



Established under *Gujarat Private University Act, 2009*
(Gujarat Act No.7 of 2023)

First Statutes

Submitted to
Commissionerate of Higher Education
Government of Gujarat

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In exercise of the power assigned through **Section 26** of the **Gujarat Private Universities Act, 2009**, the Governing Body of Gyanmanjari Innovative University, Bhavnagar submits the First Statutes of Gyanmanjari Innovative University for approval of the Government of Gujarat.

The subsequent amendment, replacement, addition or any modification to any statute in the First Statutes will be made as and when required by the competent authorities as per the provisions of Section 27 of Gujarat Private Universities Act, 2009.

The statutes are in conjunction with the provisions of the Gujarat Private Universities Act (GPU Act), 2009. In case of any changes in the provisions of the Act or the Rules or the Statutes, the provisions of the Act shall prevail.

1. Short Title and Commencement

- (1) The "Statutes" means the Statutes of Gyanmanjari Innovative University, Bhavnagar.
- (2) These statutes shall come into force with effect from the date of publication by the Government of Gujarat in its Official Gazette.

2. Definitions

The definitions given in Section 2 of Gujarat Private Universities Act, 2009 shall be deemed to be incorporated by reference herein and, in the event of conflict, the definitions provided here-under shall prevail. Additionally, the following capitalised terms used in the Statutes of Gyanmanjari Innovative University shall have the following meaning -

- (i) '**Act**' means the Gujarat Private Universities Act, 2009 and any amendments thereto;

- (ii) **'Administrative Staff'** means all employees excluding those defined as Teaching Staff and Technical/Supporting Staff; it includes the Heads of the units such as Registrar, Chief Finance and Accounts Officer, Controller of Examinations and the like and their subordinate staff working for the provision of administrative and support services in the University;
- (iii) **'Section'** means a Section of the Act;
- (iv) **'Sponsoring Body'** in relation to the Gyanmanjari Innovative University means Gyanmudra Education Foundation, Bhavnagar, established under section 8 of company Act on 31st Oct, 2014, having its office at Bhavnagar, 364060;
- (v) **'Supporting/Technical Staff'** means the staff with technical capabilities and/or competence employed to lead or support the delivery process or skill inculcation through laboratories, workshops, media units, counsellors for rendering guidance to the students/trainees, etc. and such other staff as may be specifically declared by the Governing Body/Board of Management of the University and such posts as may be declared by the Governing Body as a technical/supporting staff; and
- (vi) **'Teaching Staff'** means Deans, Directors, Principals, Heads of Institutions, Professors, Associate Professors, Assistant Professors, Lecturer, Teaching Assistant, or any other person employed or engaged to impart education, or to guide/conduct industry relevant research programs/projects or to run training programs for the students/trainees for pursuing a program or course or study/training in the University;
- (vii) **'University'** means the Gyanmanjari Innovative University; it includes teaching, administrative and technical departments, Institute of Studies, Constituent

Colleges, Distance Education and Online Learning Units, Off-Campus Centres and other Institutes or Units established/maintained by Gyanmanjari Innovative University by itself or pursuant to a collaborative arrangement.

3. Objects of the University

In addition to the Objects stated in Section 4 of Gujarat Private Universities Act, 2009 as may be in force from time to time, the main Object of the Gyanmanjari Innovative University will be to cultivate into a student centric academic institution and provide for qualitative and industry pertinent higher education for grooming them to be industry ready technical manpower through a process of regular monitoring and evaluating performance of students and faculty with skill enhancement.

The objects of the University shall be to create, organize, preserve and propagate knowledge in the fields of Science, Technology, Humanities, Social Sciences, Education, Management, Commerce, Law, Pharmacy, Healthcare and any other field for the progression of mankind in general and also includes without limiting the other objects which are as follows:

- (1) To provide for instruction, teaching and training in the University in the field of higher education and make provisions for industrial research, advancement and propagation of knowledge;
- (2) To establish, maintain and manage Institutions and Centres of Excellence, to create, organize, preserve and spread knowledge in the fields of Science, Technology, Marine, Humanities, Social Sciences, Education, Management, Commerce, Law, Pharmacy, Healthcare & any other field and to provide research, higher education, professional education, distance learning and e-learning

facilities of high order, as per their current status or as they may develop in future;

- (3) To develop infrastructure for industry relevant research and development, Higher Education, Professional Education, Teaching, Training, Extension and Outreach, including Continuing Education, Distance learning and e-learning, to create capabilities for upgrading infrastructure to meet the global standards;
- (4) To set up Off-Campus centres, Study centres and Examination centres within the State, subject to permission of the statutory bodies under any law made by the parliament and any regulation, rules, etc. made by the regulating bodies;
- (5) To craft higher levels of intellectual proficiencies;
- (6) To establish state of the art facilities for education and training;
- (7) To carry out Teaching, Industry relevant Research & Development, and offer Continuing Education Programmes;
- (8) To create Industry Centric Centres of Excellence for Research and Development and for sharing the knowledge and its application;
- (9) To offer the academic programmes of the university through distance education online education, correspondence and any other mode matching with the environmental developments such as technology need after obtaining appropriate approvals from the regulatory bodies.
- (10) To offer consultancy to the industry and public organisations as per the consultancy guidelines framed by the Governing Body;
- (11) To establish main campus or infrastructure in the State of Gujarat necessary for the furtherance of its objects;
- (12) To confer Degrees, Diplomas, grant Certificates and other Academic Distinctions on the basis of examination

- or any other method of evaluation subject to the guidelines of the UGC;
- (13) To develop training facilities in the field of higher education;
 - (14) To provide arrangement for National and Global participation in the field of higher education;
 - (15) To develop educational programmes for Certificates, Diplomas, Degrees and Post-Graduate courses, Doctorate degrees and Post-Doctoral programmes and to uphold a high standard of education, to collaborate with National and Global Institutions, to offer programmes and to build competencies for upgrading programmes up to the global standards subject to the guidelines of the UGC;
 - (16) To ensure that the standard of the Degrees, Diplomas, Certificates and other Academic Distinctions are not lower than those laid down by AICTE, NCTE, UGC, MCI and Pharmacy Council, and any other similar agency established by the Central Government for regulating the standard of education;
 - (17) To establish close linkage with the Industry, Business, Educational Institutions and other sections of the society to make teaching, industry relevant research, training, documentation, publication, use of various media and outreach activities at the University relevant to the needs of the University and society, at National and International level; and
 - (18) To follow any other objectives as may be approved by the State Government;
 - (19) To exercise the trust area or Fundamental Principles of the NEP 2020 Policy like:
 - a. Recognizing, identifying, and fostering the unique capabilities of each student, by sensitizing teachers as well as parents to promote each

student's holistic development in both academic and non-academic spheres

- b. Flexibility, so that learners have the ability to choose their learning trajectories and programmes, and thereby choose their own paths in life according to their talents and interests; no hard separations between arts, sciences and Technology, between curricular and extra-curricular activities, between vocational and academic streams, etc. in order to eliminate harmful hierarchies among, and silos between different areas of learning.
- c. Multi disciplinarily and a holistic education across the sciences, technology social sciences, arts, humanities, and sports for a multidisciplinary world in order to ensure the unity and integrity of all knowledge;
- d. Emphasis on conceptual understanding rather than rote learning and learning-for-exams; Creativity and critical thinking to encourage logical decision-making and innovation;
- e. Ethics and human & Constitutional values like empathy, respect for others, cleanliness, courtesy, democratic spirit, spirit of service, respect for public property, scientific temper, liberty, responsibility, pluralism, equality, and justice;
- f. Promoting multilingualism and the power of language in teaching and learning;
- g. Life skills such as communication, cooperation, teamwork, and resilience;
- h. Focus on regular formative assessment for learning rather than the summative assessment that encourages today's 'coaching culture';
- i. Extensive use of technology in teaching and learning, removing language barriers, increasing

- access for Divyang students, and educational planning and management;
- j. Respect for diversity and respect for the local context in all curriculum, pedagogy, and policy, always keeping in mind that education is a concurrent subject;
 - k. Full equity and inclusion as the cornerstone of all educational decisions to ensure that all students are able to thrive in the education system;
 - l. Synergy in curriculum across all levels of education from early childhood care and education to school education to higher education;
 - m. Teachers and faculty as the heart of the learning process - their recruitment, continuous professional development, positive working environments and service conditions;
 - n. A 'light but tight' regulatory framework to ensure integrity, transparency, and resource efficiency of the educational system through audit and public disclosure while encouraging innovation and out-of-the-box ideas through autonomy, good governance, and empowerment;
 - o. Outstanding research as a requisite for outstanding education and development;
 - p. Continuous review of progress based on sustained research and regular assessment by educational experts;
 - q. A rootedness and pride in India, and its rich, diverse, ancient and modern culture and knowledge systems and traditions.
 - r. Education is a public service; access to quality education must be considered a basic right of every child;

- s. Substantial investment in a strong, vibrant public education system as well as the
- t. Encouragement and facilitation of true philanthropic private and community participation.

4. Powers and Functions of the University

In accordance with the Section (5) of Gujarat Private University Act, 2009, the University shall exercise the following Powers and perform the following Functions, namely:

- (1) To oversee and manage the University, establish, influence and control its constituent colleges and centres for industry relevant research and development, education, training, extension and outreach including continuing education, distance learning and e-learning at its campus within the State of Gujarat;
- (2) To provide for industry relevant research and development, higher education, professional education, teaching, training, extension and outreach including continuing education, distance learning and e-learning in the fields of Science, Technology, Engineering, Marine, Humanities, Social Sciences, Education, Management, Commerce, Law, Pharmacy, Healthcare and any other fields;
- (3) To conduct innovative experiments in educational technologies, teaching and learning methods, to collaborate with national and international institutions and to offer joint programmes with such institutes to constantly improve the delivery of education and to achieve international standards of education;
- (4) To prescribe courses, curricula and methodologies including electronic and distance learning and provide for flexibility in the delivery of education;
- (5) To hold examinations and confer Degrees, Diplomas or grant Certificates and other academic Distinctions or

Titles on persons subject to such conditions as the University may define and to withdraw or cancel any such Degrees, Diplomas or Certificates and other academic Distinctions or Titles in the manner prescribed by the Regulations;

- (6) To establish Centres, Institutes, Colleges and conduct programmes and courses of study as are in the opinion of the University, necessary for the extension of its objects;
- (7) To declare as a constituent college any college, centre, institution imparting education as are in the opinion of the University, necessary for the furtherance of its objects or to establish a new constituent college, centre, institution for the purpose;
- (8) To arrange for printing, publication and reproduction of research, educational material and other works and to organize exhibitions, conferences, workshops and seminars;
- (9) To establish knowledge research centre;
- (10) To sponsor and undertake research relevant to the industry and educational programmes in the fields of Science, Technology, Engineering, Marine, Humanities, Social Sciences, Education, Management, Commerce, Law, Pharmacy, Healthcare and any other allied areas;
- (11) To team up or associate with any educational institution or University, research institutions, Government and non-Government organizations and foreign institutions for fulfilment of the like or similar objectives of the University as defined in the Act;
- (12) To begin Campuses including Virtual Campus for the purpose of achieving the objectives of the University;
- (13) To commence industry relevant research and to obtain registration in respect of such research in the nature

- of patents, design rights and such or similar rights with the competent authorities;
- (14) To preserve linkages and work together with educational or other institutions in any part of the world having objects wholly or partially similar to those of the University, through exchange of students, researchers, faculty and staff and normally in such manner as may be conducive to their common objects;
 - (15) To render services of industrial relevant research, training, consultancy and such other services as required for the purposes of the University;
 - (16) To develop and retain relationships with faculty, researchers, administrators and domain experts in Science, Technology, Engineering, Marine, Humanities, Social Sciences, Education, Management, Commerce, Law, Pharmacy, Healthcare and allied area for achieving the objects of the University;
 - (17) To regulate the expenditure and to manage the finances and to maintain the accounts of the University;
 - (18) To receive funds, movable and immovable properties, equipment, software and other resources from business, industry, other sections of society, national and international organization or any other source by transfers or as gifts, donations, aids or inheritances for the purposes and objects of the university;
 - (19) To establish, maintain and manage halls, hostels for students and quarters for the residence of faculty and staff;
 - (20) To construct, manage and maintain centres, complexes, auditorium, buildings, and stadium for the advancement of sports, cultural, co-curricular and extra-curricular activities;
 - (21) To administer and control the residence and regulate the discipline of students, faculty and staff of the

