associate Professor/ Reader	-do-	(b) As Assistant Professor/ Lecturer in Bacteriology for 3 years in a Medical College.
(c) Assistant Professor/ Lecturer	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years teaching experience as Tutor/ Demonstrator in Bacteriology/Clinical Pathologist/Resident/ Pathologist of which 1 Year should be after Post-graduate qualification.

ORDINANCE XXIV

1	2	3
(d) Tutor/ Demonstrator/ Clinical Pathologist/ Resident Pathologist	M.B., B.S or M.Sc. (Microbiology) for non-medical persons.	

CARDIOLOGY

(a) Professor	D.M. (Cardiology) after M.D./MAMS/ MNAMS or other equivalent qualification as may be approved by the University from time to time.	(a) As Associate Professor/ Reader in Cardiology for five years in a Medical College.
(b) Associate Professor/ Reader	-do-	(b) As Assistant Professor/ Lecturer in Cardiology for 3 years in a Medical College.
(c) Assistant Professor/ Lecturer	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years' teaching experience as Tutor/ Registrar/Resident in Cardiology or a Cardiology Unit in the Department of Medicine of which 1 year should be after Post-graduate qualifications.

QUALIFICATIONS OF UNIVERSITY TEACHERS

1	2	3
(d) Tutor/ Registrar/ Resident	M.B.,B.S.	
<i>Note :</i>	Provided that the requirements of possessing a Post-graduate degree qualification in the concerned higher speciality shall not be applicable for higher appointments in the case of existing teacher sholding regular teaching posts whose appointment was initially made on the basis of two years' special traning in the speciality after the requisite M.D/M.S. prior to 31st May, 1977.	
NEUROLOGY		
(a) Professor	D.M. (Neurology after M.d./MAMS/MNAMS or other equivalent qualification as may be approved by the University from time to time.	(a) As Associate Professor/Reader in Neurology for five years in a Medical College.
(b) Associate Professor/ Reader	-do-	(b) As Assistant Professor/ Lecturer in Neurology for 3 years in a Medical Colleges.
(c) Assistant Professor/ Lecturer	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years' teaching experience as Tutor/Registrar/Resident in Neurology/or a Neurology Unit in the Deptt. of Medicine of which 1 year should be after Post-graduate qualification.

ORDINANCE XXIV

1	2	3
(d) Tutor/ Registrar/ Resident.	M.B.,B.S.	
<i>Note :</i>	Provided that the requirements of possessing a Post-graduate degree qualification in the concerned higher speciality shall not be applicable for higher appointments in the case of existing teachers holding regular teaching posts whose appointment was initially made on the basis of two years, special training in the speciality after the requisite M.D./M.S. prior to 31st May, 1977.	
GASTRO-ENTERIOLOGY		
(a) Professor	D.M. (Gastro-Enteriology) after M.D./MAMS/MNAMS or other equivalent qualification as may be approved by the University from time to time.	(a) As Associated Professor/Reader in Gastro-Enteriology for five years in a Medical College
(b) Associate Professor/ Reader.	-do-	(b) As Assistant Professor/ Lecturer in Gastro-Enteriology for 3 years in a Medical College.
(c) Assistant Professor/ Lecturer.	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years' teaching experience as Tutor/Registrar/Resident in Gastro-Enteriology/Unit of Gastro-Enteriology of which 1 year should be after Post-graduate qualification.
(d) Tutor/ Registrar/ Resident	M.B.,B.S	
<i>Note :</i>	Provided that the requirements of possessing a Post-graduate degree qualification in the concerned higher speciality shall not be applicable for higher appointments in the case of existing teachers holding regular teaching posts whose appointment was initially made on the basis of two years, special training in the speciality after the requisite M.D./M.S. prior to 31st May, 1977.	

QUALIFICATIONS OF UNIVERSITY TEACHERS

1	2	3
RADIO-DIAGNOSIS		
(a) Professor	M.D./M.S. (Radio-logy) Speciality Board of Radiology (U.S.A.) F.F.R./MAMS/MNAMS.	(a) As Associate Professor/Reader in Radio-diagnosis for five years in a Medical College.
(b) Associate Professor Reader	-do-	(b) As Assistant Professor/Lecturer in Radio-diagnosis for 3 years in a Medical Colleges.
(c) Assistant Professor/ Lecturer	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years' teaching experience as Tutor/Registrar/Resident in Radio-diagnosis of which 1 year should be after Post-graduate qualification.
(d) Tutor/ Registrar/ Resident	M.B.,B.S	
RADIO-THERAPY		
(a) Professor	M.D./M.S. (Radio-logy) Speciality Board of Radiology (USA) F.F.R., M.D. (Radio-Therapy MAMS/MNAMS	(a) As Associate Professor/Reader in Radio-Therapy for Five years in a Medical College.
(b) Associate Professor/ Reader	-do-	(b) As Assistant Professor/Lecturer in Radio-Therapy for 3 years in a Medical College.
(c) Assistant Professor/ Lecturer	-do-	(c) The requisite recognise Post-graduate qualification in the subject and 3 years' teaching experience as Tutor/Registrar/Resident in Radio-therapy of which 1 year should be after Post-graduate qualification.

