

FOR OFFICE USE ONLY

THE JAWAHARLAL NEHRU KRISHI VISEWA VIDYALAYA
STATUTES

1964



(AMENDED UPTO JANUARY 2005)

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*(As amended upto 31.01.2005)

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STATUTES

CHAPTER I - GENERAL

1. Short title and commencement :-

- (1) These Statutes may be called the Vishwa Vidyalaya Statutes, 1964.
- (2) They shall come into force on the 1st December 1964.

2. Definitions :- In these Statutes, unless the context otherwise requires,-

- (a) "Act" means the Vishwa Vidyalaya Act, 1963 (12 of 1963);
- (b) "Section" means a section of the Act;
- (c) Words and expressions used but not defined in these Statutes, and defined in the Act shall have the meaning assigned to them in the Act.

CHAPTER II - OFFICERS OF THE VISHWA VIDYALAYA

A- Other officers

3. Other Officers :- In addition to the officers mentioned in clauses (1) to (8) of Section 12, the following shall be the officers of the Vishwa Vidyalaya :-

- (1) Superintendent of Physical Plant.
- (2) Deans of Colleges.
- (3) Vishwa Vidyalaya Librarian.

B- Appointment of officers of the Vishwa Vidyalaya other than the Chancellor and Vice-Chancellor.

4. Qualifications for posts of officers :- Qualifications required of candidates for appointments to the post of University officers other than those of the Chancellor and Vice-Chancellor shall be fixed by the Board or the appropriate appointing authority, as the case may be, taking into consideration the recommendations of (a) the Administrative Council in the case of Registrar, Comptroller, superintendent of Physical Plant and Dean of Student Welfare, and (b) the Academic Council in respect of the remaining officers. The prescribed qualifications shall be given due publicity and the Selection Committee shall select the candidates to such officers with due regard to the qualifications so prescribed.

5. Selection Committees for appointment of officers, teachers and service personnel :- Anticipating a vacancy, the Vice-Chancellor shall get a selection committee constituted consisting of members as detailed below for selecting candidates to be recommended for appointment to officers other than those of the Chancellor and the Vice-Chancellor :-

<u>Designation of post</u>	<u>Composition of the Selection Committee</u>
(a) Deans of Faculties other than Agriculture and Veterinary Sci.& A.H. Director of Research Services. Director of Extension Services. Director of Instructions. Deans of Colleges. Dean Student Welfare. Superintendent of Physical Plant. Comptroller. Registrar. Librarian.	<ol style="list-style-type: none"> 1. One member to be nominated by the Chancellor from amongst persons not connected with the Vishwa Vidyalaya. 2. One member to be selected by the Board from amongst its members. 3. One member nominated by the Agriculture Department of the State Govt. 4. One expert member representing the Union Ministry of Agriculture to be nominated by the Department of Agricultural Research and Education. 5. One member from the Academic Council/ Administrative Council nominated by the Vice-Chancellor.
(b) Professors/Associate Professors and equivalent posts in research and extension.	<ol style="list-style-type: none"> 6-7 Two expert members from outside the Vishwa Vidyalaya to be nominated by the Vice-Chancellor. 8. Dean of the Faculty or the Director or the Head of the Department Concerned depending on the nature of the post. 9. Vice-Chancellor (or his nominee from amongst the members of the Board of Management of JNKVV)-<u>Chairman</u>.
<p>Note :-(i) The member against serial No.3 above would sit only for posts other than those sanctioned by the I.C.A.R.</p> <p>(ii) The member against serial No.4 above would sit only for posts sanctioned by the I.C.A.R.</p> <p>(iii) The member against serial No.8 above shall not sit in the selection of the posts mentioned against category (a) above.</p>	Registrar shall be the <u>Secretary</u> .
(c) Assistant Professor and equivalent posts in teaching, research and extension.	<ol style="list-style-type: none"> 1. Vice-Chancellor (or his nominee from amongst the members of the Board of Management of JNKVV)- <u>Chairman</u>. 2. Dean of Faculty concerned. 3. One of the Directors to be nominated by the Vice-Chancellor 4. Head of the Department concerned. 5-6 Two expert members from outside the Vishwa Vidyalaya to be nominated by the Vice-Chancellor.
	Registrar — Secretary.

- 3 -
- | | |
|---|---|
| <p>(d) Assistant Librarian,
College Librarian,
Technical Asstt. (Lib.)
Agriculture Assistant,
Farm Superintendent,
Dairy Manager, Foreman,
Lady Extension teacher,
Extension Assistant and similar non-teaching technical and field staff posts.</p> | <ol style="list-style-type: none"> 1. <u>Chairman</u>: - To be nominated by the Vice-Chancellor according to the nature of the post. 2. Dean of Faculty/Director/Librarian to be nominated by the Vice-Chancellor. 3. Head of the Department concerned. 4-5 Two expert members from outside the Vishwa Vidyalaya to be nominated by the Vice-Chancellor <p>Registrar or Joint Registrar-<u>Secretary</u>.</p> |
| <p>(e) Deputy Registrar,
Deputy Comptroller,
Assistant Comptroller,
Assistant Registrar,
Executive Engineer,
Accounts Officers,
Audit Officers,
Assistant Engineer,
Junior Engineer,
Medical Officer and such other technical posts,
Technical Officers to Deans of Faculties,
Section Officers and other similar posts not covered by the above.</p> | <ol style="list-style-type: none"> 1. Vice-Chancellor (or his nominee from amongst the members of the Board of Management of JNKVV)-Chairman. 2. Registrar. 3. Comptroller 4-5 Two members to be nominated by the Vice-Chancellor according to the nature of the post to be filled up. 6. One member not connected with the Vishwa Vidyalaya to be nominated by the Vice-Chancellor. |
| <p>(f) Ministerial posts (except those of Section Officers) in various offices of the Vishwa Vidyalaya.</p> | <ol style="list-style-type: none"> 1. Registrar(or his nominee)- Chairman. 2. One Assistant Registrar to be nominated by the Vice-Chancellor. 3. One officer to be nominated by the Comptroller from his office. 4-5 Two officers to be nominated by the Vice-Chancellor from any of the Faculty/ Directorate/ Department. |

Note:- This committee will deal with the appointments on posts at the point of entry into service and also with promotion to higher posts.

- (g) Ministerial/Technical posts located at the point of entry into service like L.D.C., D.K.II, Laboratory Assistant in the Institutions like Colleges, Research Stations etc.
1. Registrar/Director of Research Services (for Ministerial and Field Services, respectively) or an officer of equivalent cadre nominated by the Vice-Chancellor. Chairman
 2. Dean of College/Officer-in-charge of the Institution. Member
 - 3-4 Two senior members nominated by the Dean of Faculty/Director concerned from the Institution/Department where the post is to be filled up. Member
 5. One teacher of the College or officer equivalent to be nominated by the Dean of College/Officer-in-charge by rotation. Member
- (h) Technical posts (Non-Ministerial) in various offices of the Vishwa Vidyalaya.
1. Registrar (or his nominee) – Chairman.
 2. One officer to be nominated by the Comptroller from his Office.
 - 3-4 Two officers to be nominated by the Vice-Chancellor from any of the Faculty/Directorate/Department.

Note :- This committee will only deal with the appointments on posts at the point of entry into service and also with promotion to higher posts.

- (i) Departmental Promotion Committee in case of Ministerial Staff (including all Ministerial Staff in the Vishwa Vidyalaya upto Assistants)
1. Registrar – Chairman
 2. Comptroller - Member
 - 3-4 Two officers to be nominated by the Vice-Chancellor from within the Vishwa Vidyalaya.
 5. One officer not connected with the Vishwa Vidyalaya to be nominated by the Vice-Chancellor.

Note :-In case of promotion to technical posts carrying the scale equivalent to ministerial staff, Chairman of the promotion committee will be the appointing authority.)

Note :-The quorum for every Selection Committee under Clauses (a) to (i) of Statute No.5 shall be of half the total number of members plus one.

6. **Procedure of Selection Committee:** -

- (a) (i) All posts of Officers of the Vishwa Vidyalaya as detailed u/s 12 of the Act and Statute 3 (except those of Chancellor, Vice-Chancellor and Deans of Faculties of Agriculture & Veterinary Science & A.H.) and teachers (as defined) u/s 2(X) of the Act and detailed in Statute 32 and the posts of Technical Assistant (Lib.) College Librarian, Assistant Librarian, P.T.Is/Sports Officer shall be filled up by selection based strictly on merit and all India advertisement.

Provided that the Board may if considered expedient fill up the post of Registrar and Comptroller by obtaining services of an Officer of equivalent status with appropriate experience and merit from the services of the state Government on deputation.

The minimum qualifications required for appointment to the post of Assistant Professor, Associate Professor, Professor, Technical Assistant (Lib.), College Librarian/Assistant Librarian, Physical Training Instructor, Sports Officer shall be those as prescribed by the Vishwa Vidyalaya from time to time. Further, only those candidates who besides fulfilling the minimum qualifications have qualified in National Eligibility Test (NET) conducted by the ICAR or UGC/CSIR will be eligible for selection and appointment to the post of Assistant Professor and equivalent. NET qualification shall not be compulsory for those holding Ph.D. degree. However, other things being equal, candidates having Ph.D. and passed NET examination conducted by ICAR or UGC/CSIR shall be given preference in recruitment. In case candidates with NET qualification of ICAR or UGC/CSIR are not available, the vacancies will be filled up following Vishwa Vidyalaya recruitment procedure.

The employees of the Vishwa Vidyalaya possessing the qualifications and other conditions, if any shall be eligible to apply and their applications shall be considered alongwith those of other candidates.

(a)(ii) Notwithstanding anything to the contrary contained in any provisions of JNKVV Act, 1963 and this Statute, not more than one third of the total number of positions of teachers in the cadre of Assistant Professor and Associate Professor may be promoted to cadre of Associate Professor and Professor respectively, strictly based on merit and in accordance with the norms laid down by the Indian Council of Agricultural Research and the State Govt. from time to time.

(A) The Merit Promotion Scheme in accordance with the Govt. of M.P., Agriculture Department Order No.-B-4-39/87/14-2, dated 09.03.1989 shall continue to be applicable to the existing teachers provided the teachers give an option to continue to be governed by the provisions of this scheme within a date to be notified by the Vishwa Vidyalaya. They will be entitled to the designations envisaged for various categories of teachers in these schemes but the scale will be as follows: -

- | | | |
|-------|---|-------------------|
| (i) | Assistant Professor | - Rs. 2200-4000/- |
| (ii) | Associate Professor/
Assistant Professor (Selection Grade) | - Rs. 3000-5000/- |
| (iii) | Professor | - Rs. 4500-5700/- |

(a) Provided that only those teachers shall be considered for merit promotion who have put in atleast 10 years of continuous service in their respective cadre of which atleast five years service should be in this Vishwa Vidyalaya.

- (b) AND provided further that Associate Professor appointed prior to 01-01-1986 and opted to continue in VII Plan scale of pay of Rs. 3700-5700/- shall also be entitled for promotion under merit Promotion Scheme as Professor in the scale of pay of Rs 4500-5700/- notwithstanding anything contained otherwise in any other provision of this Statutes. Such promotions shall be given after due selection by the Selection Committee but shall be effective from the date of its admissibility to the incumbents.
- (c) AND provided, nothing contained in the present clause of Statute shall affect the posts of the teachers of the University to be filled by direct recruitment in accordance with the provisions of Statutes 6(a)(i). On promotion under MPS Scheme, the higher post shall be deemed to be automatically created by upgradation of the lower post and it shall be a cadre post. Further the deemed upgraded higher post shall automatically be converted into the lower post when the incumbent vacates the higher post for whatsoever reasons.
- (B) The teachers of the Vishwa Vidyalaya who do not opt for Merit Promotion Scheme will receive the benefit of Career Advancement Scheme as envisaged in the Government of Madhya Pradesh, Agriculture Department Order No.-B-4-39/87/14-2, dated 9th March, 1989 and as modified or changed/amended by Competent authority from time to time.
- (C) Career Advancement Scheme will also applicable to Technical Assistant (Lib), College Librarian, Asstt. Librarian and P.T.Is. / Sports Officers.
- (D) For considering the cases for selection under Merit Promotion Scheme as well as for selection under Career Advancement Scheme, Selection Committees as provided under Statute 5(b) will be constituted and screening/selection will be made as per provisions contained in the Government of Madhya Pradesh, Agriculture Department Order No.-B-4-39/87/14-2, dated 9th March, 1989 and as modified or changed/amended by Competent authority from time to time.
- (E) The Merit Promotion scheme shall stand abolished with effect from 27.07.1998 and thereafter all teachers irrespective of their options for Merit Promotion Scheme shall be eligible for benefit under the revised Career Advancement Scheme with effect from 27.07.1998 and onwards.