- University and to make arrangements for promoting their health, general welfare, social and cultural activities;
- (22) To fix, claim and receive or recover fees and such other charges as may be prescribed by the Statutes;
 - (23) To host and award fellowships, scholarships, prizes, medals and other awards;
 - (24) To purchase or to take on lease or accept as gifts, bequests, legacies or otherwise any land or building or works which may be necessary or convenient for the purpose of the University and on such terms and conditions as it may think fit and proper and to construct or alter and maintain any such building or works;
 - (25) To sell, exchange, lease or otherwise dispose of all or any portion of the properties of the University, movable or immovable, on such terms as it may think fit and consistent with the interest, activities and objects of the University;
 - (26) To draw and accept, to make and endorse, to discount and negotiate promissory notes, bills of exchange, cheques and other negotiable instruments;
 - (27) To raise and borrow money on bond, mortgages, promissory notes or other compulsions or securities founded or based upon all or any of the properties and assets of the University or without any securities and upon such terms and conditions as it may think fit and to pay-out of the funds of the University, all expenses related to the raising of money, and to repay and redeem any money borrowed;
 - (28) To invest the funds of the University in or upon such securities and rearrange any investment from time to time in such manner as it may deem fit in the interest of the University;

- (29) To execute conveyances, regarding transfers, mortgages, leases, licenses, agreements, and other conveyances in respect of property, movable or immovable including Government securities belonging to the University or to be acquired for the purpose of the University;
- (30) To admit students for the program/courses offered by the University in the manner prescribed by the Ordinances;
- (31) To create academic, technical, administrative, ministerial and other posts prescribing qualifications and to make appointments thereto;
- (32) To regulate and impose discipline among the students and the employees of the University and to provide for such disciplinary measures as may be prescribed by the Regulations;
- (33) To institute Professorships, Associate Professorships, Assistant Professorships, Readerships, Lectureships, and any other teaching, academic or research posts and to prescribe by the Statutes, the qualifications for the persons to be appointed on such posts;
- (34) To appoint qualified individuals as Professors, Associate Professors, Assistant Professors, Readers, Lecturers or as teachers and researcher or other officers of the University by following the selection procedure as may be resolved by the Governing Body;
- (35) To collaborate with other Universities, and acquire membership of bodies, authorities, or associations, which may have been formed for the progression of learning, science or research, or for the diffusion of knowledge or for the physical and ethical welfare of students, in such manner and for such purpose as the University may established by Statutes;
- (36) To delegate all or any of its powers (except the power to make regulations) to any officer or authority of the University;

- (37) To take loans, grants, donations, create corpus for scientific purposes;
- (38) To implement the policy of NEP2020
- (39) To do all such acts and dealings as the University may consider necessary beneficial or incidental to the realisation or amplifying of all or any of the objects of the University.

5. Officers of the University (Organization Structure of the University)

Subject to the provisions of Section 13 of Gujarat Private Universities Act, 2009 and all other applicable provisions, the University shall operate under the superintendence, control and direction of the Governing Body, which will be the supreme authority of the University.

The following shall be the Structure the officers of the University, namely -

- (i) The President
- (ii) The Provost
- (iii) The Registrar
- (iv) The Chief Finance and Account Officer
- (v) And such other officers as may be considered and approved by the Governing Body of the University from time to time like
 - a. The Vice-President
 - b. The Chief Executive Officer (CEO)
 - c. The Deans and Directors
 - d. The Controller of Examination

5.1 The President

- (1) The President shall be appointed by the Sponsoring Body in consultation with the State Government for a period of three years;
- (2) The President shall preside at the meeting of the Governing Body and at the convocation of the

University for conferring degrees, diplomas of other academic distinctions and in his absent by the other member of the Governing Body nominated by it.

- (3) There shall be a President as per the provisions of Section 14 of Gujarat Private Universities Act, 2009, who shall be the Head of the University and will hold such powers as provided in the Act, Statutes and such other power as may be delegated by the Governing Body.
- (4) The pay and emoluments shall be fixed by the Sponsoring Body and all the expenses shall be met from the General Fund of the University;
- (5) The Sponsoring Body, on representation made to it or otherwise and after making such enquiry as may be necessary, and if it is of the opinion that the continuance of the President in office is not in the interests of the University, by an order in writing stating the reasons therein, may direct the President to relinquish his/her office from the date specified. Provided that, before issuance of such an order, the Sponsoring Body shall consult the Government, and the President shall be given an opportunity of being heard;
- (6) The President by writing under his/her hand, addressed to the Sponsoring Body, may resign his/her office, but shall continue till the resignation is accepted.

5.1.1 The President shall have the following Powers, Duties and Functions

- (1) The President shall be the Head of the University and will have the power of general superintendence and management under the overall supervision of the Governing Body. The President shall preside at the meetings of the Governing Body and at the convocation of the University for conferring Degrees, Diplomas or other academic distinctions. The President shall have

- a casting vote in case of a tie in regard to any of the decisions taken by the Governing Body;
- (2) The President shall be the Chairperson of the Governing Body; and In addition, the President shall have the following powers -
- a. To call for any information or record;
 - b. To appoint the Provost other officers of the University;
 - c. To remove Provost in accordance with the provisions of sub-section (6) of Section 15 of the Act.
 - d. To act as Appellate Authority for disciplinary proceedings;
 - e. Subject to the provisions of the Act and rules made thereunder and any other appropriate provisions, if any, the President will have the power and authority to re-organize/re-structure the role and accountability of Vice-President, Chief Executive Officer, Provost, Registrar, Controller of Examination and Chief Finance and Accounts Officer for effective functioning of the University;
 - f. The President shall have the power to take decision on any important and immediate issue that may arise, which will be subject to endorsement by the Board of Management and/or Governing Body, as the case may be, in its immediate next meeting;
 - g. To exercise such other powers as may be prescribed in the subsequent Statutes from time to time.
- (3) In case of any disputes and/or differences of opinion, the decision of the President shall be final and binding to all concerned;

a.

5.2 The Provost

- (1) The Provost shall be appointed by the Governing Body of University out of the panel of three persons recommended by the Search Committee by seeking nomination, consisting of the following members stated in the Section 15(1) of Act, and shall, subject to the provision stated in sub-section (6) of Section 15 of the Act for three years:
 - a. An eminent professional to be nominated by the Board of Management;
 - b. An eminent educationalist to be nominated by the Board of Management; and
 - c. One member of the Board of Management to be nominated by the President, who will also act as the Chairperson of the Committee.
 - d. Provided that, after expiry of the term of three years, a person shall be eligible for re-appointment for another terms of three year;
 - e. Provided further that a Provost shall continue to hold the office even after expiry of his term till new Provost take charge of the office, but in any case this period shall not exceed one year;
 - f. Provided also that the President may appoint first Provost for a period of one year or until the regular Provost is appointed under this section whichever is earlier.
- (2) If the President or President nominee not approve any of the persons so recommended, he/she shall record the reasons thereof and call for fresh recommendations;
- (3) Higher Officer as per Organization Structure of the University may, on representation made to him/her or otherwise and after making such inquiry as may be necessary, and is of the opinion that the continuance

of the Provost in office is not in the interests of the University, by an order in writing stating the reasons therein, direct the Provost to relinquish his/her office from the date specified in the order; Provided that before taking an action under this subsection, the Provost shall be given an opportunity of being heard; and

- (4) The Provost by writing under his/her hand, addressed to the Chairperson of the Governing Body may resign his/her office, but shall continue till the resignation is accepted.

5.2.1 The Provost shall have following Powers, Duties and Functions

- (1) The Provost shall be the Principal Executive and Academic Officer of the University and shall exercise general superintendence and control over the academic affairs and shall execute the decisions of various authority of the University.

- (2) Where, in the opinion of the Provost it is essential to take instant action on any matter for which powers are conferred on any other authority by or under the Act, he/she may take such action as he/she thinks necessary and shall at the earliest opportunity thereafter report his/her action to such officer or authority as would have in ordinary course dealt with the matter;

Provided that if in opinion of concerned officer or authority such action should not have been taken by the Provost, then such case shall be referred to the President or Higher Officer as per Organization Structure of the University, whose decision thereon shall be final;

Provided further that where any such action taken by the Provost affects any person in the service of the

University, such person shall be entitle to prefer, within three months from the date of which such action is communicated to him, an appeal to the Board of Management and it may conform of modify or reverse the action taken by the Provost

- (3) Where, in the opinion of the Provost, verdict of any authority of the University is not within the powers conferred by the Act or the Statutes or the Ordinances of the Regulations or the Rules or is likely to be detrimental to the interests of the University, he/she shall request the concerned authority to amend or reverse its decision within fifteen days from the date of its decision or conclusion and in case the authority refuses to review such assessment wholly or partly or fails to take any decision within fifteen days, then such matter shall be referred to the President or Higher Officer as per Organization Structure of the University and his/her assumption thereon shall be final;
- (4) The Provost shall practise such powers and perform such functions as may be prescribed by Statues or the Ordinance.
- (5) The President may, on representation made or otherwise and after making such inquiry as may be necessary and is of the opinion that the continuance of the Provost in office is not in the interest of the University, by an order in writing stating the reasons therein, direct the Provost to relinquish his office from the date specified in the order:
Provided that before takin an action under this sub-section the Provost shall be given an oportune of being heard.
- (6) The Provost duties is to ensure adherence to quality control norms and be responsible for achieving quality

control standards pertaining to academic activities as also industry relevant research programs and courses of study offered or to be proffered by the University;

- (7) The Provost duties is to confirm that academic calendars and syllabus are in place and examinations are held on time as per the schedule and Degrees are awarded on time;
- (8) The Provost duties is to make certain that the soft skills are imparted among the students including the inculcation of values for their all-round development; also put into effect the decisions of the Higher Officer as per Organization Structure of the University;
- (9) The Provost duties is to ensure high grading in NAAC/NBA accreditation; and organizing studies/external evaluation for quality control of academic issues;

5.3 The Registrar

- (1) The appointment of the Registrar shall be appointed by the Chair-Person of the Sponsoring Body as per the sub-section (1) of Section 16 mentioned in the Gujarat Private University Act No. 8 of 2009;
- (2) The Registrar shall be signed and all documents and records shall be authenticated byt the Registrar on behalf of the University.
- (3) The Registrar shall be the Member Secretary of the Governing Body, The Board of management and Academic Council but he shall not have a right to vote.
- (4) The Registrar shall exercise such power and perform such duties as may be specified in the Statutes or the Ordinances.

- (5) The Registrar shall be a fulltime salaried officer for the University, The qualification and selection of Registrar shall be as per the UGC Norms
- (6) The emoluments and other terms and conditions of service of the Registrar shall be such as may be prescribed by the University Authority from time to time and sanctioned by Governing Body and as per UGC norms.
- (7) He/she shall be appointed for a term of Three years and shall be eligible for re-appointment; Provided that the Registrar shall demit the office after the tenure is complete or on the completion of maximum age prescribed by Governing Body;
- (8) The University Authority may, on submission made to him/her or otherwise and after making such investigation as may be necessary, and is of the view that the continuation of the Registrar in office is not in the interests of the University, by an order in writing stating the reasons therein, direct the Registrar to relinquish his/her office from the date specified in the order;
Provided that before taking an action under this subsection, the President shall ensure that the Registrar is given an opportunity of being heard;
- (9) The Registrar by writing under his/her hand; addressed to the President, may resign his/her office, but shall continue till the resignation is accepted.

