Point-2

THE SECOND 13 SCHEDULE
(See section 27)
THE STATUTES OF THE UNIVERSITY

The Chancellor

1. (1) The Chancellor shall be appointed by the Visitor of the Babasaheb Bhimrao Ambedkar University recommended by the Board of Management from amongst persons of eminence in the academic or public life of the country.

Provided that if the Visitor does not approve of any of the persons so recommended, he may call for fresh recommendations from the Board of Management.

(2) The Chancellor shall hold office for a term of five years and shall be eligible for reappointment.

The Vice-Chancellor

2 (1) The Vice-Chancellor shall be appointed by the Visitor from a panel of not less than three persons who shall be recommended by a Committee as constituted under clause (2)

Provided that if the Visitor does not approve of any of the persons included in the panel, he may call fora fresh panel

(2) The committee referred to in clause (1), shall consist of three persons, none of whom shall be an employee of the University or a member of the Board of Management, Academic Council, member of any authority of the University or connected with an institution associated with the University and out of the three persons, two shall be nominated by the Board of Management and one by the Visitor and the nominee of the Visitor shall be the convener of the Committee

(3) The Vice-Chancellor shall be a whole-time salaried officer of the University.

(4) The Vice-Chancellor shall hold office for a term of five years from the date on which he enters

upon his office, or until he attains the age of seventy years whichever is earlier, and he shall to be eligible for reappointment. *

Provided that not withstanding the expiry of the period of said period of five years, he shall continue in office until his successor is appointed and enters upon his office:

Provided further that the Visitor may direct any Vice Chancellor after his term has expired, to continue in office for such period, not exceeding a total period of one year, as may be specified by him.

(5) The emoluments and other conditions of service of the Vice-Chancellor shall be as follows '-

(i) The Vice-Chancellor shall be paid a monthly salary and allowances other than the house rent allowance, at the rate fixed by the Central Government from time to time and he shall be entitled, without payment of rent, to use a furnished residence, throughout his term of office and no charge shall fall on the Vice-Chancellor in respect of the maintenance of such residence.

(ii) The Vice-Chancellor shall be entitled to such terminal benefits and allowances as may be fixed by the Board of Management with the approval of the Visitor from time to time:

Provided that where an employee of the University or a College or an Institution maintained by it or of any other University or any Institution maintained by or affiliated to such other University, is appointed as the Vice-Chancellor, he may be allowed to continue to contribute to any provident fund of which he is a member and the University shall contribute to the account of such person in that provident fund at the same rate at which the person had been contributing immediately before his appointment as the Vice- Chancellor:

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*Amended by the Board of Management in its 38 meeting held on 26.03.2010 and assented by the Visitor vide MHRD letter no. 38-7/2010-Desk (U) dated 06.09.2010.

Provided further that where such employee had been a member of any pension scheme, the University shall, make the necessary contribution to such scheme.

(iii) The Vice-Chancellor shall be entitled to traveling allowance at such rates as may be fixed by the Board of Management.

(iv) The Vice-Chancellor shall be entitled to leave on full pay at the rate of thirty days in a calendar year and the leave shall be credited to his account in advance in two half-yearly installments of fifteen days each on the 1st day of January and 1st day of July every year:

Provided that if the Vice-Chancellor assumes or relinquishes charge of the office of the Vice-Chancellor during the currency of a half year, the leave shall be credited proportionately at the rate of two and a-half days for each completed month of service.

(v) In addition to the leave referred to in sub-clause (iv) the Vice-Chancellor shall also be entitled to half pay leave at the rate of twenty days for each completed year of service. This half pay leave may also be availed of as commuted leave on full pay on medical certificate. When commuted leave is availed, twice the amount of half-pay leave shall be debited against half pay leave due.

(6) If the office of the Vice-Chancellor becomes vacant due to health, resignation or otherwise or if he is unable to perform his duties due to ill health or any other cause one of the Pro-Vice Chancellors shall perform the duties of the Vice- Chancellor.

Provide that if no Pro-Vice-Chancellor is available, the senior-most Professor shall perform the duties of the Vice-Chancellor until a new Vice Chancellor assumes office or until the existing Vice-Chancellor attends to the duties of his office. as the case may be.

Powers and duties of the Vice-Chancellor

3. (1) The Vice-Chancellor shall be *ex-officio* Chairman of the Board of Management, the Academic Council, the Planning Board and the Finance Committee and shall, in the absence of the Chancellor, preside at the convocations held for conferring degrees.