6(a)(iii) In case of recruitment to the post of non-teaching service-personnel including the officers of Class-I, Class-II, and Class-III as specified in Regulation No.4(iii) of the JNKVV Services (General Conditions of Service) Regulations, 1969 (except those at the point of entry into service), two third out of the total number of vacant posts shall be filled-up by promotion from amongst the employees of the Vishwa Vidyalaya and the remaining one-third posts as well as those at the point of entry into service shall be filled-up by selection based strictly on merit and advertisement, other than that contemplated below in sub-clause(b) or on the names of eligible persons being sponsored by the M.P. State Employment Exchange.

Provided that for class-II & above posts in the works Section of the Vishwa Vidyalaya, 60% quota shall be fixed for promotion from amongst the employees of the Vishwa Vidyalaya & 40 % quota for direct recruitment through advertisement. In case the nature of vacancy is such that the Vishwa Vidyalaya may not be able to recruit the desired type of person either from the promotion quota or by direct recruitment through advertisement, the Vice-Chancellor may obtain the services of a suitable person on deputation from the Government of Madhya Pradesh.

The non-teaching service personnel shall also be entitled for benefit of time bound Advancement Scheme (Kramonnati Yojana) as per provisions contained in Govt. of M.P. memo No.GAD F-1-1/1/ वे.आ.प्र./99 dated 17.3.1999/19.4.1999. This amendment shall be effective from 19.4.1999.

- (b) In case of direct recruitment through advertisement, the applications received in response to the advertisement shall first be scrutinised by a Committee to be appointed by the Vice-Chancellor, which shall recommend, to the Vice-Chancellor, the names of those applicants who fulfill the prescribed qualifications for being considered for the post. The screening committee shall also recommend to the Vice-Chancellor, for being called for interview the names of those candidates whose qualifications are within the possibilities of relaxation by the selection committee. The applicants so recommended by the aforesaid Committee and approved by Vice-Chancellor shall be called for an interview by the selection committee. In the case of selection for the posts of professors and Associate Professors, the Selection Committee may, in the manner as may be prescribed by the Board from time to time, at its discretion, also consider in absentia the candidature of such applicants as are abroad on the date of interview.

The Selection Committee shall recommend a panel of not more than three names arranged in order of merit, for each vacancy, to the Vice-Chancellor.

In case of direct recruitment, there shall be reservation of vacancies in posts in favour of the persons belonging to the Scheduled Castes, Scheduled Tribe and other Backward Class of citizens as well as for women as per provisions of (1) The Madhya Pradesh Lok Seva (Anusuchit Jatiyon, Anusuchit Jan Jatiyon Aur Anya Pichhade vargon ke liye Arakshan) Adhiniyam, 1994 and (ii) Madhya Pradesh Civil Services (Mahilaon ki Niyukti Hetu Vishes Upbandh) Rules, 1997 with effect from 01.07.94 and 10.02.97, respectively.

There shall be 6% reservations in class-II, Class-III and class IV cadre for blind, deaf, and other physically handicapped persons for vacancies to be filled through direct recruitment as per M.P. General Administration Departments memo No.F.-8-2/96/अ.प्र. dated 30.05.1997 and instructions issued from time to time hereinafter to regulate reservations for above categories.

- (c) In case of recruitment by promotion from amongst the employees of the Vishwa Vidyalaya, the Vishwa Vidyalaya shall determine in respect of each cadre to which appointment, shall be made by promotion, the cadre from which such promotion shall be made, which shall be called feeder cadre. The selection committee shall consider the name of only those employees, who have completed at least five years of service in the feeder cadre. The promotion shall be made as per rules contained in Madhya Pradesh Public Services (Promotion) Rule, 2002 and as amended from time to time.

7. **Procedure for appointment:-**

1. The panel of recommendees in order of merit prepared in accordance with Statute 6 (a), 6 (b) and 6 (c) shall be submitted by the Vice-Chancellor to the appointing authority with his own recorded recommendations.
2. The appointing authority may accept and approve the recommendations or return the recommendations refusing to accord approval, giving reasons in writing there-of, in which case the Vice-Chancellor shall, in due course present another panel of recommendees in order of merit to the appointing authority.
3. Subject to the provisions of Statute 6(a) the appropriate appointing authority make an adhoc appointment in any emergency for a period of not more than six months, such and adhoc appointment extending beyond a period of six months will require the approval of the Board.

8. **Deleted.**

9. **Deleted.**

C - **Emoluments, terms and conditions of service and powers and duties of the Vice-Chancellor.**

10. **Emoluments and other terms and conditions of service of the Vice-Chancellor:-**

- (1) The Vice-Chancellor shall receive a salary of Rs. 7,600/- (fixed) per month from 1.1.1986 (or such amount as may be fixed from time to time) irrespective of the pension and the pension equivalent of gratuity that may be admissible to him. He shall also be entitled to Dearness Allowance, Additional Dearness Allowance and such other allowances as might be sanctioned by the State Government from time to time to its officers drawing equivalent salary and they will be payable from the same date as is notified by the State Government or as might be notified by the State Government in future. He shall, in addition, be entitled to free unfurnished residential accommodation at the Head-quarter of the University or in lieu thereof an allowance of Rs. 250/- per month. Where the Vice-Chancellor's residence is furnished by the University, he shall pay hire charges for the furniture at his residence at the rates prescribed by the State Government for hire of Government furniture from time to time. He shall also receive a conveyance allowance of Rs.200/- per month. The orders in respect of Dearness Allowance, Additional Dearness Allowance and such other Allowances will be effective from 1st April., 1981.

Provided that if a person on the date of his appointment is an Government service, he may be given salary last drawn by him plus deputation allowance equal to twenty percent of such salary or Rs.500/- whichever is less :

Provided further that the Board may, if it considers it necessary so to do in the interest of the Vishwa Vidyalaya, fix with prior concurrence of the chancellor, a salary higher than the one specified above.

- (b) The Vice-Chancellor shall not be entitled to the benefits of the Vishwa Vidyalaya, provident Fund or any other allowance:

Provided that if a person already in service of the Vishwa Vidyalaya is appointed as Vice-Chancellor, he shall be allowed to continue to subscribe to his Provident Fund and the contribution of the Vishwa Vidyalaya will be limited to what he had been contributing prior to his appointment as Vice-Chancellor.

(2) The Vice-Chancellor shall be entitled to receive Travelling Allowance at the rates prescribed in the Travelling Allowance Rules fixed by the Board.

(3)(a) The Vice-Chancellor shall be entitled to earned Leave on full pay for 1/11 of the period spent on active service provided that he will cease to earn such leave when the leave due to him amounts to 150 days. He may avail himself of this leave, subject to a maximum of 90 days at one time, whenever he finds it necessary to do so during his tenure and report the same to the Board.

The Vice-Chancellor shall be entitled for surrender and encashment of earned leave and all other leave privileges as are granted by the Vishwa Vidyalaya to its officers.

The Vice-Chancellor shall also be entitled to (1) Half Pay Leave of 20 days in respect of each completed year of service on medical certificate or on private affairs and (2) Commuted leave not exceeding half the amount of Half Pay Leave, on medical certificate.

(b) In addition to the leave noted in Sub-clause (a), the Vice-Chancellor shall be entitled in case of illness or on account of private affairs to leave without pay for a period not exceeding three months during the period of his tenure, provided that leave taken without pay may be subsequently transformed into leave on full pay to the extent to which leave may have become due under Sub-clause (a) above.

(4) **Powers of Vice-Chancellor:-** The Vice-Chancellor shall have the power :-

- (a) to sanction recurring and non-recurring expenditure within the approved budget of the Vishwa Vidyalaya provided he may reappropriate amounts within the various units of appropriation.
- (b) To countersign his own T.A. bills subject to the provisions of the Vishwa Vidyalaya T.A. Rules;
- (c) To open account on behalf of the Vishwa Vidyalaya in the Schedule Bank in accordance with sub-section (3) of Section 34 of the JNKVV Act and to authorise any drawing and disbursing officer of the Vishwa Vidyalaya to operate such an account;
- (d) To countersign T.A. bills and sanction absence on duty beyond jurisdiction of officers of the University;
- (e) To grant leave as per delegation of powers.

D - Emoluments, terms and conditions of service and powers and duties of officers of the Vishwa Vidyalaya other than Chancellor and Vice-Chancellor.

11. Conditions of service etc. of other officers:-

- (1) Subject to the provisions of the Act and the Statutes hereinafter made the conditions of service of the officers of the Vishwa Vidyalaya other than the Chancellor and Vice-Chancellor shall be those embodied in the contract of service prescribed by the Vishwa Vidyalaya for officers.
- (2) The Board, may, if so recommended by the Selection Committee and for reasons to be recorded in writing for acceptance of such recommendations, sanction a higher initial salary than prescribed by these Statutes, but not exceeding five advance increments to any candidate.

- (3) All Officers mentioned in clause (1) shall be whole time salaried officers of the Vishwa Vidyalaya and shall be entitled to leave, leave salary, allowances, and other benefits as prescribed in this behalf by the Board from time to time for its employees.

Provided that if a candidate from outside the services of the Vishwa Vidyalaya is appointed for posts of Deans of Colleges and Directors, the period of his appointment shall be for such a tenure and subject to such conditions as may be determined by the Vice-Chancellor. Such a candidate unless selected for another suitable post during the prescribed tenure will have no claim on any other post in the Vishwa Vidyalaya after the expiry of the specified tenure. The posts of Directors shall be for a tenure of three years. The Vice-Chancellor shall have powers to suitably curtail/reduce such tenure depending upon the exigencies and convenience of administration.

- (4) Every employee shall retire from the service of the Vishwa Vidyalaya in the afternoon of the last day of the month in which he attains the age of superannuating, as prescribed below:-

- (a) "Officers" as defined under Section 12 of the Act and Statute 3 (except the Chancellor and the Vice-Chancellor) shall be superannuated on attaining the age of 60(sixty) years, provided that those appointed as Officers by promotion or otherwise but have been engaged in teaching for not less than 20 years and holds a lien on a post in the Vishwa Vidyalaya shall be superannuated on attaining the age of 62 (sixty two) years.
- (b) The "Teachers" as defined under Section 2(x) of the Act and Statute 32 shall be superannuated on attaining the age of 62(sixty two) years.
- (c) "Class-IV employees" as defined in Regulation No.4 of the JNKVV Service (General Conditions of Service) Regulations, 1969 shall be superannuated on attaining the age of 62 (Sixty two) years.
- (d) "Non-teaching service personnel" of Class-I, II & III categories as defined in Regulation No.4 of the JNKVV Service (General Conditions of Service) Regulations,1969 shall be superannuated on attaining the age of 60 (Sixty) years, except the teacher of primary School working in the Class III cadre of Vishwa Vidyalaya who shall be superannuated on attaining the age of 62 (Sixty two) years on or after 31.10.2002.

Provided that on attaining the age of superannuation, any employee whose date of birth is the first date of the month, shall retire from the services in the afternoon of the last date of the preceding month.