5.3.1 The Registrar shall have the following Powers, Duties and Functions

- (1) The Registrar shall be the ex-officio secretary of the Governing Body, Board of Management and Academic Council but he/she shall not have a right to vote;
- (2) All contracts shall be signed and all documents and records shall be validated as per the decision of

Governing Body and Board of Management by the Registrar on behalf of the University;

- (3) In Addition, the Registrar shall exercise and perform the following powers and functions like
- (4) To function as the administrative officer for admission related tasks and activities to ensure the sufficient qualitative numbers of admissions;
- (5) To function as the custodian of the all records, minutes of the meetings of the authorities of the University, the common seal and all properties of the University;
- (6) To submit information, reports, and documents to the Government and conduct liaison with the local and central Government as also with any regulatory bodies, including UGC;
- (7) To place before the President, or any authority of all such information and documents as may be necessary for transaction of their business;
- (8) To conduct official correspondence on behalf of the University and be responsible for the proper maintenance of all the records of the University, subject to the provisions of the Act, the Statutes, the Ordinances, Regulations and Rules;
- (9) To act as a Chief Compliance Officer in letter and spirit in respect of all regulatory affairs including Fee Regulatory Committee, ACPC, PCI, AICTE etc.;
- (10) To associate and work with Chief Finance and Account Officer and Controller of Examination;
- (11) To ensure that the registers of buildings, land, furniture and equipment are preserved up-to-date and the stock-checking of equipment, non-consumable items and other consumable materials in the University is operated annually;

- (12) To maintain a register of all registered graduates of the University in the specified form and host the same on the website of the University;
- (13) To maintain a register of all Degrees, Diplomas and Certifications conferred by the University and host the same showing the grades on the website of the University;
- (14) To undertake disciplinary control over the employees working under him as per powers delegated by the Chief Executive officer and Provost;
- (15) To bestow to the Higher Officer as per Organization Structure of the University such assistance as may be desired by him/her in the performance of his/her official duties;
- (16) To set up and formulate Annual Calendars of various activities of the University;
- (17) To develop administrative manual for faculty and students and ensure its compliance/enforcement;
- (18) To meticulously associate and co-ordinate for introduction of new courses and obtain requisite approvals and ensuring necessary human resource and physical infrastructure;
- (19) To perform such other duties as may be specified by the Governing Body or the Board of Management or the Higher Officer as per Organization Structure of the University from time to time; and
- (20) To carry out such powers and perform such responsibilities as may be indicated in the Statutes, Ordinances, Regulations and Rules of the University from time to time

5.4 The Chief Finance and Account Officer

- (1) The appointment of the Chief Finance and Accounts officer shall be as per the UGC norms for the qualification, eligibility and age;

- (2) He/she shall report to the Provost or Authority of University as may be decided by the President;
- (3) The emoluments and other terms and conditions of service of the Chief Finance and Account Officer shall be such as may be prescribed by the President from time to time and approved by Governing Body and as per UGC norms.
- (4) The President may, on representation made to him/her or otherwise and after making such inquiry as may be necessary and, is of the opinion that the continuance of the Chief Finance and Accounts Officer in office is not in the interests of the University, by an order in writing stating the reasons therein, direct the Chief Finance and Accounts Officer to abandon his/her office from the date specified in the order;
Provided that before taking an action under this subsection, the President shall make sure that it gets the approval of the Governing Body/Board of Management, and that the Chief Finance and Accounts Officer is given an chance of being heard; and
- (5) The Chief Finance and Accounts Officer by writing under his/her hand; addressed to the Provost, may resign his/her office, but shall continue till the resignation is accepted;

5.4.1 The Chief Finance and Accounts Officer shall have the following Powers, Duties and Functions

- (1) The Chief Finance and Accounts Officer shall be the Member Secretary of the Finance Committee, but he/she shall not have a right to vote. In supplement, he/she shall exercise and perform the following powers and perform functions:
- (2) To exercise general supervision over the funds of the University and to advise it as regards its financial

- policy and the measures to develop the financial resources of the University;
- (3) To make ready the annual accounts and the budget of the University for presentation to Finance Committee and then to the Board of Management;
 - (4) To bring to the notice of the Chief-Executive Officer or such other officer designated by the President, about the unauthorized expenditure and other financial irregularities and recommend disciplinary action against the persons at fault;
 - (5) To keep a continuous watch on the state of cash, bank balances and investments;
 - (6) To ensure that adequate controls corresponding with the size of financial operations are in place;
 - (7) To ensure timely compliances to all statutory and audit requirements of Government/Taxation Departments, etc. and to represent the University in all legal matters pertaining to finance and taxation;
 - (8) To be accountable for other financial matters and to liaison with financial institutions/Banks;
 - (9) To maintain all accounts and records as per regulatory standards;
 - (10) To ensure that the accounts of the University are properly kept and audited;
 - (11) To make sure that the income and fees due to the University are collected and the salaries and other amounts due to the employees of the University and others are paid without delay;
 - (12) To recommend and establish an appropriate system of accounting and business procedures and keep an Accounts Manual for use in the University;
 - (13) To develop and operate and internal audit systems so that the record of all officers and employees responsible for receipt and expenditure, maintenance

- of accounts, and property registers may be verified by the audit;
- (14) To provide for at least one annual audit of all the accounts of the University;
 - (15) To specify financial forms to be used in the University;
 - (16) To take cognisance of the fact that the receipt of the Chief Finance and Accounts Officer, or of the person or persons, duly authorised in his behalf by the Governing Body for any money payable to the University shall be sufficient for discharge of such sum payable;
 - (17) To exercise powers of drawing, disbursing and collection of money under applicable Statutes, Ordinances and Regulations with respect to the employees working in the University and Students Studying in University;
 - (18) To call for any information or reports from any section of the University that he/she may consider necessary for the performance of his/her functions;
 - (19) To ensure and be responsible for safety and custody of the funds, cheque books;
 - (20) To make sure timely recoveries of fees and other dues;
 - (21) To be precise that the loans and its instalments and other outstanding are paid on time;
 - (22) To ensure all statutory duties, taxes and other dues of government are paid as per the respective law, rules and regulations;
 - (23) To develop appropriate concurrence system;
 - (24) To bring any re-appropriation to the Governing Body for its approval at the earliest opportunity;
 - (25) To ensure timely payment of bills, salaries and taxes;
 - (26) To bring to the notice of Governing Body about financial affairs/situation of the University;

- (27) To perform such other financial roles as may be assigned to him/her by the Governing Body or the Board of Management or the Finance Committee or the Higher Officer as per Organization Structure of the University; and
- (28) To exercise such powers and perform such duties as may be specified in the Statutes, Ordinances, Regulations and Rules of the University.

5.5 The Vice-President

- (1) There shall be a Vice-President as per the provisions of Section 13(e) of Gujarat Private Universities Act, 2009, who shall be the Head of University the in absent of President will hold such powers as provided in the Act, Statutes and such other power as may be delegated by the Governing Body.
- (2) The Vice-President shall be appointed by the Sponsoring Body. The pay and emoluments shall be fixed by the Sponsoring Body and all the expenses shall be met from the General Fund of the University;
- (3) The Vice-President by writing under his/her hand, addressed to the Sponsoring Body, may resign his/her office, but shall continue till the resignation is accepted.

5.5.1 The Vice-President shall have following Powers, Duties and Functions

- (1) The Vice President shall be and officer of the university
- (2) The Vice President shall carry out the functions of the President in his absence. Also the Vice-President shall carry out such functions as are delegated to him/her by the President.
- (3) The Sponsoring Body, on representation made to it or otherwise and after making such enquiry as may be

necessary, and if it is of the opinion that the continuance of the Vice-President in office is not in the interests of the University, by an order in writing stating the reasons therein, may direct the Vice-President to relinquish his/her office from the date specified. Provided that, before issuance of such an order, the Vice-President shall be given an opportunity of being heard;

5.6 The Chief Executive Officer (CEO)

- (1) There shall be a Chief Executive Officer (CEO) as per the provisions of Section 13(e) of Gujarat Private Universities Act, 2009, who shall be the Head of University in the absent of Vice-President will hold such powers as provided in the Act, Statutes and such other power as may be delegated by the Governing Body.
- (2) The Chief Executive Officer (CEO) shall be appointed by the Sponsoring Body; The pay and emoluments shall be fixed by the Sponsoring Body and all the expenses shall be met from the General Fund of the University.
- (3) The Chief Executive Officer (CEO) by writing under his/her hand, addressed to the Sponsoring Body, may resign his/her office, but shall continue till the resignation is accepted.

5.6.1 The Chief Executive Officer (CEO) shall have following Powers, Duties and Functions

- (1) The Chief Executive Officer (CEO) shall Exercise General Supervision and Control over the affairs of the University and recommend the new policy directions to Governing Body as Chief Administrative and Academic Executive Officer of the University.
- (2) The Chief Executive Officer (CEO) shall carry out such functions as are delegated to him/her by the President or Vice-President.

Where, in the opinion of the Chief Executive Officer (CEO) it is essential to take instant action on any matter for which powers are conferred on any other authority by or under the Act, he/she may take such action as he/she thinks necessary and shall at the earliest opportunity thereafter report his/her action to such officer or authority as would have in ordinary course dealt with the matter; Provided that if in opinion of concerned officer or authority such action should not have been taken by the Chief Executive Officer, then such case shall be referred to the Higher Officer as per Organization Structure of the University, whose decision thereon shall be final;

(3) Where, in the view of the Chief Executive Officer (CEO), verdict of any authority of the University is not within the powers conferred by the Act or the Statutes or the Ordinances of the Regulations or the Rules or is likely to be detrimental to the interests of the University, he/she shall request the concerned authority to amend its decision within fifteen days from the date of its conclusion and in case the authority refuses to review such assessment wholly or partly or fails to take any decision within fifteen days, then such matter shall be referred to the President/Vice President and his/her assumption thereon shall be final;

(4) The Chief Executive Officer (CEO) shall be the Chairperson of Board of Management, shall be nominated by the President in accordance with the provision of sub-section(2) of section 21 of the act. The CEO shall have a casting vote in case of a tie in regard to any of the decisions taken by the Governing body or Board of Management;

- (5) The Chief Executive Officer (CEO) shall practise such powers and perform such duties and functions as may be entrusted by the Governing Body and President and as may be prescribed by the Ordinances; as Be a member of ex-officio of every committee of Governing Body, Board of Management and Academic Council;
- (6) In addition, the Chief Executive Officer (CEO) shall have the following duties:
- a. To advise the Governing Body on planning and development of the University, particularly in respect of the norms and standards of education/academics, teaching and research & innovation in the University and to ensure fulfilment of the same;
 - b. To ensure adherence to quality control norms and be responsible for achieving quality control standards pertaining to different academic non-academic activities as also industry relevant research programs and courses of study offered or to be proffered by the University;
 - c. To associate and guide Higher authorities to recruitment the staff and execute appraisal activities time to time;
 - d. To associate and work with Chief Finance and Account Officer for The budgeting and staff recruitment and appraisal;
 - e. To have controls to pass bills and sign cheques for payments of contingent charges, pay and allowances etc. of all employees of the University after getting the consent from the competent authority, subject to the exceptions, if any, provided for in the Statutes;
 - f. To substantiate the quality norms and standards pertaining to the courses of study offered or to be offered by the University within and outside the country; and;

g. To put in to operation the Institutional Development Plan;

5.7 The Controller of Examination

- (1) The Controller of Examination shall be appointed by the President on the recommendation of the Governing body and Board of Management;
- (2) He/she shall be a full-time paid officer of the University.
- (3) The emoluments and other terms and conditions of service of the Controller of Examination shall be such as may be prescribed by the President from time to time and approved by Governing Body and as per the UGC norms.
- (4) When the office of The Controller of Examination is vacant or when The Controller of Examination is, by reason of illness, absence or any other cause, unable to perform the duties of his/her office, the duties of the office shall be performed by such person as the Chief Executive Officer may appoint for the purpose with the approval of the Higher Officer as per Organization Structure of the University
- (5) The Controller of Examination shall hold office at the pleasure of the President and discharge his/her duties in the manner as defined. The President can terminate the services of the Controller of Examination on his/her own or on the recommendation of the Chief Executive officer or Provost on the charges of misconduct, irregularity and inefficiency in discharge of his/her duties, by giving prior notice with the ground of termination.

5.7.1 The Controller of Examination shall have following Powers, Duties and Functions of

- (1) He/she shall be in-charge for the conduct of all examinations and the matters incidental to the smooth

conduct of examinations of the University in the manner prescribed by the Notifications/ Manuals.

- (2) He/she shall perform such other duties as may be allocated to him by the Higher Officer as per Organization Structure of the University and will support the Higher Officer as per Organization Structure of the university in carrying out the provisions of the Act, Statutes, Ordinances, and Regulations relating to examinations.
- (3) He/she shall be the custodian and accountable for printed & issued Degree Certificates & Statement of Marks, printed and distributed Question papers and Answers Scripts of the University.
- (4) He/she shall in consultation with registrar & other concerned Authorities/Committees to set up the schedule well in advance for conducting various examinations during the Academic Year.
- (5) He/she shall act as the Chief Coordinator for the several divisions in the Examination Section and strictly observe to the schedule for conduct of examinations during the Academic Year.
- (6) He/she shall initiate actions against the concerned who fail to execute the examination schedules.
- (7) He/she shall issue the appointment orders as per the panel of examiners, subject- wise, prepared by the Examination Department.
- (8) He/she shall be well prepared in advance acquire all the pre-requisites for smooth conduct of examination such as, printing of question papers, printing of answer scripts and other required stationery materials with the approval of the Provost.
- (9) He/she shall report to the Provost all the cases of malpractice/misconduct relating to the examinations, at the earliest possible time.