(2) The Vice-Chancellor shall be entitled to be present at and address, any meeting of any authority or other body of the University, but shall not be entitled to vote thereat unless he is a member of such authority or body.

(3) It shall be the duty of the Vice-Chancellor to see that this Act, the Statues, the Ordinances and the Regulations are duly observed, and he shall have all the powers necessary to ensure such observance.

(4) The Vice-Chancellor shall exercise control over the affairs of the University and shall give effect to the decisions of all the authorities of the University.

(5) The Vice-Chancellor shall have all the powers necessary for the proper maintenance of discipline in the University and he may delegate any such powers to such person or persons as he may deem fit.

(6) The Vice-Chancellor shall have the power to convene or cause to be convened the meeting of the Board of Management, the Academic Council, the Planning Board and the Finance Committee.

Pro-Vice-Chancellor

4. (1) Every Pro-Vice-Chancellor shall be appointed by the Board of Management on the recommendations of the Vice-Chancellor.

Provided that where the recommendation of the Vice-Chancellor is not accepted by the Board of Management, the matter shall be referred to

the Visitor who may either appoint the person recommended by the Vice-Chancellor or ask the Vice-Chancellor to recommend another person to the Board of Management:

Provided further that the Board of Management may, on the recommendation of the Vice-Chancellor, appoint a Professor to discharge the duties of a Pro-Vice-Chancellor in addition to his own duties as a Professor

(2). The term of office of a Pro-ViceChancellor shall be such as may be decided by the Board of Management but it shall not in any case exceed five years or until the expiration of the term of office of the Vice-Chancellor, whichever is earlier.

Provided that a Pro-Vice-Chancellor whose term of office has expired shall be eligible for reappointment:

Provided further that, in any case, a Pro-Vice-Chancellor shall retire on attaining the age of Sixty-Five years:

Provided also that the Pro-Vice-Chancellor shall, while discharging the duties of the Vice- Chancellor under clause (6) of Statute 2, continue in office notwithstanding the expiration of his term of office as Pro-Vice-Chancellor, until a new Vice- Chancellor the existing Vice-Chancellor, as the case may be assumes office.

Provided also that when the office of the Vice-Chancellor becomes vacant and there is no Pro-Vice-Chancellor to perform the functions of the Vice-Chancellor, the Board of Management may appoint a Pro-Vice-Chancellor and the Pro-Vice Chancellor so appointed shall cease to hold office as such as soon as a Vice-Chancellor is appointed and enters upon his office.

(3) The emoluments and other terms and conditions of service of a Pro-Vice-Chancellor shall be such as may be prescribed by the Ordinances.

(4) A Pro-Vice-Chancellor shall assist the Vice-Chancellor in respect of such matters as may be specified by the Vice-Chancellor in his behalf. from time to time, and shall also exercise such powers and perform such duties as may be assigned or delegated to him by the Vice-Chancellor.

Registrar

5. (1) The Registrar shall be appointed by the Board of Management on the recommendation of a Selection Committee constituted for the purpose and shall be a whole time salaried officer of the University.

(2) He shall be appointed for a term of five years and shall be eligible for reappointment.

(3) The emoluments and other terms and conditions of service of the Registrar shall be such as may be prescribed by the Ordinances:

Provided that the Registrar shall retire on attaining the age of sixty two years.*

Provided further that a Registrar shall, notwithstanding his attaining the age of sixty two years, continue in office until his successor is appointed and enters upon his office or until the expiry of a period of one year, whichever is earlier

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

(5)(a) The Registrar shall have power to take disciplinary action against such of the employees, excluding teachers and academic staff, as may be specified in the order of the Board of Management and to suspend them pending inquiry, to administer warnings to them or to impose on them the penalty of censure or the withholding of increment:

*Amended by the Board of Management in its 21st meeting held on 12-3-2004 and assented by the Visitor vide MHRD letter no. 8-5/2004-Desk (U)(A) dated 8-3-2006

Provided that no such penalty shall be imposed unless the person concerned has been given a reasonable opportunity of showing cause against the action proposed to be taken in regard to him.

(b) An appeal shall lie to the Vice-Chancellor against any order of the Registrar imposing any of the penalties specified in sub- clause (a).

(c) In a case where the inquiry discloses that a punishment beyond the power of the Registrar is called for, the Registrar shall, upon conclusion of the inquiry, make a report to the Vice- Chancellor along with his recommendations:

Provided that an appeal shall lie to the Board of Management against an order of the Vice-Chancellor imposing any penalty.