Provided further that:

- (i) All Vishwa Vidyalaya employees may, in the public interest or in the Vishwa Vidyalaya interest be retired at any time after they attain the age of 50 years or 20 years of qualifying service, on three months notice without assigning any reason or on payment of three months pay and allowances in lieu of such a notice;
- (ii) The cases of such persons as have been re-employed in the Vishwa Vidyalaya Service, after retirement from Government Service, shall be governed by the terms and conditions of their re-employment in this Vishwa Vidyalaya service; and,

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3. Registrar – Emoluments and powers and duties :-

1. The Registrar shall receive a salary in the scale of Rs.1250-50-1500-75-1800 per month from 1.4.1976 upto 31.3.1981 and Rs. 2100-75-2400-100-2500-125-2625 per month from 1.4.1981 onwards or in a special case, where the circumstances so justify and /or when the person is already in employment or retired, such other higher pay and allowances as may be determined in consultation with the state Government or Parent Body.
2. It shall be the duty of the Registrar,-
 - (a) to be responsible for the preparation of the annual report under Section 39 of the Act ;
 - (b) to be custodian of the records, Common seal and such other property of the Vishwa Vidyalaya as the Board shall commit to his charge ;
 - (c) to issue all notices convening meeting of the Court, Board, Academic Council and of any committees or bodies appointed under the Act of the Vishwa Vidyalaya of which he is to act as Secretary;
 - (d) to keep the minutes of all meetings of the Court, Board the Academic Council and of any committees or bodies appointed under the Act of which he is to act as Secretary;
 - (e) to conduct the official correspondence of the court Board and the Academic Council except matters pertaining to finances of the Vishwa Vidyalaya and matters incidental thereto falling within the ambit of Comptroller's duties ;
 - (f) to administer Statutes of the Vishwa Vidyalaya with respect to admission of students and their continuance as such ;
 - (g) to prepare time schedule for academic courses as recommended by the Faculties and plan and direct the admission of students for various courses and record transfers and drop outs as recommended by the Faculties ;
 - (h) to maintain records of each student of the Vishwa Vidyalaya including academic accomplishments, conduct as a student, and all other matters which bear on the accomplishments and conduct of the student ;
 - (i) to maintain record on non-student attendants in Vishwa Vidyalaya programmes, as designated by the Director of Extension Services.
 - (j) to maintain records of Graduates of the Vishwa Vidyalaya;
 - (k) to discharge such other functions as may be assigned to him from time to time by the Vice-Chancellor to whom he shall be responsible for the same.

14. Dean of Student Welfare – Emoluments and powers and duties :-

- (1) The Dean of the Student Welfare shall receive a salary in the scale of Rs. 1500-60-1800-100-2000-125/2-2500 per month.
- (2) The post of Dean of Student Welfare shall be interchange-able with that of any of the Directors and Deans of Colleges provided the requirement of minimum qualification is fulfilled.
- (3) It shall be the duty of the Dean of Student Welfare-
 - (a) to plan and direct, in co-ordination with other Vishwa Vidyalaya Officers and authorities, all non-curricular activities for students including clubs, recreation centers, co-operatives,etc., as may from time to time be approved by the Vishwa Vidyalaya for welfare of students ;

- (b) to supervise the management of students hostels, messing arrangements and cafeterias;
- (c) to co-operate with the staff in charge of physical education activities, National Cadet Corps and other allied activities;
- (d) to deal, in consultation with the Dean of the Faculty concerned, with student indiscipline, excessive absenteeism and other student irregularities from point of view of maintenance of discipline etc.;
- (e) to supervise health programmes and medical facilities for students;
- (f) to make arrangements for scholarships, stipends, part-time employments and other such assistance as may be deemed necessary for welfare of students;
- (g) to communicate with guardians of students concerning the welfare of the students;
- (h) to be responsible to the Vice-Chancellor in the exercise of powers and discharge of duties under the Act;
- (i) to co-operate and assist the Employment Bureau in the matters of employment of the students who have completed courses in Vishwa Vidyalaya.

15. Director of Research Services – his emoluments and powers and duties :-

- (1) The Director of Research Services shall receive a salary in the scale of Rs.16400-450-20900-500-22400/- from 1.1.1996 and subsequent revised scale of pay as approved by the State Govt. from time to time hereinafter.
- (2) The Director of Research Services shall be appointed for a term of three years or such term as the Board may approve.
- (3) The post of Director of Research Services shall be interchangeable with that of any other Director and also with that of any of the Deans of Colleges and Dean of Student Welfare provided the requirement of minimum qualification is fulfilled.
- (4) It shall be the duty of the Director of Research Services –
 - (a) to exercise overall control of the planning and prosecution of research conducted by the Vishwa Vidyalaya, excepting research done by students to meet degree requirement and by teachers of the Vishwa Vidyalaya to improve teaching ability;
 - (b) to prepare Research Service Programmes and annual budget estimates as may be required by the Vishwa Vidyalaya;
 - (c) to assist the Dean of Faculty concerned in the supervision over the members of the College of staff engaged on approved research programmes under the general purview of the research service;
 - (d) to require and supervise the compilation of research result, and the proper publication of the research findings;
 - (e) to approve for publication, in consultation with Deans of Faculties concerned, research manuscripts in such general form and such number as may be determined;
 - (f) to assign numbers to all publications and to maintain official record of all publications;
 - (g) to be responsible to the Vice-Chancellor in exercise of the powers and discharge of the duties under the Act;
 - (h) to undertake teaching work;
 - (i) to perform such other duties as may be conferred or imposed on him by Statutes, Regulations or by the Vice-Chancellor with the prior approval of the Board.

16. **Director of Extension Services – his emoluments, powers and duties :-**

- (1) The Director of Extension Services shall receive a salary in the scale of Rs.16400-450-20900-500-22400/- from 1.1.96 and subsequent revised scale of pay as approved by the State Govt. from time to time hereinafter.
- (2) The Director of Extension Services shall be appointed for a term of three years or such terms as the Board may approve.
- (3) The post of Director of Extension Services shall be interchangeable with that of any other Director and also with that of any of the Deans of Colleges and Dean Student Welfare provided the requirement of minimum qualification is fulfilled.
- (4) It shall be the duty of the Director of Extension Services-
 - (a) to exercise overall control of on-campus and off-campus educational work involving cultivators and rural families;
 - (b) to prepare yearly programmes and budget needs for the education of cultivators and other non-students in connection with the extension scheme;
 - (c) to assist the Deans of faculties in developing courses and in teaching students in various forms of the extension education;
 - (d) to supervise off-campus programmes dealing with agricultural co-operatives and rural youth programmes;
 - (e) to exercise supervision over the extension specialist assigned or attached to the Colleges and such other members of the staff who are engaged in extension work and guide the extension work;
 - (f) to direct the preparation of materials such as publication, film, etc., for better development of the extension programme;
 - (g) to distribute any material as a part of the Vishwa Vidyalaya extension services;
 - (h) to be responsible to the Vice-Chancellor in the exercise of powers and discharge of duties under the Act;
 - (i) to undertake teaching work;
 - (j) to perform such other duties as may be conferred or imposed on him by the Statutes, Regulations or by the Vice-Chancellor with the prior approval of the Board.

17. **Director of Instructions – his emoluments, powers and duties. : -**

- (1) The Director of Instructions shall receive a salary in the scale of Rs. 16400-450-20900-500-22400/- from 1.1.1996 and subsequent revised scale of pay as approved by the State Govt. from time to time hereinafter.
- (2) The Director of Instructions shall be appointed for a term of three years or such term as the Board may approve.
- (3) The post of Director of Instructions shall be interchangeable with that of any other Director and also with that of any of the Deans of Colleges and Dean of Student Welfare provided the requirement of minimum qualification is fulfilled.
- (4) It shall be the duty of the Director of Instructions: -
 - (a) to be in overall charge of the Education in all the Faculties of the Vishwa Vidyalaya and allied subject.;

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- (b) to frame, develop, evaluate and improve courses and curriculum and develop teaching procedure designed to inculcate in the students professional competence; character and quality of leadership in consultation with the Dean of Faculty concerned.;
- (c) to ensure uniform standard of teaching and examination in all constituent colleges of Vishwa Vidyalaya;
- (d) to develop an integrated system of teaching, research and extension education and to coordinate the teaching work of different faculties.
- (e) To make arrangements for providing in-service and post graduate training facilities to academic staff members of constituent colleges, Research Stations/Farms.;
- (f) To exercise overall control of the planning and co-ordination of work done by the students of the Vishwa Vidyalaya in preparation for the requirements of post graduate degrees.;
- (g) To co-operate with the relevant college faculty in which post graduate students are studying in order that the requirements for such degrees may be fulfilled in proper manner.;
- (h) To be responsible to the Vice-Chancellor in the exercise of powers and discharge of duties under the Act;
- (i) To undertake teaching work;
- (j) To perform such other duties and functions as may be assigned to him by the Statutes, Regulations or by the Vice-Chancellor, to whom he shall be responsible, with the prior approval of the Board.

17-A. Director of Farms- his emoluments, powers and duties :-

- (1) The Director of Farms shall receive a salary in the scale of Rs. 16400-450-20900-500-22400/- from 1.1.1996 and subsequent revised scale of pay as approved by the State Govt. from time to time hereinafter.
- (2) The Director of Farms shall be appointed for a term of three years or such term as the Board may approve.
- (3) The post of Director of Farms shall be interchangeable with that of any other Director and also with that of any of the Deans of colleges and Dean of Student Welfare provided the requirement of minimum qualification is fulfilled.
- (4) It shall be the duty of the Director of Farms -
 - (a) to be responsible for and exercise overall control of the planning, development and management of farms belonging to the Vishwa Vidyalaya;
 - (b) to cooperate with the Director of Research Services on all matters connected with the planning, development and supervision of farms devoted to research and seed production.;
 - (c) to prepare budget proposals of the farms and submit half-yearly progress of each farm to the Vice-Chancellor giving financial review of each farm.;
 - (d) to be responsible to the Vice-Chancellor in exercise of the powers and discharge of the duties under the Act;
 - (e) to undertake teaching work.;
 - (f) to perform such other duties as may be conferred or imposed on him by the Statutes, Regulations or by the Vice-Chancellor with the prior approval of the Board.

18. **Superintendent of Physical Plant - his emoluments and powers and duties :-**

- (1) The Superintendent of Physical Plant shall receive a salary in the scale of Rs. 1250-50-1500-75-1800/- per month from 1.4.1976 upto 31.3.1981 and Rs. 2100-75-2400-100-2500-125-2625 per month from 1.4.1981 onwards.

Provided that when the salary of a person is drawn from the State Government or any other agency on deputation, his pay shall be fixed in accordance with the concerned regulation.

- (2) It shall be duty of the Superintendent of Physical Plant -
- (a) to exercise overall control of the Vishwa Vidyalaya maintenance, security of Vishwa Vidyalaya buildings, gardens, grounds and the parks.
 - (b) To supervise the supply of electricity, water, telephone and other such services and the operation and maintenance of Vishwa Vidyalaya vehicles;
 - (c) To direct operations providing for the cleanliness and sanitary conditions of the Vishwa Vidyalaya.;
 - (d) To provide for the installation, use and maintenance of Vishwa Vidyalaya equipments, in co-operation with other officers.;
 - (e) To supervise the allotment and uses of rooms, houses, buildings and grounds as directed by appropriate authorities and officers;
 - (f) To direct the plans for, construction and/or alterations of Vishwa Vidyalaya buildings and grounds as ordered by the Board.;
 - (g) To perform such other duties as may be assigned to him by the Vice-Chancellor and Board for the proper functions of the physical facilities of the Vishwa Vidyalaya.

19. **Powers and duties of Deans of Faculties :-**

- (1) The Dean of the Faculty concerned shall be appointed by the Chancellor on the recommendations of the Vice-Chancellor from amongst the Deans of Colleges in that Faculty for a period of three years. The Vice-Chancellor shall have powers to curtail reduce this period depending upon the exigency of service and convenience of administration.
- (2) The Deans of Faculties shall receive a salary in the scale of pay of Rs. 16400-450-20900-500-22400/- from 1.1.1996 and subsequent revised scale of pay as approved by the State Govt. from time to time hereinafter.
- (3) The Dean of the Faculty shall -
- (a) be the Chairman of the Faculty and shall be responsible to the Vice-Chancellor for the administration and execution of Faculty policies;
 - (b) be responsible for the due observance of the Statutes and other regulations relating to the Faculty;
 - (c) formulate and present policies to the Faculty for their consideration without prejudice to the right of any member to present any matter before the faculty;
 - (d) be responsible to organise, advise, guide and conduct matters relating to the policies and programmes related with teaching/research/extension, curricula courses, course outlines, examinations, registration and admission etc., in the Faculty and act as the Chief Adviser to the Vice-Chancellor and other concerned officers in this connection.;
 - (e) serve as the medium of communication for all official business of the Faculty with other authorities of the Vishwa Vidyalaya, colleges, students and the public;
 - (f) perform such other duties as or assigned to him by the Vice-Chancellor.