- (10) He/she shall report to the Provost regarding the conduct of examination / valuation / declaring of results from time to time. Any such notification will be validated by the Registrar in consultation with Provost.
- (11) In case of emergency, in his/her opinion, that necessitates immediate action for ensuring smooth conduct of examinations, he/she shall take suitable action as he deems it fit, in anticipation of the approval from the concerned authorities.
- (12) He/she shall prepare the schedule for the conduct of annual convocation in consultation with the Registrar.
- (13) He/she shall make all the required provisions for the smooth and proper conduct of the annual convocation in consultation with Chief Executive Officer (CEO), Provost and Registrar.
- (14) In Exceptional cases, he/she shall conduct mini/special convocation on the instruction of Chief Executive Officer and Provost

5.8 The Dean or Directors of Institutes

- (1) The post of Deans and Director and of the University shall be as per the Governance Structure of the University approved by the Governing Body, Board of Management and Detailed in the Ordinance, regulation, Policies and Rules from time to time.
- (2) Deans of Institutes shall be appointed in accordance with Section 18 (2) of the Gujarat Private universities Act 2009, and University Statutes framed therein
- (3) Deans shall be appointed against specific assignments and shall be by and large responsible for operation & controlling of the respective Faculty. Dean or

Director of Faculty shall be selected by Board of Management and approve by The President.

5.8.1 The Dean or Director shall have the following Powers, Duties and Functions

- (1) The Dean or Director shall be the Head of Institute and/or Group of Institutes and/or specific group of tasks, shall be responsible for the conduct and maintenance of the standards of teaching, Placement and Research in the program and/or programmes, shall have such other functions as may be prescribed.
- (2) The Dean or Director shall be the Chairman of the Board of Studies approved by Chief Executive Officer
- (3) The Dean or Director shall exercise such other powers and discharge such other functions as may be prescribed in the Ordinances from time to time.
- (4) The Dean or Director of the Institute shall or group of similar tasks:
 - a. Be responsible for the conduct of academics in the institute, maintain records, and comply to academic policies and procedure as outlined by the Academic Council or per the requirement of the portfolio assigned;
 - b. Be empowered to withhold the Hall Ticket and Examination of student of the Institute for legitimate reasons;
 - c. Exert such other powers and perform such other functions, as may be delegated or allotted to him by the Chief Executive officer like Training and Placement activities, Academic Excellence Activities, Research and Grant related Activities, NSS, Cultural, Sports, and Social Activates, Co-curricular and Extra Curricular activities etcetera, of the university as required in the interest of university.

- (5) The Dean or Director shall be also responsible for,
- a. Propose the new programs/courses
 - b. Faculty (Staff) schedules
 - c. Recommendation for appointments
 - d. Annual Academic & Administrative Audit
 - e. Alumni relations
 - f. Training and Placements
 - g. Research Activities
 - h. And other time to time assigned responsibilities by the Higher Officer as per Organization Structure of the University
- (6) When the office of the Dean or Director is vacant or when the Dean is, by reason of illness, absence or any other cause, unable to perform duties of his/her office, the duties of the office shall be performed by the senior-most Professor or Associate Professor, or Assistant Professor, as the case may be, in the Institute.

6. Authorities of the University

The following shall be the authorities of the University, namely:

- (i) The Governing Body;
- (ii) The Board of Management;
- (iii) The Academic Council; and
- (iv) Such other authorities as may be declared by the Statute to be the authorities of the University time to time.

6.1 The Governing Body

The Governing Body shall be the sovereign authority of the University & shall exercise powers as specified in Section 20 (5) of the Act. The Constitution of the Governing Body, the meeting pattern shall be in accordance with Section 20(1) of the Act.

- (1) Governing Body of the University shall consist of the following members, namely -

- a. The President;
 - b. The Provost;
 - c. Four Persons to be nominated by the Sponsoring Body out of which two shall be eminent educationists;
 - d. Two Deans or officers of the Constituent Institutes or Centres or the University, by rotation, to be nominated by the Provost;
 - e. One expert of Management or Information technology from outside the University to be nominated by the Governing Body;
 - f. Three experts representing other disciplines such as Finance, Legal and Social Sector to be nominated by the Governing Body;
 - g. One eminent industrialist to be nominated by the Governing Body;
 - h. Secretary to the Government of Gujarat, Higher and Technical Education or his/her representative not below the rank of Deputy Secretary to Government or the Deputy Commissioner (Ex-officio); and
- (2) The president shall be the chairman of the Governing body.
 - (3) Save as otherwise provided in this section, The term of the nominated members of the board shall be three years from the date of nomination;
 - (4) An ex-officio member shall continue so long as he/she holds the office by virtue of which he/she is such a member;
 - (5) As nearly as one third of the nominated members, except the ex-officio member shall retire by rotation each year. In the first two instances, the Governing Body may decide the procedure to identify the members who will retire;

- (6) A member may be re-nominated for the next term;
- (7) A member may resign his/her office upon tendering a letter written by him/her, addressed to the Chairperson of Sponsoring body, but he/she shall continue in office until his/her resignation has been accepted by the Chairperson;
- (8) Subject to the provisions of the Act, the casual vacancies arising due to any reason whatsoever among the members (other than ex-officio members) can be filled by mode of a nomination by the Governing Body so as to maintain the constitution of the Governing Body. Provided that a person nominated for filling up the casual vacancy will be a member for the unexpired period of three years;
- (9) The Governing Body shall be the supreme authority of the University. All movable and immovable property of the University shall vest in the Governing Body;
- (10) The Governing Body shall exercise following powers and functions namely:
 - a. To provide general overseeing and directions and to regulate functioning of the University by using all such powers as are provided by the Act or the Statutes, Ordinances, Regulations or Rules made there under;
 - b. To review the decision of the other authorities of the University in case, they are not in compliance with the provisions of the Act or the Statutes, Ordinances, Regulations or Rules made there under;
 - c. To approve the budget and annual report of the University;
 - d. To lay down the extensive policies to be followed by the University;

- e. To recommend to the Sponsoring Body about the voluntary liquidation of the University;
 - f. Such other powers as may be prescribed by the Statute like;
 - i. To entrust such powers as it may deem fit to the Board of Management and other Authorities or Officers of the University subject to the provisions of the Act and Statutes;
 - ii. To submit to the State Government proposals for subsequent Statutes and/or amendment or repeal of the existing Statutes;
 - iii. To appoint statutory authority and auditors of the University;
 - iv. To take all such actions those are considered necessary to fulfil the objects of the University as mentioned in the Act;
- (2) The Governing Body shall meet at least three times in a calendar year
- (3) Minimum four members shall form a quorum for a meeting of the Governing Body.

6.2 The Board of Management

The Board of Management shall be the Executive Council of the University. The Constitution of the Board of Management and the meeting pattern shall be in accordance with Section 21(1) of the Gujarat Private Universities Act. 2009.

- (1) The Board of Management shall consist of the following persons, namely:
- a. The President;
 - b. The Provost;
 - c. Two members of the Governing Body to be nominated by the Sponsoring Body;
 - d. Two persons who are not members of Governing Body to be nominated by the Sponsoring Body;

- e. Three persons from amongst the faculty members of the University to be nominated by the Sponsoring Body; and
 - f. One faculty member, to be nominated by the President.
- (2) The President shall be the Chairperson of the Board of Management. Provided that President may at his discretion, nominated any other member of the Governing Body to be the Chairperson of the Board of Management, as per the provisions of Section 13(e) of Gujarat Private Universities Act, 2009.
 - (3) The term of nominated members of the Board shall be three years from the date of nomination;
 - (4) A member may be re-nominated for the subsequent term;
 - (5) A member may resign his/her office upon tendering a letter written by him/her, addressed to the Chairperson of Sponsoring body, but he/she shall continue in office until his/her resignation has been accepted by the Chairperson of Sponsoring body;
 - (6) Subject to the provisions of the Act, the casual vacancies arising due to any reason whatsoever among the members (other than ex-officio members) can be filled by way of a nomination through the Board of Management so as to maintain the constitution of the Board of Management. Provided that a person nominated for filling up the casual vacancy will be a member for the unexpired period of three years;
 - (7) The Registrar will be the Member-Secretary of the Board of Management without voting rights;
 - (8) The Powers and Functions of the Board of Management shall be such as may be prescribed by the Statutes like.
 - a. To make recommendations to the Governing Body on policy matters;

- b. To conduct all financial & administrative affairs of the University;
- c. To discuss and submit the budget and other financial proposals to the Governing Body for approval;
- d. To open the accounts, to manage and regulate the finance, investments, and property and to maintain and operate the General Fund and Special Fund.
- e. To issue appeals for raising funds for carrying out the objects of the University and to draw, accept, make, endorse, discount and negotiate securities of the Government, promissory notes, bills of exchange, cheques or other negotiable instruments;
- f. To administer the revenues and properties of the University and also to execute conveyance, transfer, re-conveyances, mortgages, leases, bonds, licenses and agreements in respect of property movable or immovable belonging to the University or to be acquired for the purpose of the University;
- g. To invest the surplus funds of the University, in such securities and in such manner as it may deem fit and from time to time in the modes or forms as prescribed under different Section of Income Tax Act.
- h. To fix the remuneration payable to course writers, counsellors, examiners and invigilators and travelling as well as other allowances payable;
- i. To take measures for offering professional, technical and vocational skill and competence

- programs focusing on time demand of society and for fulfilling the objects of the University;
- j. To take measures to collaborate with Industry, Universities and Institutions in India and abroad for offering/facilitating academic programs, consultancy, training, research and development;
 - k. To receive grants, donations, contributions, gifts, prizes, scholarships, student fees, fee for consultancy schemes, sponsored and research projects, infrastructural support and other similar kinds;
 - l. To initiate and award prizes, medals, scholarships, fellowships and studentships, etc.;
 - m. To approve provision of buildings, premises, furniture, fittings, equipment, appliances and other facilities required for carrying out the work of the University;
 - n. To acquire intellectual property rights, copyrights, trademarks and the like from any institution or organization on such terms and conditions as the Board of Management may determine and pay such compensation for the acquisition as may be just and equitable;
 - o. To appoint, any person or agency as attorney of the University with such powers as it may deem fit in order to execute an instrument or transact any business of the University;
 - p. To raise and borrow money on bonds, mortgages, promissory notes, or other obligations or securities by providing properties and assets of the University as security, or borrow money without any securities, and upon such terms and conditions as it may deem fit and to pay out of

- the funds of the University, all expenses, incidental to the raising of money and to repay and redeem any money borrowed;
- q. To maintain proper accounts and other relevant records and prepare annual statements of accounts including the Balance Sheet for every previous financial year and submit the same to the Governing Body for perusal;
 - r. To incur expenditure towards maintenance of the properties of the University, taxes, electricity, water and other charges, repayment of any borrowings, and expenses incurred by the members of the authorities of the University, employees and various units of the University towards the fulfilment of the objects of the University;
 - s. To indemnify and keep insured, if deemed necessary, all or any of the buildings, assets of the University;
 - t. To incur expenditure in relation to salaries and allowances of the employees, management contribution to provident fund, gratuity, etc. purchase of library books, equipment, laboratory and workshop articles and furniture, etc.;
 - u. To appoint Internal Auditor to conduct periodical and concurrent audit;
 - v. To consider establishment or closure of academic or other units or programs or courses;
 - w. To submit the recommendations to the Governing Body regarding creation or abolition of posts for the categories of Teaching Staff, Administrative Staff and Technical Staff;
 - x. To define the functions, conditions of services, emoluments, selection criteria and process for

- the categories of Teaching Staff, Administrative Staff and Technical Staff;
- y. To approve the list of selected candidates for the posts of Teaching Staff, Administrative Staff and Technical Staff for appointments;
 - z. To specify the method of appointment to temporary vacancies and positions of all categories of staff;
 - aa. To provide approval for the appointment of Visiting Professors, Adjunct Professors, Emeritus Professors, Fellows, Consultants, Advisors, Artists, Writers, and determine the terms and conditions of such appointments;
 - bb. To frame the fee structure as per faculties to be lived from the students in consultation with Fee regulation Guideline as available from time to time from State Government
 - cc. To regulate and enforce discipline amongst the employees and students in accordance with the Statutes and Ordinances;
 - dd. To entertain, adjudicate upon, or redress the grievances of the employees and the students of the University who may, for any reasons, feel aggrieved;

6.3 The Academic Council

- (1) The Academic Council shall be consist of the Provost and such other member prescribed by the Statutes.
- (2) The Provost will be the chairperson of academic council
- (3) The Academic Council shall be a principal academic body of the University and shall, subject to provision of the Section 22 of the Act 2009, the Satutes, the Ordinances and the rules made thereunder, co-ordinate

and exercise general supervision over the academic policies of the University and statutes shall consist of the followings.