ORDINANCE XXIV

1	2	3
(d) Tutor/ Registrar/ Resident	M.B.,B.S.	
THORACIC SURGERY		
(a) Professor	M.Ch. (Thoracic Surgery) after M.D./M.S./MAMS/MNAMS or other equivalent qualification as may be approved by the University.	(a) As Associate Professor/Reader in Thoracic-Surgery for five years in a Medical College
(b) Associate Professor/ Reader	-do-	(b) As Assistant Professor/Lecturer in Thoracic-Surgery for 3 years in a Medical Colleges.
(c) Assistant Professor/ Lecturer	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years' teaching experience as Tutor/Registrar/Resident in Thoracic Surgery or in Thoracic Unit in the Deptt. of Surgery of which I year should be after Post-graduate qualification.
(d) Tutor/ Registrar/ Resident	M.B.,B.S.	

Note : Provided that the requirements of possessing a Post-graduate degree qualification in the concerned higher speciality shall not be applicable for higher appointments in the case of existing teachers holding regular teaching posts whose appointment was initially made on the basis of two years' special training in the speciality after the requisite M.D./M.S. prior to 31st May, 1977.

QUALIFICATIONS OF UNIVERSITY TEACHERS

1	2	3
NEURO-SURGERY		
(a) Professor	M.Ch. (Neuro-Surgery) after M.D./M.S./MAMS/MNAMS or other equivalent qualification as may be approved by the University from time to time.	(a) As Associate Professor/Reader in Neuro-Surgery for five years in a Medical Colleges.
(b) Associate Professor/Reader	-do-	(b) An Assistant Professor/Lecturer in Neuro-Surgery for 3 years in a Medical College.
(c) Assistant Professor/Lecturer	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years teaching experience as Tutor/Registrar/Resident in Neuro-Surgery or in Neuro-Surgical Unit in the Deptt. of Surgery of which 1 year should be after Post-graduate qualification.
(d) Tutor/Registrar/Resident.	M.B.,B.S.	

Note : Provided that the requirements of possessing a Post-graduate degree qualification in the concerned higher speciality shall not be applicable for higher appointments in the case of existing teachers holding regular teaching posts whose appointment was initially made on the basis of two years, special training in the speciality after the requisite M.D./M.S. prior to 31st May, 1977.

PLASTIC-SURGERY

(a) Professor	M.Ch. (Plastic Surgery) after M.S. (Plastic Surgery) or other equivalent qualification as may be approved by the University from time to time.	(a) As Associate Professor/Reader in Plastic-Surgery for five years in a Medical College.
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ORDINANCE XXIV

1	2	3
(b) Associate Professor/Reader.	-do-	(b) As Assistant Professor/Lecturer in Plastic-Surgery for 3 years in a Medical College.
(c) Assistant Professor/Lecturer	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years' teaching experience as Tutor/Registrar/Resident in Plastic-Surgical Unit in the Deptt. of Surgery of which 1 year should be after Post-graduate qualifications.
(d) Tutor/Registrar/Resident.	M.B.,B.S.	

Note : Provided that the requirements of possessing a Post-graduate degree qualification in the concerned higher speciality shall not be applicable for higher appointments in the case of existing teachers holding regular teaching posts whose appointment was initially made on the basis of two years, special training in the speciality after the requisite M.D./M.S. prior to 31st May, 1977.

PAEDIATRIC SURGERY

(a) Professor	M.Ch. (Paediatric Surgery) after M.S./MAMS/MNAMS or other as may be approved by the University from time to time.	(a) As Associate Professor/Reader in Paediatric Surgery for five years in a Medical College
(b) Associate Professor/Reader	-do-	(b) As Assistant Professor/Lecturer in Paediatric Surgery for 3 years in a Medical College.
(c) Assistant Professor/Lecturer	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years' teaching experience as Tutor/Registrar/Resident in Paediatric Surgery/or in Paediatric Surgical Unit

QUALIFICATIONS OF UNIVERSITY TEACHERS

1	2	3
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(d) Tutor/ Registrar/ Resident. M.B.,B.S. of the Deptt. of Surgery of which 1 year should be after Post-graduate qualification.

Note : Provided that the requirements of possessing a Post-graduate degree qualification in the concerned higher speciality shall not be applicable for higher appointments in the case of existing teachers holding regular teaching posts whose appointment was initially made on the basis of two years, special training in the speciality after the requisite M.D./M.S. prior to 31st May, 1977.

UROLOGY

- (a) Professor M.Ch. (Urology) after M.S./MAMS/MNAMS or other equivalent qualification as may be approved by the University from time to time. (a) As Associate Professor/ Reader in Urology for five years in a Medical Colleges.
- (b) Associate Professor Reader. -do- (b) As Assistant Professor/ Lecturer in Urology for 3 years in a Medical College.
- (c) Assistant Professor/ Lecturer. -do- (c) The requisite recognised Post-graduate qualification in the subject and 3 years' teaching experience as Tutor/Registrar/Resident in Urology/or Surgery of which 1 year should be after Post-graduate qualification.
- (d) Tutor/ Registrar/ Resident. M.B.,B.S.