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Dean of College – his emoluments, powers and duties :-

- (1) The Dean of the College shall receive a salary in the scale of Rs.16400-450-20900-500-22400/- from 1.1.1996 and subsequent revised scale of pay as approved by the State Govt. from time to time hereinafter.
- (2) The Dean of the College shall be appointed in accordance with Statute 6(a)(i). The post is inter-changeable with that of any of the Directors and Dean of Student Welfare provided the requirement of minimum qualification is fulfilled.
- (3) It shall be the duty of the Dean of College –
 - (a) to exercise overall control of the College of which he is the administrative and academic head in respect of all employees, students, activities, facilities and the expenditure incurred therein;
 - (b) to supervise the teaching, research and extension work of the staff of the college and be responsible for the work and conduct of all the students of the college;
 - (c) to be responsible to the Vice-Chancellor through the Dean of the Faculty and the Director concerned, in exercise of the powers and discharge of duties under this Statute;
 - (d) to exercise such powers and discharge such duties as may be delegated or entrusted to him by the Vice-Chancellor in regard to the College of which he is the Dean and to be responsible in all technical and administrative matters related to teaching, research and extension etc. through the Dean of the Faculty and the Director concerned.
 - (e) to undertake teaching, research and extension by himself;
 - (f) he shall be responsible for the due observance of the Statutes and regulations;
 - (g) he shall supervise the registration and progress of the students in his college;
 - (h) he shall formulate and present policies on academic matters pertaining to his college to the Faculty/Academic Council for consideration through the Dean of Faculty/Director of Instructions;
 - (i) he shall be responsible for proper administration of Research Station/Instructional Farm/Institutions attached to the College;
 - (j) he shall be also responsible to the concerning authorities for the use and maintenance of lands, buildings, laboratories, libraries and such other properties of the College, the Research Station/Instructional Farm and other institutions attached to the college;
 - (k) he shall be responsible for the maintenance, supervision, functioning of the hostels of the college;
 - (l) to be responsible for the procurement of stores, equipments and such other items as are necessary for the college and units attached with the same;
 - (m) to be responsible for the maintenance of high standard of discipline in the institutions under him;
 - (n) to be responsible for the maintenance of high standard of financial discipline in the institutions under him;
 - (o) to assist the Dean of the Faculty for all policies and programmes related to teaching, research and extension work in the College of co-ordinated basis.

- (p) to prepare proposals for College activities and budget estimates for the needs thereof and be responsible to the Comptroller through the Vice-Chancellor, that all college activities are in accordance with sanctions of the appropriate authorities;
- (q) to assist the Director of Research Services on the development of plans and budgets for research in the pertinent subjects and in the preparation of reports as may be asked by him and also direct the research work done by the College staff and students and under the schemes attached with the institutions under him;
- (r) (i) to assist the Director of Extension Services on development of plans and budgets for extension work in the institutions under him;
(ii) to assist the extension services on the development of informational materials; and
(iii) to direct the extension education work done by the College staff;
- (s) to assist the Director of Instructions and direct the works of post-graduate students in his college;
- (t) to be responsible to the Vice-Chancellor, through the Superintendent of Physical Plant for the educational use of the buildings and rooms assigned to the College and for the general equipment of the college;
- (u) to perform such other duties as may be conferred or imposed on him by the Statutes, Regulations or by the Vice-Chancellor.

21. Vishwa Vidyalaya Librarian – his emoluments and powers and duties -

- (1) The Vishwa Vidyalaya Librarian shall receive a salary in the scale of Rs.,1100-50-1500 per month from 1.4.1976 upto 31.3.1981 and Rs.1860-60-2100-75-2400/- per month from 1.4.1981 onwards.
- (2) It shall be the duty of the Vishwa Vidyalaya Librarian –
 - (a) to maintain, control and supervise all libraries of the Vishwa Vidyalaya and to organise their services in the manner most beneficial to the needs of teaching, research and extension;
 - (b) to prepare annual budget for developing and operating all the libraries under the Vishwa Vidyalaya;
 - (c) to receive and co-ordinate recommendations from Deans of Faculties and Directors for the purchase of books and distribution thereof amongst students and members of the staff;
 - (d) to make recommendations to the Comptroller, through the Superintendent of Physical Plant, on the need of improvement in accommodation of the libraries of the Vishwa Vidyalaya;
 - (e) to do such other things in connection with the library and improvement thereof as may be required by the Vice-Chancellor.

Explanation - For the purposes of this Statute "Libraries of the Vishwa Vidyalaya" shall include libraries of the Vishwa Vidyalaya campus and all libraries attached to the colleges and institutions under the Vishwa Vidyalaya.

Note - The Vice-Chancellor may ask any of the officers mentioned in the foregoing Statute or others, hereinafter mentioned, to discharge such other function in addition to his own duties.

CHAPTER III - Authorities of the Vishwa Vidyalaya

22. Court :-

- (1) **Election of Teachers, students and Registered Graduates to the Court-**
 - (a) The election of teachers to the Court vide item Nos.(17) and (18) of Group-B of Sub-section (1) of Section 24-A of the Act, shall be by simple majority vote and by secret ballot. The Deans of respective Faculties shall hold the election(s) in the meeting of the Faculty and then communicate to the Registrar the name(s) of teacher(s) so elected by the teachers in that Faculty from amongst themselves.
 - (b) The election of students of the Court vide item Nos.(19),(20) and (21) of Group-B of sub-section(1) of Section 24-A of the Act, shall be by simple majority vote and by secret ballot. The Deans of respective Faculties shall publish the names of the office bearers of the Student Union (s) of the College(s) in their Faculties and thereafter hold the election of their representatives (s) on the Court. The Deans of Faculties shall then communicate to the Registrar, the name(s) of student(s) so elected by the office bearers of student Union(s) from amongst themselves.
 - (c) The manner of registration of graduates and their election to the Court shall be as prescribed in the Additional Statutes.
- (2) The Chancellor shall, by notification, constitute the Court in accordance with the provisions of Section 24-A of the Act. As per explanation No.(iv) to Section 24-A of the Act, the term of the Court shall be three years which shall commence from the date of publication of the notification in the Madhya Pradesh Gazette.
- (3) The members of the Court elected by the Student Union(s) under items (19),(20) and (21) of group-B of sub-section(1) of Section 24-A of the Act shall, subject to the provisions of section 51 of the Act, hold office for a term of one year, commencing from the date of publication of their, names in the Madhya Pradesh Gazette.
- (4) **Meeting of the court** – The Court shall meet as often as considered necessary on such dates as may be fixed by the Vice-Chancellor.
 - (a) The ordinary meeting held in a Calendar year shall be the Annual General Meeting of the Court;
 - (b) The Vice-Chancellor shall, on requisition in writing, signed by not less than one-third members of the Court and specifying the business to be discussed, convene a special meeting of the Court, within thirty days of the receipt of such requisition.
 - (c) No special meeting of the Court shall be convened unless a period of three months has elapsed since the last meeting of the Court;
 - (d) When a date has been fixed for meeting of the Court, the Registrar shall give twenty clear days' notice, in writing, to the members of such a meeting.

22-A. Board :-

- (1) The Chancellor shall notify the appointment, election or nomination to the Board, as the case may be in accordance with Section 25 of the Act.
- (2) As laid down in sub-section (3) of Section 25 of the Act, the members of the Board (other than ex-officio members) nominated or elected, as the case may be, shall, subject to the provisions of Section 51 of the Act, hold office for a term of three years. The terms shall commence from the date on which their nomination or election is published in the Madhya Pradesh Gazette.

23. Academic Council –

- (1) Three teachers to be elected under item (v) of Sub-section (1) of section 28 shall be elected by ballot as follows :-
 - (a) One member shall be elected by the Faculty of Agriculture from amongst its members,
 - (b) One member shall be elected by the Faculty of Veterinary Science & Animal Husbandry from amongst its members;
 - (c) One member shall be elected by the other Faculties, if any, from amongst their members, by rotation, as may be determined by the Vice-Chancellor.
- (2) Academic Council shall, by regulations, provide for the development of curriculum and syllabi by various Faculties in accordance with the objectives of the Faculty and the Degree requirements of the Vishwa Vidyalaya. Such regulations shall also provide that proposals of the Faculties shall be subject to the approval of the Academic Council.

24. Faculties.-

- (1) The Vishwa Vidyalaya shall have the following Faculties namely :-
 - (i) Faculty of Agriculture.
 - (ii) Faculty of Veterinary Science & Animal Husbandry.
 - (iii) Faculty of Agricultural Engineering.
 - (iv) Faculty of each of such subject other than those mentioned above for which a new institution is opened or similar other Faculties offered to qualify students for academic degrees.
- (2) Each Faculty shall consist of the following members.-
 - (a) Dean of the Faculty – Chairman.
 - (b) All Deans of Colleges.
 - (c) Heads of the Department of Studies in the Faculty.
 - (d) All Professors and six Research specialists and three Extension specialists, employed in the service of the Vishwa Vidyalaya, nominated by the Dean of Faculty in consultation with Director Research / Director Extension for a period of one year from the date of notification.
 - (e) One Associate Professor and if there be no Associate Professor, Assistant Professor from each Department in the Faculty, by rotation, for each academic year, according to seniority.
 - (f) Director of Research Services.
 - (g) Director of Extension Services.
 - (h) Director of Instructions.
 - (i) Director of Farms.
 - (j) Not more than two members, not in employment of the Vishwa Vidyalaya, as the Dean of Faculty may co-opt for a period of two years.
 - (k) One member from each of the other Faculties as the Chairman may, in consultation with the Dean of the Faculty concerned, co-opt for such period as he may deem fit.
 - (l) No member other than those specified in the Statute shall attend the meeting of the Faculty.

3. Each Faculty shall be responsible to its Dean.
4. Each Faculty shall draw up a college organisational plan which provides for such departments as deemed best and shall define the scope of the work to be done by the College and the various departments comprised in each such Faculty. A proposal of a Faculty shall be considered by the Academic Council and, if approved by the Council shall be forwarded to the Board for its consideration. Any Changes desired by the Council and/or Board shall be referred to the Faculty.
5. Each Faculty shall consider and make such recommendations to the Academic Council on any question pertaining to its sphere of work as may appear to it necessary or on any matter referred to it by the Academic Council.
6. Subject to Regulations made by the Academic Council, each Faculty shall develop college curricula and course outlines to meet the degree requirements of the Vishwa Vidyalaya, and shall provide teaching, laboratory and field experiences and other opportunities for learning and shall participate in research and extension activities in accordance with the objective of the Vishwa Vidyalaya.
7. Subject to the provisions of the Statutes, each Faculty shall prescribe detailed conditions of admission of students to the College and to the various courses of study in the Faculty; shall formulate standard for the evaluation of the progress and attainments of the students of the college, and recommend dismissals of students who fail to meet the academic requirements of the college and Vishwa Vidyalaya.
8. A Faculty shall recommend to the Board for its consideration and making recommendations to the court that degrees be conferred on students who have satisfactorily fulfilled the degree requirements of the Faculty and Vishwa Vidyalaya.
9. Subject to the Statutes, A Faculty shall –
 - (a) assist the Extension Services on the development of plans for training of cultivators and others who are not students of the college and shall recommend to the Director of Extension Services, the issuance of diplomas, certificates or other recognition to those meeting the prescribed requirements; and
 - (b) assist the Research Service on the development of plans for the conduct of research work aimed at practical solution to cultivator problems.

25. Other Authorities :-

In addition to the authorities mentioned in item (i) to (iii) of Section 24, the following shall be the authorities of the Vishwa Vidyalaya, namely :-

- (1) Administrative Council.
- (2) Extension Education Council.
- (3) Research Council
- (4) Council of Post-graduate Studies.

26. Administrative Council :-

- (1) The Administrative Council shall consist of the following persons, namely: -
- (a) Vice -Chancellor - Chairman.
 - (b) Comptroller
 - (c) Registrar - Secretary.
 - (d) All Deans of Faculties.
 - (e) Two Deans of Colleges nominated by the Vice-Chancellor for a period of one year by rotation.
 - (f) Director of Instructions.
 - (g) Director of Research Services.
 - (h) Director of Extension Services.
 - (i) Superintendent of Physical Plant.
 - (j) Two Heads of Departments from Agriculture Faculty, two from the Faculty of Veterinary Science & Animal Husbandry and one from the Faculty of Agricultural Engineering in rotation according to the seniority for a period of one year.
 - (k) Dean of Student Welfare.
 - (l) Director of Farms.
- (2) It shall be the duty of the Administrative Council to make recommendations to the Vice-Chancellor on all matter with which, Vishwa Vidyalaya is concerned, save matters pertaining to academic aspects, as may be referred to it by the Board, the Vice-Chancellor, the Academic Council or the Faculties.