(6) The Registrar shall be *ex officio* Secretary of the Board of Management, the Academic Council and the Planning Board, but shall not be deemed to be a member of any of these authorities.

(7) It shall be the duty of the Registrar-

(a) to be the custodian of the records the common seal and such other property of the University as the Board of Management shall commit to his charges;

(b) to issue all notices convening meeting of the Boar of Management, the Academic Council, the Planning Board and of any Committees appointed by those authorities;

(c) to keep the minutes of all the meetings al the Board of Management, the Academic Council, Planning Board and of any Committees appointed IN those authorities;

(d) to conduct the official correspondence of the Board of Management, the Academic Council and the Planning Board;

(e) to arrange for and superintendent of the examination of the University in accordance with the manner prescribed by the Ordinances;

(f) to supply to the Visitor copies of the agenda of the meetings of the authorities of the University as soon as they are issued and the minutes of such meetings

(g) to represent the University in suits or proceedings by or against the University, sign powers of-attorney and verify pleadings or depute his representative for the purpose; and

(h) to perform such other duties as may be specified in the Statutes, the Ordinances or the Regulations or as may be required, from time to time, by the Board of Management or the Vice- Chancellor.

5.(A) ***Controller of Examination***

*(1) The Controller of Examination shall be appointed by the Board of Management on the recommendations of the Selection committee constituted for the purpose and he shall be a whole time officer of the University.

(2) He shall arrange for and superintend the examination of the University in accordance with the manner prescribed by the ordinances and shall execise such powers and such duties as may be assigned to him by the Board of Management.

The Finance Officer

6. (1) The Finance Officer shall be appointed by the Board of Management on the recommendations of a Selection Committee constituted for the purpose and he shall be a whole time salaried officer of the University.

(2) He shall be appointed for a term of five years and shall be eligible for reappointment.

(3) The emoluments and other terms and conditions of service of the Finance Officer shall be such as may be prescribed by the Ordinances:

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* Incorportated by the Board of Management in its 38th meeting vide agenda item No. 17 and assented by the Visitor vide MHRD Letter No. F.38-13/2006-Desk(U) dt.10.09.13

Provided that a Finance Officer shall retire on attaining the age of sixty two years. *

Provided further that the Finance officer shall, notwithstanding his attaining the age of sixty two years,* continue in office until his successor is appointed and enters upon his office or until the expiry of a period of one year, whichever is earlier.

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

(5) The Finance Officer shall be *ex officio* Secretary of the Finance committee, but shall not be deemed to be a member of such Committee.

(6) The Finance Officer shall-

(a) exercise general supervision over the funds of the University and shall advise it as regards the financial policy, and

(b) perform such other financial functions as may be assigned to him by the Board of Management or, as may be prescribed by the Statutes or the Ordinances.

(7) Subject to the control of the Board of Management, the Finance Officer shall-

(a) hold and manage the property and investments of the University including trust and endowed property;

(b) ensure that the limits fixed by the Board of Management for recurring and nonrecurring expenditure for a year are not exceeded and that all moneys are expended on the purpose for which they are granted or allotted;

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*Amended by the Board of Management in its 21st meeting held on 12-3-2004 and assented by the Visitor vide MHRD letter no 8-5/2004-Desk (U)(A) dated 8-3-2006

(c) be responsible for the preparation of annual accounts and the budget of the-University and for their presentation to the Board of Management;

(d) keep a constant watch on the state of the cash and bank balances and on the state of investments;

(e) watch the progress of the collection of revenue and advise on the methods of collection employed;

(f) ensure that the registers of buildings, land, furniture and equipment are maintained up-to- date and that stock checking is conducted, of equipment and other consumable materials in all offices, Special Centres, Specialised Laboratories, Colleges and Institutions maintained by the University;

(g) bring to the notice of the Vice-Chancellor unauthorised expenditure and other financial iregularities and suggest disciplinary action against person at fault; and

(h) call for from any office, Centre, Laboratory, College or Institution maintained by the University any information or returns that he may consider necessary for performance of his duties.

(8) Any receipt given by the Finance Officer or person or persons duly authorised in this behalf by the Board of Management for any money payable to the University shall be sufficient discharge for payment of such money.

Deans of Schools of Studies

7. (1) Every Dean of a School of Studies shall be appointed by the Vice-Chancellor from among the Professors in the School for a period of three years and he shall be eligible for reappointment;

Provided that a Dean on attaining the age of sixty years shall cease to hold office as such.