- a. The Provost;
 - b. The Chief Executive Officer (Ex-officio)
 - c. Director Academic as Member Secretary
 - d. Directors/Deans of the University;
 - e. Two eminent educationists from outside the University to be nominated by President/Vice-President;
 - f. One Member to be nominated by Sponsoring body
 - g. Senior Dean or Director shall be the Member Secretary of the Academic Council
 - h. Control of Examination (Ex-officio)
 - i. Chief Librarian or Informatics Centre Officer nominated by President/Vice President
- (4) The terms of nominated members shall be three years from the date of nomination;
 - (5) The Provost will be the chairperson of academic council in absences of Chief Executive officer
 - (6) A member may be re-nominated for the subsequent terms;
 - (7) A member may resign his/her office upon tendering a letter written by him/her, addressed to the Chairperson of Sponsoring body, but he/she shall continue in office until his/her resignation has been accepted by the Chairperson of Sponsoring body;
 - (8) The casual vacancies shall be filled up by nomination
 - (9) The meeting of the Academic Council shall be of two kinds, namely, ordinary and special,
 - (10) The Member Secretary shall, under the direction of the Chairperson, give not less than Seven days' notice of the date of an ordinary meeting, communicate to every member a preliminary agenda specifying the date, the place and the hour of the meeting and business to be

brought before the meeting; provided that the Board of Management or may consider any business which in its or his/her opinion is urgent before any meeting with shorter notice or without placing the same on the agenda.

- (11) The Academic Council shall ordinarily meet at least twice in an academic year;
- (12) The minutes of all proceedings of each meeting of the Academic Council shall be signed by the Chairperson of the meeting. The Member Secretor shall, under the direction of the Chairperson, communicate ordinarily within seven days after a meeting, a copy of the minutes of that Meeting so signed by the Chairperson to each member of the Academic Council. A copy of the minutes shall be submitted to the President or Vice President, who can refer back any subject decided for reassessment.
- (13) Minimum 40% members shall form a quorum for a meeting of the Academic Council; the members may participate in person or through teleconferencing or video conferencing or any other form of distance participation.
- (14) Special Meeting: The Chief Executive Officer or Provost may, whenever thinks fit, will convene a Special meeting of the Academic Council for the transaction of any urgent business.
- (15) Subject to the Provisions of the Act, Statutes, the Ordinances, and the Rules made thereunder, the Academic Council will administer and execute the following powers and functions:

7. To coordinate and exercise general supervision over the academic policies and to give directions to the University in relation to methods of Instruction, Training Assessment, Research and improvement of academic standards;

- a. To initiate measures to offer programs and courses to fulfil the objects of the University;
- b. To facilitate offer of academic programs in which employers are at the heart of curriculum design, implementation, internship, assessment and job placements;
- c. To deliver education via multiple modes - face-to-face teaching, hands on work, distance learning, e-learning and on-job-training as per program requirement;
- d. To enable learner-centric programs using modular approach with multiple entry-exit routes;
- e. To report and act on any such matter referred or delegated to it by the Governing Body or the Board of Management;
- f. To set the curriculum and devise syllabus for the programs and courses offered by the University;
- g. To publish books, journals, reports and electronic media material for instructional and research purposes;
- h. To encourage industrial research & development activities and programs and to direct for submission of reports on such issues from time to time;
- i. To take into consideration proposals submitted by the Institutes relating to instructional strategies, teaching facilities, faculty training etc.;
- j. To appoint committees and consider their reports on aspects related to admission, examination and such other activities;

- k. To acknowledge Certificates, Diplomas, Degrees, Courses and periods of study completed from other universities and statutorily recognised institutions & to award the status of equivalence in relation Certificates, Diplomas, Degrees or any part thereof of the University;
- l. To recognise the programs, courses and periods of study in Academic, Technical, Vocational and Professional streams conducted under statutorily established Boards, Councils, Sector Skill Councils and other statutory bodies and to award the status of equivalence in relation to the Certificates, Diplomas, Degrees or any part thereof of the University;
- m. To approve conferment of Certificates, Diplomas, Degrees and other Academic Distinctions on the basis of examination or any other method of evaluation;
- n. To make procedures for the award of fellowships, stipends, scholarships, medals and prizes, etc. and empower the Chief Executive officer or any other officer of the University to approve the eligible candidates for such awards;
- o. To prepare such forms and registers as are, from time to time, prescribed by the Rules and, in relation to academic matters to perform, all such duties and all such acts as may be essential for the proper carrying out the provisions of the Act, Statutes, Ordinances, Regulations and the Rules;
- p. To make recommendations to the Board of Management on-
 - a. Measures for improving standards of teaching, training, industrial research and examinations;
 - b. Institution of Fellowships, Studentships, Exchange Programs, Scholarships, Medals, Prizes, etc.;
 - c. Ordinances and Regulations involving the academic functioning of the University;

- q. To put forward from time-to-time procedures for organising and grouping basic and applied disciplines of study as Departments, Faculty of Study, Institutes, Institutes and the like;
- r. To finalize and approve internship protocol;
- s. To review the significance of industry related courses in three years frequency;
- t. To evaluate employers' submissions;
- u. To foresee alumni's suggestions;
- v. To outline from time to time, the requirement of laboratories in line with the courses offered or on introduction of new courses;
- w. To analyse performance and contribution of student counsellors and to formulate their career advancement plan;
- x. To formulate guidelines for computing credits from internship and club activities;
- y. To appoint Committees, consisting of such members as the Academic Council may deem fit to deal with any of the matters ordinarily dealt with by the Academic Council;
- z. To anticipate and approve the acts of the Academic Council and to put together subsequent Statutes of the University and place them before the Governing Body for its approval;
- aa. To consider and submit to the Government of Gujarat the approval of subsequent Ordinances made by the Academic Council and appropriated by the President.
- bb. To Prepare Annual Report containing:
 - a. A review of progress made in different spheres and steps taken towards the fulfilment of the objects of the University;

- b. The number and position of Teaching Staff, Administrative Staff and Technical Staff;
 - c. The number of students program-wise and course-wise;
 - d. Appointment of Dean and Professors;
 - cc. To approve formation/dissolution of students managed club and to allocate the fund for their functioning;
 - dd. To accept intra and inter university competitions, allocate funds and review its performance;
 - ee. To form activity specific committees comprising of officers and Institutes of the University and evaluate their performance;
 - ff. To represent as an appellate authority in respect of the matters arising from admission, discipline, conduct and academic performance of students;
 - gg. To exercise the trust area or Fundamental Principles of the NEP 2020 Policy.
 - hh. To act as appointing, terminating and disciplinary authority for all employees (Officers and Staff) excluding those falling within the purview of Governing Body;
- (16) The Academic Council will exercise such other powers and perform such other functions as may be conferred or imposed upon it by the Act, Statutes and Ordinances from time to time; and
- (17) If any urgent decision/actions which requires approval of Academic Council and the Meeting of Academic Council is not scheduled to be held in near future, with the permission of Chairperson, such business can be executed and approved by circulation of papers to the Members. Such business/transaction will be deemed to be approved on receipt of assent/approval from the majority of the members of Academic Council and the

same would be considered as having been approved by the Academic Council in its meeting.

7.1 The Research and Innovation Committee

- (1) The Research and Innovation Committee shall be the Principal Research and Innovation Committee of the University which shall provide the larger holistic vision of the kind of research to be undertaken by the University, including prioritization of the research areas.
- (2) The Constitution of the Research and Innovation Council shall be in accordance with Section 19 (d) of the Act 2009 and may follow the apex body guideline provided and update time to time.
 - a. Chief Executive Officer;
 - b. Provost;
 - c. Director or Dean as a Member Secretary;
 - d. Controller of Examination;
 - e. There shall be maximum Two external subject/ experts in the field of Higher and Professional education, to be nominated by the Chief Executive Officer or Higher Officer as per Organization Structure of the University
 - f. One members to be nominated by the Governing Body as Subject Expert;
- (3) The members of the Research and Innovation Council, other than ex-officio members, shall hold office for a term of three years from the date of their appointment or co-option, as the case may be and they will be eligible for re-nomination for another term.
- (4) Subject to the provision of the Act & Statutes, Research and Innovation Committee shall have the following powers and functions:

- a. To identify thrust areas of research in different disciplines
- b. To recognize & develop Global Research Centres to facilitate faculty research & case development on an international scale
- c. To focus on the research journals of various Institutes, faculty publications, academic papers, research articles, reports and books.
- d. To consider Development of case studies and case base teaching learning and collaborate with international case study publications.
- e. Research grants and contracts: To identify sources of research grants viz., consulting research, funding research and win research grants sponsored by Institutions and industry to carry out fundamental research. To focus on research funding for a varied range of team projects.
- f. Research events: To plan, organise and monitor Research Conferences, Colloquiums, Symposiums, Workshops and Seminars. Annual conferences, Business and Environment summits on specific issues
- g. Considering of proposal for Granting sanctioned Research centres, Academic Research centres in accordance with the regulations specified by the Academic Council.
- h. To define on feasible Research providing special attention on research focusing on sustainability practices and policies, sustainable economic and regional development, national and international research focusing on corporate social responsibility issues, theories and practices, research focusing on environmental resources, policies and their impacts, etc.

- i. Development of Innovation lab, Incubation centres, Learning Laboratories, Collaborating with Industry Innovation centres for further learning in research and teaching.
 - j. To identify the Inter-disciplinary and Trans-disciplinary studies
 - k. To prepare and guide execution of PhD and Post PhD Programs
 - l. To develop and implement IPR policy for knowledge creation and dissemination for viable development of the society
 - m. To Building Awareness on Intellectual Property Rights
- (5) The procedures to be followed by the Research and Innovation Committee instituted under this Statute shall, in making recommendations, be such as laid down in the Ordinances and update time to time;
 - (6) Shall recommend the draft Ordinance and regulations for admission to the Ph.D. programmes consistent with the Guidelines and the Regulations of the Government.
 - (7) Shall recommend guidelines for conduct of research leading to the award of the Ph.D. degree in various subjects consistent with the Guidelines and Regulations of the Government.
 - (8) Consider recommendation of the Deans of the Schools on the formation of the Doctoral Committee (DC), and the Departmental Research Committee (*DRC) for the PhD/Post-PhD students.
 - (9) Shall consider the Progress Reports of the Ph.D. students as recommended by the DRCs.
 - (10) Shall consider the Panels of the Examiners of the Ph.D. thesis as recommended by the DRCs and recommend to the Chief Executive officer/Vice Chancellor for appointment of the Ph.D. Thesis Examiners from the recommended panels.

- (11) Shall consider the Reports of the Ph.D. Thesis examiners for recommendation to the Academic Council for recommendation of the award of the Ph.D. degree.
- (12) Shall examine all research work of the University for ensuring compliance of the guidelines, Regulations of the regulatory bodies to ensure the standard and quality of research.
- (13) Shall supervise and monitor the Student Research Projects, Field Studies and Internship projects of the graduate and post graduate students consistent with the requirement of the prescribed guidelines, Regulations, etc., of the University and the regulatory bodies of the Government.
- (14) More than 50% of the members of Research and Innovation Committee shall form the quorum for a meeting.
- (15) Provost may co-opt members up to a maximum of three for a particular meeting for a special cause or expertise on the subject or for a precise agenda.
- (16) The Chairman of the Committee may invite any internal/external member as a special invitee based on the agenda of the meeting
- (17) Procedure at meetings: The procedure for conduct of meeting, admission of resolutions and amendments for the conduct of meetings of the Research and Innovation Committee shall, in general, be the same as that placed for the meetings of the Academic Council so far as it is pertinent.