27. Extension Education Council :-

- (1) The Extension Education Council shall consist of the following persons, namely:
- (a) Director of Extension Services - Chairman.
 - (b) All Deans of Faculties and all Deans of Colleges-one of the Deans of Colleges as may be appointed by the Chairman shall act as its Secretary.
 - (c) Director of Research Services.
 - (d) Director of Instructions.
 - (e) Director of Farms.
- (2) The Extension Education Council shall be responsible to the Director of Extension Services and shall consider and make recommendations on all matters pertaining to Education Extension and specially with respect to :-
- (a) Training of College Students.
 - (b) Agricultural rural life extension Service.
 - (c) Preparation of education material for cultivators.
 - (d) Conduct of short courses, etc., for non -students.
 - (e) Field extension programmes for the benefit of cultivators.
 - (f) The development of agriculture production and making co-operatives.
 - (g) Preparation of material for development of agriculture such as publications, films, etc., for better development of extension.

28. Research Council. :-

- (1) The Research Council shall consist of the following members, namely: -
 - (a) Director of Research Services – Chairman.
 - (b) All Deans of Faculties and Deans of Colleges.
 - (c) Director of Extension Services.
 - (d) Director of Instructions.
 - (e) Director of Farms.
 - (f) Librarian.
 - (g) Such other Heads of Department, not more than two, as may be nominated by the Director of Research Services.
 - (h) One of the Deans of Colleges to be nominated by the Director of Research Services – Secretary.
- (2) The Research Council shall be responsible to the Director of Research Services and shall consider and make recommendations on all matters pertaining to agriculture research of the Vishwa Vidyalaya and especially with respect of :-
 - (a) Agriculture rural life research service;
 - (b) Preparation of material for development of agriculture such as publications, films, etc., for better development of research.

29. Council of Post-graduate Studies :-

- (1) The Council of Post-graduate Studies shall consist of the following members namely: -
 - (a) Director of Instructions – Chairman.
 - (b) All Deans of Faculties and All Deans of Colleges – One of the Deans of Colleges as may be appointed by the Chairman shall act as its Secretary.
 - (c) Director of Research Services.
 - (d) Director of Extension Services.
 - (e) Director of Farms.
- (2) The Council of Post-graduate Studies shall work under the overall purview of the Academic Council but shall be responsible to the Director of Instructions and shall consider and make recommendations on all matters pertaining to post-graduate studies and especially with respect to: -
 - (a) development and laying down of standards of admission to post-graduate course of the Vishwa Vidyalaya;
 - (b) prescription of courses, research and other requirements for post-graduate degrees;
 - (c) evaluation of performance of candidates for post-graduate degrees with concurrence of the Dean of the Faculty concerned for the award of post-graduate degree ;
 - (d) performance of such other functions as may be assigned by the Board and Vice-Chancellor;

30. Committees of the Authorities of the Vishwa Vidyalaya :-

- (1) Each authority of the Vishwa Vidyalaya may appoint such committees as it may consider necessary for the efficient discharge of the duties, assigned to it by or under the act.
- (2) There may be appointed on each Committee a member or members of other authorities and such members of the staff of the Vishwa Vidyalaya as the authority may deem fit to appoint.

31. Travelling allowance and Daily allowance payable to members of authorities :-

The members of the authorities or any of their committees shall be paid travelling and daily allowances for attending meeting of the authority or any Committee thereof at such rates as the Board may by Regulations determine.

CHAPTER IV – EMPLOYEES OF THE VISHWA VIDYALAYA

A – Teachers of the Vishwa Vidyalaya

32. VISHWA VIDYALAYA TEACHERS :-

(1) Teachers of the Vishwa Vidyalaya shall be either -

(a) Servants of the Vishwa Vidyalaya paid by the Vishwa Vidyalaya for imparting instructions and/ or conducting and guiding research and/or extension programmes as -

- (i) Professor,
- (ii) Associate Professor,
- (iii) Assistant Professor.

Explanation.

Any “ Teacher” subsequently appointed as an “Officer” as defined under Section 12 of the Act and Statute 3 (except the Chancellor and the Vice-Chancellor) by promotion or otherwise and has been engaged in teaching for not less than twenty years and holds a lien on a post in the V.V. shall also be a teacher, under this Statute.

(b) Persons appointed by the Board as Honorary teachers in any of the aforementioned categories on such terms and conditions as the Board may prescribe by regulations.

(2) A teacher shall be eligible to impart instruction and/ or conduct or guide research and / or extension programme only upto such standard for which he is recognised as such in accordance with the Regulations made by the Board in this behalf.

(3) A teacher shall perform such functions and discharge such duties as may be prescribed by Regulations by the Academic Council.

(4) The Word ‘Teachers/Teacher’ wherever it occurs includes person engaged in Research and Extension activities.

33. Deleted.

34. Qualifications for teachers of the Vishwa Vidyalaya :-

Subject to the approval of the Board the Academic Council shall, by Regulations, prescribe the qualifications for candidates for the various grades of teachers of the Vishwa Vidyalaya.

35. Deleted.

36. Scales of pay of teachers and other terms and conditions of their service:-

(1) Subject to the approval of the State Government, the scales of the salaried teachers of the Vishwa Vidyalaya shall be as follows: -

- | | | | |
|-------|--|---|--------------------------------|
| (i) | Professor | - | Rs. 16400-450-20900-500-22400* |
| (ii) | Associate Professor | - | Rs. 12000-420-18300* |
| (iii) | Assistant Professor | - | Rs. 8000-275-13500* |
| (iv) | Assistant Professor
(Senior Grade) | - | Rs. 10000-325-15200* |
| (v) | Assistant Professor
(Selection Grade) | - | Rs.12000-420-18300* |

N.B.- (*) Scale of pay have been given effect from 1.1.1996 and subsequent revised scale of pay as approved by the State Govt. of M.P. from time to time hereinafter.

(2) On the specific recommendations by the Selection Committee supported by reasons recorded in writing, the Vice-Chancellor in consultation with the Comptroller may sanction a higher initial salary;

- (a) not exceeding seven advance increments over the initial pay in the scale of the post to which appointment is to be made; or
- (b) in the case of candidate already employed, not exceeding five increments over his pay elsewhere and in case his said pay does not correspond to any stage in the scale of pay for the post, the stage in the said scale just below the salary the candidate is already drawing.

NOTE:- All cases in which advance increments are granted under(a) and (b) shall be duly reported to the Board within four months of the appointment.

(3) Subject to the provisions of the Act.... these Statutes the other conditions of service of the Teachers of the Vishwa Vidyalaya shall be those embodied in an Agreement of service prescribed by the Vishwa Vidyalaya for teachers.

(4) All salaried teachers of the Vishwa Vidyalaya shall be whole time teachers and shall be entitled to leave, leave salary, allowance and other benefits as may be prescribed in the behalf by the Board from time to time for its employees.

(5) The word 'Teacher' wherever it occurs includes persons engaged in Research and Extension activities.

B - Heads of departments, Heads of Research Station and Heads of Field Extension Unit.

37. Deleted.

38. Responsibilities and duties, etc., of Head of Department: -

As a Department is the primary unit of teaching, research and extension in a particular field of knowledge within a Faculty, the responsibilities, and duties of the Head of Department shall be as follows: -

- (a) He shall be responsible to the Dean of Faculty for organisation of the teaching in the Department, for the quality and efficient progress of the work related therewith and for the formulation and execution of Departmental policies as they effect the Department.

- (b) He shall report on the teaching, research and extension work of the Department to the Dean of College concerned with copies to other Deans of Colleges and the Dean of Faculty.
- (c) He shall have general supervision of the work of students in the Department.
- (d) He shall prepare the Departmental budget and be responsible for distribution and expenditure of departmental funds and for the care of departmental property.
- (e) He shall regularly call meetings of the departmental staff for discussion of policies, educational procedures and research and inform staff members of the Department regarding the nature and scope of the work in charge of the Department.
- (f) To exercise such powers and discharge such duties as may be delegated or entrusted to him by the Director Research and Director Extension and to be responsible through the Dean of Faculty to the officer, whose powers and duties he exercises.

C- Other Employees of the Vishwa Vidyalaya and their conditions of Service etc.

39. Service personnel :-

The Vishwa Vidyalaya shall employ such other service personnel other than those hereinbefore mentioned, as may from time to time be needed to carry on the activities of the Vishwa Vidyalaya. The pay scales, qualifications for recruitment, conditions of Services and duties to be performed by such service personnel shall be such as may be prescribed by the Board. Such service personnel shall be under the control of the respective officers concerned of the Vishwa Vidyalaya and shall be responsible to them provided that appeals against punishments and adverse application of service conditions, shall be with the authority, next above the appointing authority.

D - General.

40. Additional work of Vishwa Vidyalaya employees.:-

- (1) An employee of the Vishwa Vidyalaya shall be entitled to additional compensation for work done for the Vishwa Vidyalaya in addition to his regularly prescribed duties, when so sanctioned by and at such rate of pay as may be approved by the authority or officer indicated herein for the pertinent class of employees: -

Officers	-	Board
Teachers	-	Vice-Chancellor
Service Personnel	-	Comptroller.

- (2) An employee of the Vishwa Vidyalaya (including an officer, teacher or service personnel) shall not engage in activities outside the Vishwa Vidyalaya when any such activity does or is likely to result in damage to the best interests of the Vishwa Vidyalaya. Questions on the propriety of any such activity shall be considered by the authority indicated herein. In an activity is found not to be in the best interests of the Vishwa Vidyalaya, the authority shall recommend to the Board, through the Vice-Chancellor, that the employee does not engaged or cease to engage in such activity. The decision of the Board shall in the matter be final and transmitted in writing to the employees: -

Officer	-	Administrative Council
Teachers	-	Academic Council
Service Personnel	-	Administrative Council.

- (3) No employee of the Vishwa Vidyalaya shall be eligible to additional remuneration except as provided in these Statutes.

41. Leave :-

Until the Board may make Regulations in the matter of leave, all the employees of the Vishwa Vidyalaya shall be governed by the leave rules applicable to State Government servants of the corresponding grade.

41-A. Emoluments of a retired employee :-

Notwithstanding anything contained in the Statutes, the emoluments of an employee, other than the Vice-Chancellor who is recruited after his retirement from Government Service, shall be fixed in the Vishwa Vidyalaya on the basis of last pay drawn minus pension and pension equivalent of death-cum-retirement gratuity, provided that the Board may in any specific case, for reason to be recorded in writing, relax the provision under this statute.

CHAPTER - V - PROVIDENT FUND, GRATUITY, ETC.

42. Definitions :-

In the Chapter unless the Context otherwise requires: -

- (a) "Salary" in relation to an employee means monthly salary and includes all fixed monthly allowances by way of pay, acting and personal allowances but does not include any other allowances;
- (b) "Employee" means a person in the whole-time service of the Vishwa Vidyalaya appointed on probation or otherwise to a permanent or temporary post, but does not include a person on deputation or employed on daily wages or work charged establishment;

Provided that if the scale of pay of a post does not go upto Rs. 60/- or above, the incumbent of such a post shall not be deemed to be an employee of the Vishwa Vidyalaya for the purposes of this Chapter;

- (c) "Subscriber" means a servant on whose behalf a deposit is made under these statutes;
- (d) "Continuous Service" Means uninterrupted service and includes period of leave on average pay or half average pay and of service preceding and following the period of extra ordinary leave but not the period of extra-ordinary leave;
- (e) "Family" Means;
 - (i) in the case of male subscriber, the wife, children whether married or un-married, and dependent parents of the subscriber, and the widow and children of deceased son of the subscriber provided that if a subscriber proves that his wife has ceased, under the personal law governing him or the customary law of the community to which the spouse belongs to be entitled to maintenance, she shall no longer be deemed to be a part of the subscriber's family for the purpose of this scheme, unless the subscriber subsequently intimates by express notice in writing, she shall continue to be so personal; and

- (ii) In the case of female subscriber, the husband and children of the subscriber, the dependent parents of the subscriber or of the husband, and the widow and children of a deceased son of the subscriber;

Provided that if a subscriber by notice in writing to the committee expresses her desire to exclude her husband from the family, the husband and his dependent parents shall no longer be deemed to be a part of the subscriber's family for the purpose of this scheme, unless the subscriber subsequently cancels in writing any such notice;

Explanation- In either of the above two cases, if the children of a subscriber have been adopted by another person and if, under the personal law of adopter, adoption is legally recognised, such a child shall be considered as excluded from the family of the subscriber.

- (f) "Fund" means the "J.N.Krishi Vishwa Vidyalaya Contributory provident Fund";
(g) "Year" means the financial year of the Vishwa Vidyalaya;
(h) "Committee" means the Committee of Trustees appointed for the administration of the Fund.