Note : Provided that the requirements of possessing a Post-graduate degree qualification in the concerned higher speciality shall not be applicable for higher appointments in the case of existing teachers holding regular teaching posts whose appointment was initially made on the basis of two years' special training in the speciality after the requisite M.D./M.S. prior to 31st May, 1977.

ORDINANCE XXIV

1	2	3
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NUCLEAR MEDICINE

- (a) Professor M.D.(Nuclear Medicine) (a) As Associate Professor/ Reader in Nuclear Medicine for five years in a Medical College. M.D. (Radio-Therapy) M.D./M.R.C.P. in Medicine with D.F.M. or 2 years' Special training in Nuclear Medicine/MAMS/MNAMS.
- (b) Associate Professor/ Reader. -do- (b) As Assistant Professor/ Lecturer in Nuclear Medicine for 3 years in a Medical College.
- (c) Assistant Professor/ Lecturer. -do- (c) The requisite recognised Post-graduate qualification in the subject and 3 years' teaching experience as Tutor/ Registrar/Resident in Nuclear Medicine/or in an Isotope Laboratory of which 1 year should be after Post-graduate qualification.
- (d) Tutor/ Registrar/ Resident. M.B.,B.S.

ENDOCRINOLOGY

- (a) Professor D.M. (Endocrinology) (a) As Associate Professor/ Reader in Endocrinology for five years in a Medical College. after M.D./M.S./MAMS/MNAMS or other equivalent qualification as may be approved by the University from time to time
- (b) Associate Professor/ Reader -do- (b) As Assistant Professor/ Lecturer in Endocrinology for 3 years in a Medical College.
- (c) Assistant Professor/ Lecturer. -do- (c) The requisite recognised Post-graduate qualification in the subject and 3 years' teaching experience as Tutor/ Registrar/Resident in

QUALIFICATIONS OF UNIVERSITY TEACHERS

1	2	3
		Endocrinology/Medicine of which 1 year should be after Post-graduate qualification.
(d) Tutor/ Registrar/ Resident.	M.B.,B.S.	

Note : Provided that the requirements of possessing a Post-graduate degree qualification in the concerned higher speciality shall not be applicable for higher appointments in the case of existing teachers holding regular teaching posts whose appointment was initially made on the basis of two years, special training in the speciality after the requisite MD/MS prior to 31st May, 1977.

NEPHROLOGY

(a) Professor	DM (Nephrology) after MD/MAMS/MNAMS or other equivalent qualifications as may be approved by the University from time to time	(a) As Associate Professor/Reader in Nephrology for 5 years in a Medical College
(d) Associate Professor/ Reader.	-do-	(b) As Assistant Professor/ Lecturer in Nephrology for 3 years in a Medical College.
(c) Assistant Professor/ Lecturer.	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years' teaching experience as Tutor /Registrar/Resident in Nephrology/Medicine of which 1 year should be after Post-graduate qualification.
(d) Tutor/ Registrar Resident.	M.B.,B.S	

Note : Provided that the requirements of possessing a Post-graduate degree qualification in the concerned higher speciality shall not be applicable for higher appointments in the case of existing teachers holding regular teaching posts whose appointment was initially made on the basis of two years, special training in the speciality after the requisite M.D./M.S. prior to 31st May, 1977.

ORDINANCE XXIV

1	2	3
CLINICAL HAEMATOLOGY		
(a) Professor	D.M.(Clinical Haematology) after M.D./MAMS/MNAMS or other equivalent qualification as may be approved by the University from time to time.	(a) As Associate Professor/Reader in Clinical Haematology for five years in a Medical College.
(b) Associate Professor Reader.	-do-	(b) As Assistant Professor/ Lecturer in Clinical Haematology for 3 years in a Medical College.
(c) Assistant Professor/ Lecturer.	-do-	(c) The requisite recognised Post-graduate qualification in the subject and 3 years teaching experience as Tutor/Registrar/Resident/ Demonstrator/Pathology of which 1 year should be after Post-graduate qualification.
(d) Tutor/ Registrar Resident/ Demonstrator.	M.B.,B.S	

Note : Provided that the requirements of possessing a Post-graduate degree qualification in the concerned higher speciality shall not be applicable for higher appointments in the case of existing teachers holding regular teaching posts whose appointment was initially made on the basis of two years, special training in the speciality after the requisite M.D./M.S. prior to 31st May, 1977.

- Note* : 1. All the medical teachers must possess a basic University or equivalent qualifications included in the Schedules to the Indian Medical Council Act, 1956. They should also be registered under the State/Central Medical Registration Acts.
2. In the Department of Anatomy, Physiology, Pharmacology, Biochemistry and Microbiology in a Medical College, non-medical teachers may be appointment to the extent of 30 per cent of the total number of posts in the department. Non-Medical Teachers in the above subjects should possess an approved Post-graduate qualification in the subject and preferably hold a