7.2 Finance Committee

- (1) The Finance Committee of the University shall consist of the following members:
 - a. The President/Vice-president;
 - b. Chief Executive officer
 - c. The Provost;

- d. The Chief Finance and Accounts Officer (Member Secretary)
 - e. One person nominated by Board of Management having expertise in Finance;
 - f. One member of Governing Body having expertise of Finance;
- (2) The President or Vice-President shall be Chairperson of the Finance Committee; Provided that President may nominate
 - (3) The term of nominated members shall be three years from the date of nomination;
 - (4) 50% members of the Finance Committee shall form a quorum for the meeting.
 - (5) The Finance Committee shall meet at least twice a year to prepare budget to submit to the Board of Management and/or Governing Body for their approval and to examine the accounts and scrutinize the expenditure;
 - (6) Subject to the Provision of the Act, Statutes and Ordinances, and the control and supervision of the Governing Body & the Board of Management, the Finance Committee will govern and execute the following powers and functions:
 - a. To scrutinize the annual accounts and the financial estimations of the University;
 - b. To assess the financial status of the University from time to time and propose to the Board of Management regarding any action to be taken;
 - c. To make recommendations to the Board of Management on all schemes concerning raising of funds, receipts and disbursements;
 - d. To furnish strategies for investment of surplus funds;

- e. To recommend to the Board of Management on all proposals involving expenditure for which no provision has been made in the budget or for which expenses has been incurred in excess of the amount provided in the budget;
 - f. To consider all proposals regarding to revision of grades, enhancement of pay-scales and those items which are not included in the budget;
 - g. To fix the limits for the total recurring and non-recurring expenditure for the year based on income and resources of the University and to make sure that no excess expenditure of the limits so fixed is incurred by the University;
 - h. To formulate the purchase policy for procurement of various items/ goods and services;
 - i. To consider the internal audit report and implement the suggestions of the auditors, if feasible; and
 - j. To carry out such other powers and perform such other functions as may be conferred or imposed upon it by the Act, Statutes and Ordinances, Governing Body, Board of Management, and the Higher Officer as per Organization Structure of University
- (7) The procedures to be followed by the Finance Committee instituted under this Statute shall, in making recommendations, be such as laid down in the Ordinances;

7.3 Staff Selection Committees

- (1) The Selection Committee for appointment to the posts teachers and other academic staff in universities shall be made as per the UGC guidelines;

- (2) The appointment shall be made as per the UGC regulations on minimum qualification of teachers and other academic staff in universities and colleges and measures for the Maintenance of Standards in Higher Education, 2018 is to be referred and followed by the University.
- (3) The selection committee will consist -
 - a. Vice President or The Chief Executive officer
 - b. The Provost;
 - c. A nominee of the President from Governing body
 - d. A nominee of the President from Board of Management
 - e. Two nominees of the President as external subject experts;
 - f. Director-Human Resource (Administration & Enabling Functions);
- (4) The Selection Committee will make the recommendations to the Board of Management for appointment to the posts of Professors, Associate Professors, Assistant Professors, Lecturer, Heads of Institutions, Director, Head of Department and other Teaching Staff maintained by the University;
- (5) The Board of Management if is unable to accept the recommendations made by a Selection Committee, it shall record the reasons for such non-acceptance and defer the case to the President whose decision shall be final in the issue;
- (6) The Provost shall be the Chairman in case of absenteeism of Chief Executive Officer
- (7) The procedures to be followed by the Selection Committee constituted under this Statute shall, in making recommendations, be such as laid down in the Ordinances;

- (8) The Selection Committee for appointment to the posts of Officers among Administrative Staff and Technical Staff shall consist of -
 - a. Vice-President or The Chief Executive officer
 - b. The Provost
 - c. Registrar
 - d. Two nominee of the President;
- (9) The Selection Committee will make the recommendations to the Board of Management for appointment to the posts of Officers among the Administrative Staff and Technical Staff of the University;
- (10) If the Board of Management is unable to accept the recommendations made by a Selection Committee, it shall record the reasons for such non-acceptance and refer the case to the President whose verdict in the matter shall be ultimate;
- (11) The Provost shall be the Chairman in case of absenteeism of Vice President or Chief Executive Officer
- (12) The procedures to be followed by the Selection Committee instituted under this Statute shall, in making recommendations, be such as laid down in the Ordinances;

7.4 The Board of Studies

- (1) There shall be Boards of Studies formed in accordance with Section 19 (d) of the Act.
- (2) Each program shall have a Board of Studies and shall be formed by the Two. In specific cases, two or more Institutes can have one common Board as may be determined by the Provost and approved by Chief Executive Officer of University
- (3) The term of office of the constituted Board of Studies & its members shall be of three years.

- a. Dean or Head of Department of the of the concerned Faculty - (Chairman)
 - b. Two Nominees of the Provost and/or Chief Executive Officer (Director or Dean - in case of a Head as chairman)
 - c. One senior faculty of each specialization
 - d. One external expert of the related field to be nominated by the Academic Council.
 - e. One representative from Industry or Corporate Sector or Allied area practitioner
 - f. Chief Executive officer or Provost may co-opt members as a Special Invitee with the consent of the Chairman up to a maximum of three for a particular meeting depending on the proficiency required for the agenda.
- (4) Procedure at meetings: The procedure for conducting the meeting, admission of resolutions and amendments of the Board of Studies shall, in general, be the same as that laid down for the meetings of the Academic Council so far as it is applicable.
- (5) Subject to the complete control and administration of the Academic Council, the functions of a Board of Studies shall be to take in to account the introduction of new courses/programs and research under the faculty.
- a. To devise and upgrade the structure and content of the program/course to be instituted under the faculty.
 - b. To prepare and endorse the structure and content of the program/course of the faculty, in accordance with the directions of the Academic Council;
 - c. To approve the detailed syllabus in accordance with the program/course structure on the advice of Faculty Board of the Department.

- d. To propose to the Provost; names of course writers, examiners and moderators for different courses on the proposal of the Deans of the Faculty prepared in consultation with the Professors of the disciplines assigned to the faculty;
- e. To formulate proposals for orientation programs for course writers in collaboration with other Institutes;
- f. To articulate proposals for orientation programs/summer internships for faculties/tutors/counsellors for nurturing the faculties in their respective domain.
- g. To frame general instructions for counselling of students for different Programs;
- h. To review methodologies adopted for preparation of educational materials for the courses in the disciplines assigned to the faculty, to evaluate the educational material, and to endorse suitable recommendations to Academic Council;
- i. To evaluate, from time to time, the courses already in practice with the support of external experts/alumni, if necessary, and to recommend such changes in the courses, as may be required;
- j. To assess the facilities of the Study Centres and arrangements for Laboratory/ field work periodically, as may be determined by the faculty;
- k. To perform all other functions, which may be prescribed by the Act, the Statutes, the Ordinances and to consider all such matters, as may be referred to it by the Board of Management, the Academic Council, or the Authority of the University from time to time;

(6) The Board Studies shall meet, as and when necessary, but shall meet at least 2 times in a year. Fifty

percent of the total membership of the Board shall form a quorum for a meeting.

- (7) All decisions of academic nature shall be included in the agenda for effective academic planning and delivery.

7.5 The Examination and Evaluation Committee (EEC)

- (1) The Chief Executive officer and Provost of the University shall constitute an "Examination Committee" in accordance with the provisions of the Statutes of the University. The Examination Committee shall consist of the following, namely

- Controller of Examination - as a Chairperson
- Two Deans/Directors/Faculties nominated by Chief Executive officer-as a Members
- Head/s of Department nominated by the Provost - as a Members
- The Registrar - as a Convener

- (2) The Chairperson of the committee may co-opt any other internal or external faculty to the committee for a specific agenda or meeting with approval of Provost.

- (3) The Examination Committee shall be responsible for the following activities:

- a. Scheduling of the Examination Calendar
- b. Identifying the place(s) for conduct of the examinations
- c. Determination of the subjects to be examined - in consultation with the Academic Council.
- d. Resolving the eligibility of the students for taking up the examination in consultation with the Academic Council.
- e. Preparation of list of Examiners.
- f. Determining the eligibility of Examiners.

- g. Appointment of the Paper Setters.
 - h. Ascertaining the pattern of examination.
 - i. Scrutiny of the question paper
 - j. Determination of the content of the examinations.
 - k. Evolving method for conducting the examinations.
 - l. Provision of guidelines for the Examiners (Paper setters)
 - m. Listing guidelines for the Invigilators.
 - n. Articulating guidelines for the Tabulators, Moderators and Evaluators.
 - o. Formulating guidelines for remuneration to be paid to the Examiners, Invigilators, Tabulators, Moderators and the Evaluators.
 - p. Approval of the budget for the examinations.
 - q. Provision of guidelines for the students taking up the examinations.
 - r. Framing of policies for disciplinary action in case of cheating and malpractice by the students / Invigilators and the Evaluators.
 - s. Conduct of online examinations.
 - t. Handling Appeal
 - u. Reviewing Examination Results
 - v. Providing Feedback and Improvement
 - w. Maintaining Records:
 - x. Communication with Students:
 - y. Use of Technology / Software packages in conduct of examination & evaluation process.
- (i) The examinations Committee shall meet at regular intervals before & after the examinations and shall make all necessary arrangements for the smooth conduct of examination.
 - (ii) The Controller of Examination shall be responsible for the overall supervision of the examination processes and shall place before the

subsequent meeting of the Board of Management and Academic Council, the report of compliance with all the directions and stipulations for the conduct of examinations.

(iii) The Examinations Committee shall provide the necessary directions on conduct of examinations at the campus, off-campus, and online education programs of the University.

(iv) The Examination Committee shall document the Exam Manual to provide the standard operating procedure for smooth conduct of exam for all University examinations.

(4) Evaluation and Moderation Committee;

The Provost of the University in consultation with the Chief Executive Officer and applicable regulatory body shall constitute an "Evaluation Committee" in accordance with the Statutes of the University.

a) The Evaluation and Moderation Committee shall consist of the following, namely

- Controller of Examination - Chairperson
- Two Deans/Directors/Faculties nominated by Chief Executive officer-as a Member
- Heads of the Department nominated by the Provost - as a Member
- Registrar - as a Convener

b) The Evaluation and Moderation Committee shall be responsible for the following:

- To compile the results of the examinations
- To stimulate conditions for re-examination of specified students or in specified courses
- To prepare the calendar for declaration of results, award of marks memoranda, award of

Certificates or Degrees and for the re-examination.

- Resolving disputes relating to the examinations
- To document the Evaluation Process Manual to be furnished for standard operating procedure.

(5) The Controller of Examination after the approval of Provost and Chief Executive Officer shall announce the results in conformity with the recommendations of the Evaluation and Moderation Committee, and the cases of dispute with reference to evaluation shall also be referred to Evaluation and Moderation Committee and the decision of the committee shall be final. The appeal lies only with the Provost in absence of Chief Executive Officer.

7.6 Other Authorities as may be specified (Section 19(d) of the Act)

(1) The Chief Executive Officer of the University, in consultation with the Higher Officer as per Organization Structure of University, may appoint as many Standing or Special Committees as it may consider fit, and may allocate tasks to such Committees for safeguarding proper administration of the University. There shall be provision for establishment of the following committees.

- (i) Committee on Discipline / Grievances Redressal Committee
- (ii) Core Teaching and Learning Committee
- (iii) Training and Placement Committee
- (iv) Admission and Promotion Committee
- (v) Staff & Student Welfare Committee
- (vi) Library Committee
- (vii) Cultural & Sports Committee
- (viii) University Hostel & Campus Management Committee

- (ix) Internal Quality Assurance Cell
- (x) Planning and Development Committee
- (xi) Academic Audit Committee
- (xii) Anti-Ragging Committee
- (xiii) Women Harassment and Prevention Cell
- (xiv) Alumni Association

(2) The scope, duties, and responsibilities shall be specified from time to time.

(3) Any subject/terms of reference entrusted to it subject to ensuing confirmation by the authority appointing it.

(4) The Provost in case of absent of Chief Executive Officer; in consultation with the President, may consider any other Statutory or Non-Statutory Committee as deemed necessary.

(5) The Chief Executive Officer or Provost at the suitable time, by a resolution in a duly conducted meeting, and/or In accordance with the directions of the Governing Body or Board of Management shall appoint Standing Committees or Ad- hoc Committees, and / or enquiry committees by defining -

- (i) The purpose of appointment,
- (ii) The constitution,
- (iii) The tenure of the committees,
- (iv) The financial budget,

Committee appointed under clause (a) of this Section may deal with any

- (i) The procedure to be adopted,
- (ii) The terms of reference of the committee,
- (iii) The remuneration payable to the members of the Committee,
- (iv) The facilities to be acquired, and

- (v) Other affairs pertinent or supplementary to complete the intent for which it is appointed.
- (6) The Committees so appointed shall exercise their powers and functions within the delegated power. Neither the University nor the Governing Body, nor the Board of Management or Academic Council shall be liable for the authority or powers used outside the scope of delegation by such committee.
- (7) Such Committees shall be consequentially dispersed on completion of their term or after completion of the tasks assigned to them by the authority appointing them, unless extension in the tenure is granted by the said author.