43. Administration of Fund Account and Audit :-

- (1)(a) The Fund shall be held by the Vishwa Vidyalaya and shall be administered by a Committee of Trustees comprising of the Vice-Chancellor, Registrar, Comptroller, and at least two representatives of the employees to be nominated by the Vice-Chancellor.
- (b) All money belonging to the Fund shall be deposited with the Reserve Bank of India, State Bank of India or in such scheduled Banks as may be decided in this behalf by the Committee or invested in the securities of States or Central Governments, in the name of the "J.N.Krishi Vishwa Vidyalaya Contributor Provident Fund" to be operated by one or more persons singly or jointly as may be nominated by the Committee. The Committee, at its discretion, may also open Saving Bank Account and/or Cumulative Time Deposit Account in the individual name of the subscribers in the post office or Banks and arrange for its operation in the above manner.
- (c) The Accounts of the Fund shall be made up yearly as at the 31st March and an audited statement of accounts shall be submitted to a meeting of the Committee to be held not later than the 31st August, in every year or within two months of the annual audit of the accounts whichever is later and a copy of such statement shall be made available to the subscribers as soon as may be after such meeting.
- (d) The accounts of the fund shall be audited by the same authority which audits the accounts of the Vishwa Vidyalaya or by a Chartered Accountant appointed by the Vishwa Vidyalaya.

(2) **Meeting of the Committee.-**

At every meeting of the Committee, the Vice-Chancellor or in his absence the Registrar or in the absence of both, the Comptroller, shall preside. The presence of at least three members shall be necessary to form a quorum for the transaction of business. Each member shall have one vote and in cases of equality of votes, the presiding officer shall have casting vote.

44.(1) Subscription to the Fund:-

- (a) Every employee of Vishwa Vidyalaya shall be entitled and required to become a subscriber to the Fund from the beginning of the month following that in which he had completed one years continuous service except those absorbed in Vishwa Vidyalaya service under Section 55 of the Act and have opted for Pension and General Provident Fund Scheme of retirement benefit;

Provided that an employee who has been admitted to the benefits of the Provident Fund in terms of the provisions of foregoing para shall have the option within 60(sixty) days of his completing one years continuous service to make subscription from the date of his appointment in the Vishwa Vidyalaya and in that case the Vishwa Vidyalaya shall also contribute to his account the sum at such rate as prescribed under these statutes. The arrears of subscription shall be recovered in suitable monthly instalments;

Provided further that nothing in this paragraph shall apply to an employee employed on contract unless the terms of his contract otherwise provide.

- (b) Any employee excluded by Sub-para (a) and any other person in receipt of other than casual remuneration from the Vishwa Vidyalaya may also subscribe to the Fund, if so permitted by the Committee.

(2) Rate of Subscriptions: -

- (a) The subscriber shall subscribe monthly to the Fund at such rate of his pay not being less than 10% as may be fixed by him from time to time. The application for fixing the rate of subscription shall be made in the prescribed form. Such subscription shall be deducted by the Vishwa Vidyalaya from the pay payable to the subscriber every month in amounts rounded off to the nearest rupee. The Vishwa Vidyalaya's contribution will remain fixed as provided by the statutes.
- (b) Within the above limits, the subscriber can change the rate of subscription with effect from the commencement of each financial year.
- (c) The rate of subscription once fixed shall remain unaltered throughout the year.
- (d) Notwithstanding anything contained in clauses (a) to (c) of paragraph 44(2) employees shall subscribe monthly to the Fund, such portions of the Dearness Allowance as may from time to time be directed by the Vice-Chancellor in this behalf. No contribution shall be payable by the Vishwa Vidyalaya on account of such subscription.

(3) Subscription of an employee on leave:-

The subscription of the subscriber absent on leave shall, during the period of such absence, be assessed on his leave pay but any such subscriber shall be at liberty to subscribe on the full amount of his pay provided notice in writing of his desire to do so is given by him not less than 14 days in advance of the first payment of his leave salary to the officer responsible for paying him. However subscription of an employee under suspension shall not be made, without his consent during his period of suspension, but if he is honourably acquitted and reinstated on full pay, full contribution will be recovered from him for the period of suspension and the Vishwa Vidyalaya share will be payable as per rules.

(4) Vishwa Vidyalaya's Contribution: -

Save as otherwise provided, the Vishwa Vidyalaya shall contribute to the Fund every month 10% of the salary of each subscriber as employer's contribution to the fund, provided that no such contribution shall be made by the Vishwa Vidyalaya in respect of a subscriber who has been permitted to subscribe under sub-para 44 (1) (b) of Statute.

45. Interest: -

The Vishwa Vidyalaya shall on the 31st day of March every year or as soon as thereafter as is possible;

- (i) Prepare an account of the total interest accrued and received on the investment of the Fund during the year;
- (ii) determine and notify with the approval of the Vice-Chancellor of the Vishwa Vidyalaya the rate at which interest shall be allowed during the year on all deposits standing to the credit of every subscriber of the Fund;
- (iii) credit the amount of interest due to every subscriber based on the balance monthly products of each subscriber's account during the preceding year; and
- (iv) interest on all sums standing in the books of the Fund to the credit of a subscriber shall be payable for a period of six months beyond the date of retirement/ resignation/ termination/ death.

..Provided that interest shall be paid upto a period of one year from that date if the delay in payment is found to be on the part of the Vishwa Vidyalaya.

46.(1) Withdrawals from the fund and recoveries :-

At the discretion of the committee a temporary advance, not exceeding in any case the subscriber's own subscription and interest thereon, may be granted to a subscriber on application, out of the amount standing to his credit in the fund, subject to the following conditions :-

- (A) No advance shall be granted unless the Committee is satisfied that the applicants pecuniary circumstances justify it and an undertaking is given that it will be expended on the following object or objects and not otherwise;
 - (i) to pay expenses incurred in connection with the illness of the subscriber or any person of his family or in special circumstances of any other person actually dependent upon him. The part final withdrawal shall be allowed for this purpose after completion of 20 years services and the amount of withdrawal shall not exceed one half of the balance or six months pay, whichever is less.
 - (ii) to pay for the overseas passages for reasons of health or education of the applicant or any other person actually dependent upon him;
 - (iii) to meet the cost of education of himself or of any person actually dependent on him in the following types of cases :
 - (a) For education outside India, whether for an academic, technical, professional or vocational courses,
 - (b) For medical, engineering and other technical or specialised courses in India beyond the high school stage, provided that the courses of study is not less than three years,

(c) The Part-final withdrawal shall also be admissible for the purposes mentioned under items (a) and (b) above after completion of 20 years of services. The amount of withdrawal shall not exceed three months pay or half of the balance, whichever is less, and will be permissible every six months i.e. twice in any financial year provided that it will not ordinarily be allowed before the expiry of six months from the date of previous withdrawal.

(iv) to pay obligatory expenses in a scale appropriate to the subscriber's status to which by customary usage the applicant has to incur in connection with the marriage, funeral or any ceremony relating to any person referred to in sub-clause (1);

(v) to meet the expenditure on building, repairs, remodeling or purchase of a house and/or a site for a house provided that such house or site shall not be encumbered or alienated in any manner without prior permission from the Vishwa Vidyalaya or the Sanctioning authority:

Provided that in the case of an employee whose income under the head "Salaries" does not exceed the amount prescribed under Income Tax Rules, 1962, the Committee may, in its discretion waive the condition that such house or site shall be assigned to them and instead require as a condition that the employee shall not encumber or alienate the property in any manner;

(vi) to pay premium on policies of insurance on the life of the employee or his wife:

Provided that the number of policies in respect of which the facility referred to above is allowed will not exceed 4 at a time and the premia shall not be payable otherwise than annually:

Provided further that the amount of advance for the purposes of payment of insurance premium shall be limited to the limit specified under Statute 46(2)(a)

(vii) to meet the cost of legal proceedings constituted by the employee for vindicating its position in regard to any allegations made against him in respect of any act done or purporting to be done by him in the discharge of his official duty or meet the cost of his defence when he is prosecuted by the employer in any court of law in respect of any official misconduct on his part :

Provided that the advance under this para shall not be admissible to an employee who instituted legal proceedings in any court of law either in respect of any matter unconnected with his official duty or against employer in respect of any condition of service or penalty imposed on him;

(viii) to meet any other expense or liability which in the opinion of the Committee is extraordinary and beyond the ordinary means of the subscriber; such as advance for purchase of grain etc.

Explanation - For the purpose of sub-rule (1), "Family" means any of the following persons who are wholly dependent on the employee, namely:- the employee's wife, legitimate children, step-children, parents, sisters and minor brothers.

(2) Conditions for withdrawal for Various Purposes: -

The amounts of advances as admissible under the following rules are subject to the condition that the balance left at the credit of the subscriber, after the sanction of advance, shall not be less than Rs.100/- in case of class IV employees and Rs.400/- in case of others.

(a) An advance shall not, except for under mentioned and other special reasons to be recorded in writing by the sanctioning authority, exceed three months pay or half the amount of subscriber's own contribution to the Fund and interest thereon, whichever is less.

(i) The withdrawal in connection with expense on marriages as specified in clause (iv) of Statute 46(1) (A) shall not exceed six months pay or the total of the accumulation of exempted contributions and exempted interest lying to the credit of the employees, after leaving the minimum balance as laid down in Rule 46(2) above, whichever is less;

Provided further where a withdrawal is allowed after completion of 20 years of service for the marriage of sons and daughters and any other female relation actually dependent on him, the amount of withdrawal shall not exceed 10 months pay or half the balance whichever is less and shall be treated as part final withdrawal. In special cases, the sanctioning authority may relax this limit to the extent of 15 months pay or 75% of balance, whichever is less.

(ii) The withdrawal for the purpose specified in clause (v) of sub-para (a) of Statute 46(1) shall be subject to the following conditions: -

- (1) the amount of withdrawal shall not exceed one half of the amount standing to the employee's credit or the actual cost of the house and/or of the site, whichever is less. The sanctioning authority may however sanction, the withdrawal of an amount in excess of the prescribed limit, but not exceeding 75% of the balance at credit of the subscriber in the Fund, as a special case, at his discretion;
- (2) the employee shall have completed ten years of service or is due to retire within the next ten years;
- (3) the construction and /or repairs, remodeling of the house should be commenced within six months of the withdrawal and should be completed within one year from the date of the commencement of the construction;
- (4) if the withdrawal is made for the purchase of a house and/or a site for a house, the purchase should be made within six months of the withdrawal;
- (5) if the withdrawal is made for the repayment of loan previously raised for the purpose of construction or purchase or repairs, remodeling of a house the repayment of the loan should be made within three months of the withdrawal;
- (6) Where the withdrawal is for the construction of a house, it shall be permitted in two or more equal instalments (not exceeding four), a later instalment being permitted only after verification by the Committee about the actual utilization of the withdrawal;

- (7) The withdrawal shall be permitted only if the house and/or site is free from encumbrances and no withdrawal shall be permitted for purchasing a share in a joint property or building or house or land whose ownership is divided;
- (8) If the amount withdrawn exceeds the actual cost of the purchase or construction or repairs, remodeling of the house and / or site, or if the amount is not utilized for the purpose for which it is withdrawn the excess of the whole amount, as the case may be, shall be refunded to the Committee forthwith in one lump sum together with interest from the month of such withdrawal at the rate prescribed in statute 46(3)(viii). The amount refunded shall be credited to the employee's amount in the provident Fund;
- (iii) The withdrawal for the purpose specified in clause (vii) of Statutes 46(1)(A) shall not exceed three months pay or Rs. 500/- whichever is greater, but shall in no case exceed half the amount to the credit of the employee.
- (iv) The amount of temporary advance for purchase of plot of site shall not exceed six months pay or half the balance or actual cost of the site whichever is less and will not be admissible until after completion of five years of services, provided the house site/plot shall not be encumbered or alienated in any manner without prior permission of the Vishwa Vidyalaya. Repayment of this advance shall be made in not more than 30 instalments.
- (b) The advance shall in no case exceed the amount of subscriber's own contribution to the Fund and interest thereon.
- (c) For the purpose of this rule, 'pay' means the pay to which the employee is entitled at the time when the withdrawal is granted or, in the case of an employee referred to in sub rule (2) of Rule 5 of Part A of the Fourth Schedule of the Income Tax Act 1961, the pay (including increments, if any) which he would have received had he not entered the armed forces of the Union or been taken into or employed in the National Service.
- (d) An advance shall not except for special reasons, be granted until at least 12 months after the final repayment of all previous advances together with interest unless the amount already advanced does not exceed two thirds of the amount admissible under statute 46(2)(a):
- Provided that an advance may be granted for the payment of insurance premium specified in para 46(1)(A)(vi) notwithstanding that sum advanced for any other purpose has not been repaid.
- (i) A second advance shall not except under special circumstances be granted to a subscriber if more than half the advance given in the first instance is out-standing.
- (ii) If two advances are running concurrently, a third advance shall not be granted until at least one year has lapsed since the complete recovery of the first advance together with interest thereon. Advance given for purpose of grains will not be counted in this limit of two advances.