8. Institutes/Departments/Centres

- (1) There shall be the different Institute/department/centres in the university as per the Section 27(1) (d) of Gujarat Private Universities Act 2009
- (2) The University shall have the following Institutes of studies:
- a. Gyanmanjari Institute of Technology
 - b. Gyanmanjari Diploma Engineering College
 - c. Gyanmanjari Pharmacy College
 - d. Gyanmanjari College of Computer Application
 - e. Gyanmanjari Institute of Science
 - f. Gyanmanjari Institute of Marine Engineering and Nautical Science
 - g. Gyanmanjari Institute of Management Studies
 - h. Gyanmanjari Institute of Hotel Management
 - i. Gyanmanjari Institute of Design
 - j. Gyanmanjari Institute of Skill and Vocational Education
 - k. Gyanmanjair Institute of Architecture

- l. Gyanmanjari Institute of Commerce
- m. Gyanmanjari Institute of Arts
- n. Gyanmanjari Institutes of Social Sciences & Humanities
- o. Gyanmanjari Institute of Education
- p. Gyanmanjari Institute of Physical Education
- q. Gyanmanjari Institutes of Agriculture & Technology
- r. Gyanmanjari Institutes of Law
- s. Gyanmanjari Institutes of Ayurveda and Hospital
- t. Gyanmanjari Institutes of Homoeopath and Hospital
- u. Gyanmajari Institutes of Fine Arts and Performing Arts
- v. Gyanmanjari Institutes of Medical Science & Health Care
- w. Gyanmanjari Institute of Nursing
- x. Gyanmanjari Institute of Physiotherapy
- y. Gyanmanjari Institutes of Visuals and Communications
- z. Gyanmanjari Institute of Aviation
- aa. Gyanmanjari Institute of Research
- bb. Gyanmanjari Institute of Graphics and Animation
- cc. Gyanmanjari Institutes of International Studies

The Board of Management, on the recommendation of the Academic Council, may create additional Program or Programmes, merge two or more existing Institutes and withdraw Institutes. The Programmes or Centres shall be established phase wise in accordance with Academic planning by the Board of Management, on the recommendation of the Academic Council.

- (3) The University shall have the following Centres of Studies/ Departments to support the academic Institutes, namely:
- a. Centre for Institute- Industry Relations.
 - b. Centre for Scientific Research & Technology Collaborations
 - c. Centre for Online & Continuing Education

- d. Centre for Startups and Entrepreneurial Studies
- e. Centre for Faculty Development & Leadership
- f. Centre for Vocational Education, Social Innovation & Skill Development
- g. Centre for Inter & Trans-disciplinary studies.
- h. Centre for Teachings in Professional Ethics and Human Values

(4) Provided that The President may advice the Vice President or Chief Executive officer or Provost for establishment of centre / realignment of centres in the interest of the University

9. Teachers of the University and other Academic and Administrative staff and their emoluments

(Under Section 26(1) (d) of Gujarat Private Universities Act 2009)

9.1 Appointments of Teachers

Salaried employees of the University appointed as Professors, Associate Professors, Assistant Professors, Research Associates, Teaching Associates, Lecturer, Teaching Assistant or other teachers (includes any academic designations as defined by any regulatory bodies or the University) of the University shall be created by the Board of Management on recommendations of the Provost and Chief Executive Officer.

All appointments to the recognized teachers shall be made in accordance with the as per the UGC guidelines and time to time amendment in it.

Teaching positions shall be advertised in at least one leading National Dailies and one leading Local daily News. The University Website as per the norms prescribed by the UGC or any other Regulatory Body or Executive Council for

wide circulation. The details of advertised post(s) shall be provided on the University Website.

- (1) A Screening Committee consisting of three members, appointed by the provost in concurrence with Chief Executive officer; shall screen all the applications and prepare a summary of all the candidates satisfying the criteria as approved by the vacancy approving authority, and to be called for the interview. Also, a list of candidates not shortlisted and not to be called for the interview shall also be prepared separately giving the reasons for the rejection.
- (2) Summary of all the screened applications shall be made available to the Selection Committee at the time of interview.
- (3) The Selection Committee formed as per statutes of University clause 6.6.1
- (4) The Chairman of Selection Committee shall forward the recommendation to the Board of Management for approval as applicable.
- (5) All appointments to teaching posts shall be approved by the Chief Executive officer and Provost and reported during next meeting of the Governing Body.
- (6) In addition to full-time teachers, the Chief Executive officer and Provost may also decide to engage teachers for a fixed term/ part time on contractual basis for short durations.

9.2 Special mode of Appointment

Notwithstanding anything contained in Statute/manual, the President may invite a person of high academic distinction and professional attainments to accept a post of Professor or any other equivalent academic post in the University on such terms and conditions as it deems fit.

- (1) The Provost may appoint a teacher or any other academic staff working in any other University or organization for undertaking a joint project/collaborative research/consulting research in concurrence with Chief Executive officer.
- (2) The Provost in consultation with Chief Executive officer, with the concurrence of the President, may appoint a Foreign Faculty, Adjunct faculty for a specific period or for a particular project on such terms and conditions, as may be specified.

9.3 The conditions of service of employees including provisions for retirement benefits, insurance and provident fund, the manner of termination of service and disciplinary actions

- (1) There shall be Faculty HR manual governing the HR issues of faculty and other teaching staff which details from manpower planning process, recruitment process to increments, promotions, recognitions, job responsibilities, accountability and other disciplinary matters. The University shall also adopt certain provisions under UGC Regulations and also provisions under other respective regulatory bodies in this regard wherever applicable.
- (2) Every teacher and salaried officer and such other employees, as are mentioned in the Statutes, shall be appointed under a written contract on such terms and conditions as may be agreed to between parties which shall be lodged with the University, and a copy thereof shall be furnished to the officer or teacher or employee concerned.
- (3) Subject to the conditions laid down in the ordinance, the terms and conditions of service shall be made in

the form of service rules and approved by the Executive council. It should cover all the conditions as would be applicable to an employee and would generally include, but not restricted to following

- (i) Personnel policies
- (ii) Pay & Allowances rules
- (iii) Traveling Rules.
- (iv) Leave Rules:
- (v) Policy covering health and wellbeing/medical/Insurance
- (vi) Policy on Loans and Advances
- (vii) Honorarium and Schedule of payment
- (viii) Appraisal and Career progression
- (ix) Gratuity, Provident fund Policy
- (x) Recruitment norms
- (xi) Ethics policy and code of conduct
- (xii) Policy on Sponsored Projects and Consultancy
- (xiii) Policy on dealing with Sexual Harassment at work places [I]
[SEP]
- (xiv) Discipline Policy

9.4 Retirement age of Recognized Teachers

A person appointed as the recognized teacher of the University shall be entitled to be in the service of the University until they complete the superannuation that may be stipulated from time to time subject to the specification as may be notified by the respective regulatory bodies.

9.5 Appointment of other Academic and Administrative staff

- (1) The Selection Committee formed as per statutes of University clause 6.6.2 with approval of President or Vice-president. The Selection Committee shall

recommend to the Board of management the names, arranged in order of merit, if any, of the persons whom it considers suitable for the posts.

- (2) After the approval of Selection Committee's recommendation by the President or Vice president; appointment letters will be issued by Chief Executive Officer or Provost.

9.6 Terms and conditions of service and code of conduct of the teachers and other academic staff of the University

- (1) All the teachers and other academic staff of the University shall, in the absence of any agreement to the contrary, be governed by the terms of appointment and conditions of service and code of conduct as are specified in the Statutes or Ordinace, the Faculty HR manual and the Notifications
- (2) The emoluments of members of the academic staff shall be such as may be prescribed.
- (3) Every teacher and other member of the academic staff of the University shall be appointed on offer of appointment letter, the form of which shall be prescribed.
- (4) A copy of every offer of appointment referred to in above clause 8.6(3) shall be deposited with the Registrar.

10. Funds of University

(Under Section 36 and 37 of Gujarat Private Universities Act 2009)

10.1 Endowment Fund

- (1) The sponsoring body of University shall establish an Endowment fund as per section 36(1) of Act 2009.

- (2) The Endowment fund shall be utilized and amount shall be invested as per section 36 (3), (4) and (5) of Act 2009.

10.2 General Fund

10.2.1 Establishment of General Fund

The general fund for the University is created by,

- (i) Fees and other charges received by the University,
- (ii) Contribution from the Sponsoring Body,
- (iii) Income received from Consultancy, Testing and other work undertaken by the University as per its objectives,
- (iv) Trusts, Bequests, donations, endowments and other grants from Govt. and NGOs,
- (v) All other sums received by the University.

10.2.2 Application of General Fund

The General Fund shall be utilised as per section 38 of Act 2009, Provided that no expenditure shall be incurred by the University in excess of the limits for the total recurring and total non-recurring expenditure for the year, as approved by Board of Management.

11. Accounts, Audit and Annual Reports of University

(Under Section 39 and 40 of Gujarat Private Universities Act 2009)

11.1 Annual Accounts

- (1) The accounts of the University shall be maintained in the name of the University
- (2) The first accounting period of the University shall end on March 31, 2023. The subsequent accounting periods will be of duration of 12 months commencing on 1st April of that year and ending on 31st March of the following year.

- (3) The University shall maintain day to day accounts reflecting all the income and expenses of the various departments, divisions, campuses of the University.
- (4) The Chief Finance and Accounts officer will prepare the annual accounts, Income and Expenditure account, receipts and payments account and the balance-sheet of the University under the direction and concurrence of the same to the Board of Management and/or Governing body.

11.2 Audit of Accounts

- (1) An annual audit to be carried out by Chartered Accountant appointed by the University for the same in each year.
- (2) The maintenance of the accounts and the auditing of the accounts shall be as per the provisions of the Income-tax Act and also as per the guide lines of the Accounting standards of the Institute of Chartered Accountants of India.
- (3) The President may appoint Internal Auditors to conduct periodical and concurrent audit to report the findings to the Chief Executive officer and/or Provost

11.3 Annual Report

The Annual Report of the University will be prepared by the University which shall include among other matters, the steps taken by the University towards the fulfilment of its objects and shall be submitted to the Government of Gujarat.

12. Miscellaneous

12.1 Award of Degrees, Diploma and Certificates

- (1) Award of degrees, diploma and certificates shall be issued to the candidates under the seal of the University and signed by the President/Vice President of the University and shall be presented to the successful candidate on the date of convocation or at a function that may be arranged.
- (2) Issue of Duplicate Degree, diploma and certificates: A duplicate certificate shall not be granted except in cases which on the Recommendation of the Controller of Examination, the Provost and/or Chief Executive Officer is satisfied on the production of an affidavit signed before a magistrate or otherwise that the applicant has lost or otherwise destroyed. In such cases, a duplicate super scribed certificate duly signed by the Controller of Examination shall be issued on payment of fee as may be stipulated from time to time.
- (3) Issue of Provisional Certificate: Any candidate, who has been successful in the final degree/diploma examination and completed all the requirement for award of a degree, may apply for a Provisional Certificate till such time the convocation is held. The Controller of Examination shall issue a provisional degree certificate to the applicant.

12.2 Program Regulations

On the recommendations of the respective Board of Studies of the Departments, the Academic Council shall approve the program regulations, which provides the policies and process from admission to convocation of each program as may be follow by ordinance time to time.

12.3 Convocation

- (1) Convocation for conferring its degrees, diplomas, and other academic distinctions shall be held in such manner as may be specified in Regulations by the University. The Controller of Examination shall coordinate the activities of the convocation in consultation with Registrar, Provost and Chief Executive Officer along with the Board of Management;
- (2) A special Convocation to award Honorary Degrees/Academic distinctions to distinguished persons may be held by the University with the prior approval of the President;
- (3) The Chief Executive officer and Provost shall frame Regulations relating to the format of the Degree and Diploma, Documents, Certificates and Citations, their text, issuance of these documents in absentia, duplicate degree and procedure for holding convocation; and
- (4) Where the University does not find it convenient to hold the convocation in accordance with Statutes and/or ordinance, the degrees diplomas and other academic distinctions may be handed over personally or dispatched to the candidates concerned by registered post.

12.4 Honorary Degrees

- (1) The Board of Management may, on the recommendation of the Academic Council and by a resolution passed by a majority of not less than fifty percent of the members present and voting, make proposals to the President for the conferment of honorary degrees to be awarded to people of eminence or their exceptional contribution in various fields.

- (2) Provided that in case of emergency, the Board of Management may, on its own motion, make such proposals.
- (3) The Honorary degree shall be conferred only at Convocation and may be taken in person or in absentia.
- (4) The President shall sign the Degree for an Honorary Degree.

12.5 Withdrawal of Degree, Diploma, Certificate and other Academic Distinctions

- (1) The Board of Management on the recommendation of the Academic Council may approve withdrawal of any Distinction, Degree, Diploma or privilege conferred on or granted to, any person.
- (2) The Academic Council on approval of Board of Management may, by a special resolution passed by a majority of not less than two-thirds of the members present and voting, recommend withdrawal any Degree of Academic Distinction conferred on, or any Certificate of Diploma granted to, any person by University for good and sufficient cause like if such a person has been found to have obtained such a Degree or Diploma or Certificate-fraudulently or has obtained admission through a false caste certificate or any other reason after investigation:
- (3) Provided that no such resolution shall be passed until, a notice in writing has been given, calling upon him to show cause within such time as may be specified in the notice as why such resolution should not be passed and until his objections, If any, and any evidence he produce in support of them have been considered by the Academic Council.

- (4) A copy of the resolution passed by the Academic Council shall be immediately sent to the person concerned.
- (5) Any person aggrieved by the decision taken by the Academic Council may appeal to the President within thirty days from the date of receipt of such resolution.
- (6) The decision of the President on such appeal shall be final.

12.6 Maintain of discipline between employees or students of the University

All powers relating to the maintenance of discipline and disciplinary action in relation to the students of the University shall vest in the Provost and/or Higher Officer as per Organization Structure of University. There shall be a Disciplinary committee of the University to assist the Provost in the exercise of the powers referred to in 6.9(1) of this statutes, who shall be appointed by the Chief Executive officer or President

- (1) Without prejudice to the generality of his/her powers relating to the maintenance of discipline and taking such action, as may seem to him appropriate for the [i] maintenance of discipline, the Provost or Higher Officer as per Organization Structure of University may, in exercise of such powers, by order, direct that any student/employee or students/employees be expelled or rusticated/ terminate, for a specified period, or be not admitted to a course or courses of study in a Constituent Institution or Department or a Program or Faculty of the University for a stated period, or be punished with fine for an amount to be specified in the order, or be debarred from taking an examination or examinations conducted by the

Institution or Department or a Program or Faculty of the University for one or more years, or that the results of the student or students concerned in the examination or examinations in which he or they have appeared be cancelled.

- (2) The Heads or Deans or Directors of Department/Institutes of the University shall have the authority to exercise all such disciplinary powers as may be specified over the students in their respective Colleges, Institutions, Institutes and teaching Departments in the University, as may be necessary for the proper conduct of such Colleges, Institutions, Programs and teaching Departments.
- (3) The Heads/Deans/Directors of Institutions, Deans/Directors of Institutes and Heads of teaching Departments in the University may also make such supplementary rules as they deem necessary for the purposes stated therein.
- (4) At the time of admission, every student shall be required to sign a declaration to the effect that he/she submits himself/herself to the disciplinary jurisdiction of the University and as may be notified by the UGC/State Govt. in this regard.
- (5) The provision regarding the disciplinary action against the student shall be defined in ordinance and update time to time.
- (6) More over the grievances between employees shall be treated as per the guidance provided by government and update time to time.

12.7 Resignations

Any member, other than an ex-officio member, the Governing Body, the Board of Management, the Academic Council or any other authority of the University or any

Committee/Board/Council of such authority may resign by letter addressed to the Registrar and the resignation shall take effect as soon as such letter is accepted by the President or in his/her absence, the Vice President forwarded through proper channel.

12.8 Terms and conditions of service and code of conduct of non-teaching staff of the University

All the non-teaching staff of the University, other than the teachers and other academic staff, shall, including technical staff, in the absence of any contract to the contrary, be governed by the terms and conditions of service and code of conduct as are specified in the Staff HR Manual.

12.9 Disqualification

- (1) A person shall be disqualified for being chosen as, and for being, a member of any of the authorities of the University;
 - (1) If he/she is of unsound mind,
 - (2) If he/she is discharged/insolvent,
 - (3) If he/she has been convicted by a court of law of an offence involving moral turpitude and sentenced in respect thereof to imprisonment for not less than six months.
 - (4) He is conducting or engaging himself in private coaching with or without pecuniary gain.
 - (5) He has been punished for indulging in or promoting unfair practise in the conduct of any examination, in any form, anywhere.
- (2) If any question arises as to whether a person is or had been subjected to any of the disqualifications mentioned in 11.9(1) of these statutes, the question shall be referred to the President and his/her

decision shall be final and no suit or other proceeding shall lie in any civil court against such decision.

- (3) No act or proceedings of any Authority of the University shall be invalid merely by reason of any vacancy in or defect in the constitution of any authority or body of the University

12.10 Acting Chairman of meetings

Where no provision is made for a President or Chairman to preside over a meeting of any authority of the University or any Committee of such authority or when the President or Chairman so provided for is absent, the members present shall elect one from among themselves to preside at such meeting.

12.11 Admission Policy

- (1) Admission to various programmes shall be governed as prescribed in the ordinance frame for the concerned subjects
- (2) The University may conduct its own entrance test, if necessary or may utilized the list of results of such examinations or test conducted by different state or National Professional Bodies
- (3) The university may admit the students on the basic of merit, wherever entrance test is not essentially required
- (4) The university follow the reservation guidelines as per the prevailing government norms instructed from time to time, Provided further that in case seats allotted under reserved categories remain vacant, the seats shall be converted into general categories and offered to the candidates of general category

- (5) The number of seats in different Programmes for an academic year shall be determined by the Board of Management in consultation with the Governing Body and Academic Council and considers appropriate to consult.
- (6) As an when necessary the guidelines of the different regulatory bodies of State or Central government shall be taken into the consideration
- (7) The admission in professional and technical courses shall be made through an entrance test. Provided that the admission in professional educational colleges or institutions of the University shall be governed under the provisions of the Gujarat Professional Technical Educational Colleges or Institutions (regulation of Admission and Fixation of Fees) Act, 2007, Admission Committee for Professional Courses(ACPC), Admission Committee for Professional Diploma Courses(ACPDC) and the Gujarat Professional Medical Educational Colleges of Instates (Regulation of Admission and Fixation of Fees) Act, 2007
- (8) The procedures to be followed for the admission and related policy instituted under this Statute shall, in making recommendations, be such as laid down in the Ordinances and update time to time;

12.12 Alumni Association

- (9) There shall be an Alumni Association for the University.
- (10) The subscription for membership of the Alumni Association shall be prescribed by the Manual/Notification.
- (11) No member of the Alumni Association shall be entitled to vote or stand for election unless he has been a member of the Association for at least one year prior to the date of election and is a degree holder of the University. Provided that the condition relating to

the completion of one year's membership shall not apply in the case of the first election.

12.13 Students' Council

- (1) There shall be constituted in the University, a Students' Council for every academic year, consisting of -
 - a. The Dean/Director, Institute of Academic shall be the Chairman of the Students' Council;
 - b. Five students to be nominated by the Academic Council on the basis of merit in studies, sports, activities and all round development of personality on the recommendation of the Deans/Heads/Directors of each Institute.
- (2) Provided that any student of the University shall have the right to bring up any matter concerning the University before the Students' Council if so permitted by the Chairman, and he shall have the right to participate in the discussions at any meeting when the matter is taken up for consideration.
- (3) The functions of the Students' Council shall be to make suggestions to the appropriate authorities of the University in regard to the programs of studies, students' welfare and other matters of importance, in regard to the working of the University in general and such suggestions shall be made on the basis of consensus of opinion. The Students' Council shall meet at least once in an academic year preferably in the beginning of that year.
- (4) The procedures to be followed for Students' Council instituted under this Statute shall, in making recommendations, be such as laid down in the Ordinances and update time to time;

12.14 Scholarships and Fellowships

- (1) The University offers the following scholarships from the sponsoring body to the following: as per the act 29(1-d)
 - a. Merit based scholarships
 - b. Scholarships to the meritorious performance in sports
 - c. Further, the Govt. of Gujarat offers scholarships/fee reimbursements to the socially backward students. The University proposes to institutionalize the award of fellowships to research scholars and the procedure of such award shall be detailed in ordinance.
- (2) Fellowships: The Board of Management may in consultation with the appropriate authorities of the University's institute Fellowships and Chairs for conducting research.
- (3) The procedures to be followed for Scholarship and Fellowship instituted under this Statute shall, in making recommendations, be such as laid down in the Ordinances and update time to time.

12.15 Fees and Other Charges

- (1) The Concerned Board of Studies/Institute shall suggest to the Academic Council the fees and other charges to be paid to the University and for the courses, training, facilities and services provided by it and on the advice of the Academic Council, the Board of Management and Governing Body shall approve the rules from time to time.
- (2) All the programmes in the University will run on self-finance mode. The Component of fees may be more and vary from course to course and shall be decide by the

Government Body/Board of Management/Academic Council for each Course from time to time.

- (3) The Governing Body or Board of Management can also propose minor changes in the fee structure.
- (4) The Fees for the courses wherever required shall be in conformity with those proposed by the concern regulatory body.
- (5) The fees structure of various courses and provision of exemption from tuition fess shall be decide by governing Body for time to time.
- (6) Scholarship and Fellowships recommended shall be in the accordance with the fees regulatory Committee and Regulation of Admission and Fixation of Fees Act 2027 and policy of Board of Management and Governing Body of the University
- (7) The procedures and amount be followed for fees and other charges instituted under this Statute shall, in making recommendations, be such as laid down in the Ordinances and update time to time.
- (8) The fees and other charges to be paid to the University for the Courses, Training, Facilities and Services offered by it shall be as follows:

1	Enrolments Fees
2	Professional Regulatory Charges per year
3	Identity Card
4	Duplicate ID Card
5	Internal /External Examination Fee
6	Re-Assessment Fee (Per Subject)
7	Re-Checking Fee (Per Subject)
8	Answer Sheet Viewing Fee (Per Subject)
9	Duplicate Mark Sheet
10	Transcript Fees
11	Migration Certificate

12	CGPA to Percentage Certificate
13	Backlog Certificate
14	Rank Certificate
15	Student Bonafide Certificate
16	Convocation
17	Language Certificate
18	Fee for LOR (Per LOR)
19	Hostel Fee (Lodging & Boarding & Laundry) (Per Semester)
20	Transfer Certificate
21	Entrance Examination fees
22	Tuition Fees
23	Transportation Fees
24	Library Fees
25	Laboratory Fees
26	Internet Fees
27	Dress Code /Uniform Fees
28	Industry Academic Tour Fees
29	Summer Training Fees
30	Skill Development Program Fees
31	Finishing School Fees
32	Sport / Yoga and Meditation Fees
33	Cultural or Co-Curricular Fees
34	Student's welfare fees
35	Penalties
36	Extra Classes Fees
37	Change of Name in document fees
38	Alumni fees
39	Collegiate Women Development Council Fees
40	Medical/Group Insurance Fees
41	Language Fees
42	Development / Amalgamated Fund
43	Study Material Fees
44	Compliance Fees
45	Any other(s)

12.16 Collaboration with Indian and Foreign Universities

The University shall have collaborations with Indian and Foreign Universities/ Institutions, Industry, professional bodies subject to the provision of the Act and prior approval of the UGC, state/central Govt. or any other regulatory body as an where applicable shall be followed and be made in the following areas.

- (i) Emerging knowledge areas
- (ii) The best educational practices
- (iii) Academic Programs
- (iv) Collaborative Research, Publication and IPR
- (v) International Experience Program for Students
- (vi) International Experience Program for Staff Members
- (vii) Faculty Exchange
- (viii) Student Exchange
- (ix) Technology relevance in academic delivery
- (x) On any other innovative areas/practices
- (xi) Industry designed curriculum for the Programs
- (xii) Industry devised curriculum for the Programs and delivery
- (xiii) Any other as may be ascertained from time to time.

The President or Vice President on the recommendation of the Chief Executive Officer and/or Provost, shall take a decision on the viability of such collaborations.

12.17 Private Partners

- (1) Private Partners shall include any Individual, Organization, Industry, Trust, Association of persons, Corporate, Private And Public Limited Companies, Funding bodies, Venture Capitalists, which invests and/or supports substantially in the corpus, new projects, research and development, laboratory

infrastructure/up gradation and creating Chair professorships in the University.

- (2) The investment may be in the nature of monetary, intellectual property and development of physical and academic infrastructure. The University at its discretion as decided by the President or Vice President can remunerate the private partners as deemed.

12.18 The Delegation of powers entrusted to the Authorities of the University

- (1) Subject to the provisions of the Act, any officer or authority of the University may delegate his or its powers to any other officer or authority or person under his or its respective control and subject to the condition that overall responsibility for the exercise of the power so delegated shall continue to vest in the officer or authority delegating such powers.
- (2) Such delegation of power shall be notified and approved by the Governing Body and Board of Governance.

12.19 Residence condition for membership and office

- (1) Notwithstanding anything contained in the Statutes, a person who is not ordinarily resident in India shall not be eligible to be an officer of the University or a member of any authority of the University, however such person can be appointed on honorary basis in an advisory capacity.
- (2) Notwithstanding anything contained in (a) above, the President on the Recommendation of the Vice President, Chief Executive Officer or Provost, in exceptional cases, appoint a person not resident in India for a fixed tenure.

12.20 Membership of authorities by virtue of membership of other bodies

Notwithstanding anything contained in the Statutes, a person who holds any post in the University or is a member of any authority or body of the University in his/her capacity as a member of a particular authority or body or as the holder of a particular appointment shall hold such office or membership only for so long as he/she continues to be a member of that particular authority or body or the holder of that particular appointment, as the case may be.

12.21 Interpretation

In the event of conflict of opinion with regard to the interpretation of the Statutes and Rules and Regulations of this University, the decision of the Governing Body on interpretation shall be final and binding.