(3) Repayment of Amounts Withdrawn: -

- (i) Subject to provisions of Statute 46(2)(a)(ii)(1) to (8) where a withdrawal is allowed for a purpose specified in clause (v) and (vi) of Statute 46(1)(A) the amount withdrawn need not be repaid.
- (ii) Where a withdrawal is allowed in connection with the marriage as specified in clause (iv) of Statute 46(1)(A) the amount withdrawn shall be repaid in not more than forty-eight equal monthly instalments.
- (iii) Where a withdrawal is allowed for any other purpose the amount withdrawn shall be repaid in not more than twenty four equal monthly instalments.
- (iv) A subscriber may at his option repay more than one instalment in one month.
- (v) Each installment shall be in whole rupee, the amount of the advance being raised or reduced, if necessary, to admit the fixation of such instalments.
- (vi) The Vishwa Vidyalaya shall deduct the installments aforesaid from the employee's salary, and pay than to the Fund. The deductions shall commence from the second monthly payment of salary made after withdrawal. Recovery shall not be made, except with the subscriber's consent while he is on leave other than ordinary leave on full average pay, or in receipt of subsistence grant.
- (vii) Recoveries made under this statute shall be credited as they are made to the subscriber's account in the Fund.

(viii) After the principal of the advance has been fully repaid, interest shall be recovered at the same rate as is to be credited to the employees provident fund deposits during the year of sanction and as shown in the following table: -

Where the amount is repaid in not more than 12 monthly instalments.	One instalment of interest on the amount withdrawn.
Where the amount is repaid in more than 12 but not more than 24 monthly instalments.	Two instalments of interest on the amount withdrawn.
Where the amount is repaid in more than 24 but not more than 36 monthly instalments.	Three instalments of interest on the amount withdrawn.
Where the amount is repaid in more than 36 but not more than 48 monthly instalments.	Four instalments of interest on the amount withdrawn.
Where the amount is refunded under Statute 46(2)(a)(ii)(8).	One instalment of the interest on the amount which is refundable.

Provided that at the discretion of the Committee interest may be recovered on the amount aforesaid or the balance thereof outstanding from time to time at 1 per cent above the rate which is payable for the time being on the balance in the Fund at the credit of the employee.

- (ix) Whole of interest shall ordinarily be recovered in the month after complete repayment of the principal but if the period of payment of advance exceeds 20 months, interest may if the subscriber so desired be recovered in two equal instalments.
- (x) Each advance shall be treated separately for the purpose of recovery.

(4) Conversion of an advance into part-final withdrawal :-

Subject to eligibility for part-final withdrawal, a subscriber who has already drawn or may draw in future an advance for any purpose specified in sub-clauses (i), (ii), (iii) and (iv) of clause (1) and sub-clause(a) (iv) of clause (2), may convert at his discretion by written request to the competent authority, the balance outstanding against it, into a part final withdrawal.

47. Payment of amount standing to the credit of the Subscriber.-

(i) The sum standing to the credit of a subscriber shall become payable on his quitting the service by way of resignation, termination, dismissal, death, retrenchment and/or retirement subject to further condition specified in Statute 47 (ii) provide that there may if the Committee so directs, be deducted there from and paid to the Vishwa Vdiyalaya.

(a) any amount due under a liability incurred by the subscriber to the Vishwa Vidyalaya upto the total amount contributed by the Vishwa Vidyalaya to his account including the interest credited in respect thereof.

(b) Where the subscriber has been dismissed from his employment on account of gross misconduct or gross negligence, the whole or any part of the amount of employer's contributions together with interest credited in respect thereof.

(ii) No employee shall be entitled to receive the amount contributed by the Vishwa Vidyalaya on his behalf and the interest thereon unless he has been in the service of the Vishwa Vidyalaya for a continuous period of five years from the date he has been permitted to subscribe to the provident fund at the rate prescribed in Statute 44(2)(a) and that he has been permitted to resign or has retired; or on his death or on account of retrenchment from the post.

Explanation – The account shall be closed on the day ,the event takes place.

48. N O M I N A T I O N S :-

(1) Every subscriber shall as soon as may be after joining the fund send to the Vishwa Vidyalaya office a nomination conferring in the event of his death on one or more persons the right to receive the amount that may stand to his credit in the fund.:

Provided that if, at the time of making the nomination the subscriber has a family, the nomination shall not be in favor of any person or persons other than the members of his family.

(2) If a subscriber nominates more than one person under sub-paragraph(1) he/she shall specify in the nomination the amount of share payable to each of the nominees in such manner as to cover the whole of the amount that may stand to his/her credit in the Fund at any time.

(3) Every nomination shall be made in the prescribed form.

(4) A subscriber may at any time cancel nomination by sending a notice in writing to the Vishwa Vidyalaya office:

Provided that a subscriber shall along with such notice send a fresh nomination made in accordance with the provisions of this Statute.

(5) A subscriber may provide in a nomination:-

- (a) in a respect of any specified nominee that in the event of his predeceasing the subscriber, the right conferred upon that nominee shall pass to such other persons as may be specified in the nomination:
- (b) that the nomination shall be come invalid in the event of the happening or not happening of a contingency specified therein:

Provided that if at the time of making the nomination the subscriber has no family the nomination shall become invalid in the event of his subsequently acquiring a family.

(6) Immediately on the death of nominee in respect of whom no special provision has been made in nomination under clause (a) sub-paragraph (5) or on the occurrence of any event by reasons of which the nomination becomes invalid in pursuance of clause (b) of sub-paragraph (5) of the provision thereto the subscriber shall send to the Vishwa Vidyalaya office a notice in writing canceling the nomination together with a fresh nomination made in accordance with provisions of this Statute.

(7) Every nomination made and every notice of cancellation given by a subscriber shall, to the extent that it is valid, take effect, on the date on which it is received by the Vishwa Vidyalaya office.

49. Agreement to be executed by Subscriber: -

Every employee on becoming a subscriber to the Fund shall execute an agreement in the prescribed form.

50. Expenses of the Fund:-

All expenses relating to the administration of the Fund including the pay and allowances of the staff appointed for the purpose of administering the Fund shall be borne by the Vishwa Vidyalaya and shall not be charged to the Fund.

51. Powers of the Committee:-

- (i) For matters not provided in this Chapter the Committee may exercise such powers as may be necessary for the administration of the Fund.
- (ii) The Committee may also prepare supplementary Regulations and adopt the same with the approval of the Board:

Provided that the Committee shall exercise powers and prepare Regulations in accordance with the provision of Provident Fund Act of 1925 or Employees Provident Act 1952 and the scheme and rules framed there under

52 Provident Fund to be free from all liability:-.

- (a) The amount standing to the credit of any member in the Fund (or of any exempted employee in a provident fund) shall not in any way be capable of being assigned or charged and shall not be liable to attachment under any decree or order of any Court in respect of any debt or liability incurred by the member (of the exempted employee), and neither the official assignee appointed under the Presidency Towns Insolvency Act 1909, nor any receiver appointed under the Provincial Insolvency Act 1920 shall be entitled to, or have any claim on, any such amount.

- (b) Any amount standing to the credit of a member in the Fund or of an exempted employee in the Fund at the time of his death and Payable to his nominee under the statutes or the rules relating to the Provident fund shall, subject to any deduction authorized by the said statutes or rules, vest in the nominee and shall be free from any debt or other liability incurred by the deceased or the nominee before the death of the member or the exempted employee.

53. Gratuity: -

Employees of the Vishwa Vidyalaya, whose maximum salary is less than Rs.60 per mensem and who are not entitled, to the benefits of the Vishwa Vidyalaya Provident Fund, may be granted gratuity according to the following scale:-

- (a) No gratuity shall be paid to a servant of ten year's standing or less.
- (b) If a servant has served for more than ten year's but has not served for more than twenty years a gratuity of one month's pay for each completed year of approved service may be paid to the servant himself, provided that he has been permitted to retire from the service of the Vishwa Vidyalaya on account of his incapacity to continue in its service: or may be paid to his family if he dies while in the service of the Vishwa Vidyalaya .
- (c) If a servant has served in the Vishwa Vidyalaya for more than twenty years, a gratuity at the rate of one month's pay for the first twenty completed years of approved service and one and a half month's for each completed year of approved service in excess thereon may be paid to the servant himself, if he has been permitted to retire from the service of the Vishwa Vidyalaya on the ground of incapacity, or may be paid to his family if he dies while in the service of the Vishwa Vidyalaya .
- (d) No gratuity shall be paid to a servant or to his family except in cases where the servant leaves the service of the Vishwa Vidyalaya with the permission of the Board given on the ground that he is incapable of continuing in the service of the Vishwa Vidyalaya or where the servant dies while still in the service of the Vishwa Vidyalaya .
- (e) The expression 'Family' means those persons who in the opinion of the Board were dependent on the servant at the time when he dies and the decision of the Board in this matter shall be final.

CHAPTER VI -ACADEMIC PROGRAMMES, ADMISSIONS, PERFORMANCE.

A -ORGANIZATION OF TEACHING.

54. Academic Programmes – Definitions.-

In this Chapter ,unless the context otherwise requires,-

- (a) "Academic Year" means a twelve months period during which a cycle of work is completed.
- (b) "Semester" means a 18 to 22 weeks period, there being two such periods in an Academic Year;
- (c) "Curriculum" means a series of courses selected and designated to provide training to meet the requirement of a degree;
- (d) "Course" means a series of classes and work experiences existing over a semester and being as integral and specific part of a curriculum;

- (e) "Course-out-line" means a detailed outline of the subject matter of Course, carefully co-related with other syllabi to avoid omissions and/or duplication in a particular field of study;
- (f) "Course Credit" means a quantitative measure of a course, one credit being allowed for three hours of expected student 'effort' per week through a semester;
- (g) "Course Load" means 24 credits which a student may complete each semester.

55. Vishwa Vidyalaya Calendar : Academic Year, Semester, Annual Catalogue.

(1) The Academic Year shall normally commence on the first working day of July every year.

(2) The Semester shall normally be as follows :-

First Semester - July to November-December.

Second Semester - November-December to April-May.

In each semester, there shall be not less than 165 full days in which classes and/or interim examinations are conducted, laboratories and libraries are open.

(3) The Vishwa Vidyalaya shall publish, prior to the beginning of an Academic Year, a Vishwa Vidyalaya Annual Catalogue containing, as far as possible but not limited to the following:-

- (a) Starting date of Academic Year and each Semester and dates of official holidays;
- (b) Qualifications of and maximum number of students which may be admitted to the various Colleges;
- (c) Fees which are to be charged for registration, courses, laboratories, student affairs, hostels, etc;
- (d) Scholarships, students Loans and other sources from which students may meet their financial needs;
- (e) Degrees, diplomas, medals, etc., awarded by the Vishwa Vidyalaya and the requirements therefore;
- (f) Lists of courses offered in each college during each semester indicating the contents, Course Credits, Pre-requisites, etc., for each course;
- (g) Requirements for students to maintain satisfactory standing in courses and the Vishwa Vidyalaya conditions of probation and causes for dismissal;
- (h) Hostels and other residential accommodation for students;
- (i) Uniforms or other ancillary matter that may be required of the students.

B - Student Admissions, performance.

56. Qualifications for student admission to the Vishwa Vidyalaya:-

- (1) The minimum academic attainment for admission to a college of the Vishwa Vidyalaya shall be laid down by the Vishwa Vidyalaya Board except as under clause(1) of Statute 57.

- (2) In addition to the prescribed academic attainments, a Candidate for admission to the Vishwa Vidyalaya shall possess good moral habits and such other personal and physical pre-requisites as may be determined by the Dean of Student Welfare.
- (3) The names of all the students who are admitted to the Vishwa Vidyalaya shall as soon as may be after their selection is so made, be pasted on the Notice Board of the Registrar and published in such other manner, if the Registrar considers it necessary so to do, as he may deem fit.

57. Credit for previous studies and experiences; admission, advance standing.-

- (1) A candidate for admission, who does not fulfil requirements for admission prescribed in Statute 56 but who has had other valuable experiences and/or possesses special abilities, may be granted credit for such experience and/or abilities so as to qualify him for admission to the Vishwa Vidyalaya. An evaluation of such possible substitute qualifications shall be made by the Dean of the appropriate Faculty and reported to the Registrar for purposes of record of admission of such students.

58. Deleted :-

59. Evaluation of students performance.-

The Course Grade earned by a student shall be determined in accordance with the rules/regulations to be framed by the Academic Council from time to time.

The teacher shall report, in accordance with the rules prescribed by the Dean of Student Welfare, his opinion on the degree to which the student is a 'good' student of the Vishwa Vidyalaya .

60. Student Probation, dismissals.-

- (1) An enrolled student should be placed on probation and be subject to rules prescribed by the Academic Council, if his Credit Grade Average for a semester is below 2.00 for the Under-Graduates and 2.75 for the Post-graduates. When a student is placed on probation, the Dean of the College shall report the action to the guardian of the student with such recommendations as he considers appropriate.
- (2) An enrolled student shall not be permitted to continue in the Vishwa Vidyalaya if at the end of the Semester during which he has been on probation, his Credit Grade Average for all work done in the Vishwa Vidyalaya is below 2.00 for Under-graduates and 2.75 for post-graduates. Notice of any such dismissal shall be transmitted in writing by the Dean of the College to the student and his parent, unless the student certifies in writing that he does not wish to continue as an enrolled student. A dismissed student may, after the expiry of atleast one Semester apply for admission for being an enrolled student. The Board may subject to such terms and conditions, if any, as it may deem fit to impose admit him on probation and he shall thereon be subject to all conditions for registration as laid down in the Act, Statutes and the Regulations.

61. **Extra-curricular activities of student, Vishwa Vidyalaya activities, employment.**

- (1) An enrolled student shall not engage in Vishwa Vidyalaya extra-curricular activities which, in the opinion of teacher, seriously interfere with satisfactory performance in his classes; provided that any such ruling of a teacher may be over-ruled by the Dean of Student Welfare whose decision shall be final.
- (2) An enrolled student shall not engage in work for the Vishwa Vidyalaya or outside the Vishwa Vidyalaya, for or without Compensation, when such work is deemed by a teacher to interfere seriously with the quality of the student's class work; provided that such a ruling of a teacher may be over-ruled by the Dean of Student Welfare with prior concurrence of the Dean of the Faculty to which the student belongs and the decision of the Dean of Student Welfare in the matter shall be final. In case of difference of opinion between the Dean of Student Welfare and the Dean of the Faculty, the matter shall be referred to the Vice-chancellor whose decision in that case shall be final.

C - Scholarship and Loan Funds, Student Fees.

62. **The Vishwa Vidyalaya Scholarship and Student Loan Funds.**

- (1) The Vishwa Vidyalaya shall establish and maintain a scholarship fund, from which funds may be granted to an enrolled student-
 - (a) to assist him in meeting his expenses while attending the Vishwa Vidyalaya; and/or
 - (b) as an award to him for outstanding performance in the Vishwa Vidyalaya.

In accordance with joint recommendations of the Administrative Council and Academic Council, the Board shall make Regulations governing the operations of the Vishwa Vidyalaya Scholarship Fund.

- (2) The Vishwa Vidyalaya shall establish a Student Loan Fund, from which funds may be provided as loans to an enrolled student when such assistance is needed to help him to meet the costs of attending the Vishwa Vidyalaya. In accordance with recommendations of the administrative Council, the Board shall make Regulations governing the operations of the Vishwa Vidyalaya Student Loan Fund.

63. **Student Fees, Registration, Course, Laboratory and others.**

- (1) At the time of registration in each semester, an enrolled student shall pay such registration fee as may be prescribed by Regulations. Save as provided in clause (4), the registration for the Semester shall not be completed until the fee is paid, and such fee shall not be refunded once the student is accepted by the Vishwa Vidyalaya.
- (2) At the time of registration for a course in the Vishwa Vidyalaya, an enrolled student shall pay a course fee which shall be such as may be prescribed by Regulations. Save as provided in clause (4) admission to a Course shall not be permitted until the fee is paid and such fee shall not be refunded except in accordance with Regulations made by the Administrative Council.

- (3) The Administrative Council, with the approval of the Vice-Chancellor, shall prescribe by Regulation fees that an enrolled student shall pay for the use of cafeterias, libraries, laboratories and other Vishwa Vidyalaya facilities, etc.
- (4) The Board, on the recommendations of the Administrative Council, shall make Regulations for exempting indigent persons, referred to in Section 9 from the payment of fees prescribed under Clauses (1), (2) and (3) above. Furthermore, on the recommendations of the Administrative Council the Board may also make Regulations regarding exemption of fees for other enrolled students when such exemption is deemed to be in the best interest of the Vishwa Vidyalaya.

**CHAPTER VII – VISHWA VIDYALAYA DEGREE,
DIPLOMAS, AWARDS**

64. Bachelor degrees, kinds, requirements, destination -

- (1) The Vishwa Vidyalaya shall, when so approved by the Court, grant to enrolled student who has fulfilled the requirements of the Vishwa Vidyalaya, a Bachelor degree, as follows :-
 - (a) Bachelor of Science (Agriculture);
 - (b) Bachelor of Veterinary Science and Animal Husbandary;
 - (c) Bachelor of Technology (Agricultural Engineering);
 - (d) Bachelor of Science (Dairy Technology);
 - (e) Bachelor of Science (Forestry).
- (2) A Bachelor degree shall require the completion of series of courses (curriculum) prescribed by the Faculty and approved by the Academic Council. The curriculum shall include courses in -
 - (a) basic science and humanities;
 - (b) basic subjects of the Faculty;
 - (c) fields related thereto; and
 - (d) special professional and/or vocational subjects;all of which provide opportunities for a student to gain basic and usable knowledge which should make him capable of dealing reasonably well with all facts of agriculture and rural life and especially with the particular activities for which he has taken special courses.

A student in order to earn a Bachelor's degree shall according to prescribed standards, have completed in the Vishwa Vidyalaya, or acquired by Approved Transfer the course credits prescribed by regulation for the particular degree and shall have earned a Credit Grade Average of atleast 2.00 for all courses completed in the Vishwa Vidyalaya. In addition to the above the student shall in the judgment of the Faculty possess good moral habits and a high standard of honesty.

- (3) A student who, in meeting the Vishwa Vidyalaya requirements for a degree, has earned a Credit Grade Average of 3.75 and above as an Under-graduate and 3.85 and above as post-graduate shall be awarded a 'Certificate of Honour'.

65. Advanced Degrees, Kinds and Requirements :-

- (1) The Vishwa Vidyalaya shall, when so approved by the Court, grant to a student who has fulfilled Vishwa Vidyalaya requirements, a Master Degree, as follows :-
 - (a) Master of Science (Agriculture);
 - (b) Master of Veterinary Science & Animal Husbandary;
 - (c) Master of Technology (Agricultural Engineering).
- (2) As prescribed by the Council of Post-graduate Studies approved by the Academic Council, a student shall have completed in a creditable manner in the Vishwa Vidyalaya or acquired by approved Transfer atleast 96 Course Credits, after Bachelor Degree, applicable to the particular degree. In addition, he shall have completed a research project and submitted to the Faculty a creditable thesis.
- (3) The Vishwa Vidyalaya shall, when so approved by the Court, grant to a post-graduate student who has fulfilled Vishwa Vidyalaya requirements, the Degree of Doctor of philosophy. As prescribed by the Council of post-graduate Studies and approved by the Academic Council a student shall have completed in a creditable manner in the Vishwa Vidyalaya or acquired by Approved transfer atleast 96 Course Credit's, after Master's Degree. , applicable to the Doctor's Degree. In addition he shall have completed a comprehensive research project and submitted an acceptable thesis, and in addition he shall have demonstrated in a conclusive manner, by examination by the Faculty, that he possesses outstanding competency in the field of specialization.

66. Honorary Degrees :-

A proposal for the award of an Honorary Degree shall first be examined by the Academic Council. The Council shall, thereafter, forward to the Board through the Vice-Chancellor the result of such examination. The Board shall make such recommendation to the chancellor as it deems to be in the best interests of the Vishwa Vidyalaya .

67. Diplomas, Medals, Certificates :-

The Vice-Chancellor may, in accordance with the Regulations made by the Academic Council and upon a recommendation made to him by the Council in that behalf award to enrolled students and to other person who have completed non-degree works sponsored by the Vishwa Vidyalaya , appropriate diplomas, certificates, Medals, etc., as deemed by the Council and Vice-Chancellor to be in the best interests of the Vishwa Vidyalaya .

68. Withdrawal of Degrees, Diplomas, etc :-

The proposal for withdrawal of degrees, diplomas etc shall first be considered by the Academic Council which shall make its recommendations to the Board. The Board shall make its recommendations to the court. The court may, on the recommendations of the Board, by a resolution passed by a majority of the total membership of the Court and by a majority of not less than two-thirds of the members of the Court present and voting, withdraw a degree, diploma, certificate or other academic distinction conferred by the Vishwa Vidyalaya , provided that the withdrawal of any honorary degree shall have the concurrence of the Chancellor.

**CHAPTER VIII - ASSOCIATIONS RELATED TO
VISHWA VIDYALAYA**

69. Alumni Association: -

There may exist within but not as an official authority of the Vishwa Vidyalaya, an organisation to be known as the Vishwa Vidyalaya Alumni Association. Only persons who have received and continue to hold a degree from the Vishwa Vidyalaya shall be eligible for full membership in the Association. Vishwa Vidyalaya degree holders, under the guidance of the Vice-Chancellor, may establish such an association with constitutional byelaw approved by the Board:

Provided that a man of eminence may be adopted as patron of the Alumni Association.

**CHAPTER - IX - STAF HOUSING, STUDENT HOSTELS AND
OTHER ACCOMMODATIONS.**

70. Employee Housing and other Accommodations: -

- (1) ~~The~~ Vishwa Vidyalaya may procure, construct, own, take on lease, and use houses for Vishwa Vidyalaya employees as determined by the Board to be necessary for the proper functioning of the Vishwa Vidyalaya . Administrative Council shall make up and adopt Regulations for the proper administration of staff housing matters.
- (2) As recommended by the Administrative Council the Board may provide and operate for employees of the Vishwa Vidyalaya health, recreational and other ancillary facilities. All Such Facilities shall be administered as provided in regulations prepared and adopted by the Administrative Council.

71. Student quarters, Cafeterias and other accommodations for students :-

- (1) An enrolled student of the Vishwa Vidyalaya shall live in -
 - (a) his own home or the home of his parents; or
 - (b) in a Vishwa Vidyalaya hostel or approved accommodation for students.
Regulations on this subject shall be made by the Academic Council.
- (2) The Vishwa Vidyalaya shall provide and operate for enrolled students of the Vishwa Vidyalaya Such cafeterias, health, recreational, shopping and other ancillary facilities as may be deemed by the Board to be in the best interests of the Vishwa Vidyalaya . The Administrative Council shall, in consultation with the Academic Council make Regulation for such purpose. The Regulation shall be administered by the Dean of Student Welfare and/or by such other persons as may be designated by him with the approval of the Vice-Chancellor.

72. Vishwa Vidyalaya Hostels for Students :-

- (1) The Vishwa Vidyalaya shall provided and operate as deemed by the Board to be in the best interests of the Vishwa Vidyalaya , student hostels and other housing facilities for enrolled students of the Vishwa Vidyalaya .
- (2) Subject to the provision of Clause (3) enrolled student who occupies a Hostel or other housing facility of the Vishwa Vidyalaya shall, pay to the Vishwa Vidyalaya such hostel fee as may be determined by the Board prior to the beginning of Semester.
- (3) The Board may grant exemption from payment of the hostel fee to an indigent person or such other student as it may deem fit.
- (4) The Administrative Council shall, with concurrence of the Academic Council, make Regulations for the management of hostels and other matters related thereto and such Regulations shall be administered by the Dean of Student Welfare. The Regulations so made shall provide for maximum participation of enrolled students in the management of hostels occupied by them, as is consistent with good management of a Vishwa Vidyalaya facility.
- (5) For the purposes of this Statute, the Hostel Fee shall include messing charges.

By order and in the name of the
Governor of Madhya Pradesh

T.C.R. MENON,
Dy.Secretary

