

**VARDHAMAN MAHAVEER OPEN UNIVERSITY, KOTA**  
**ACT, 1987**  
**(NO. 35 OF 1987)**  
**AND STATUTES OF THE UNIVERSITY**



*o/kēku egkohj [kyk fo' ofo / ky:] dk/k*

**VARDHAMAN MAHAVEER OPEN UNIVERSITY, KOTA**

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**(NO. 35 OF 1987)**  
**&**  
**THE STATUTES OF THE UNIVERSITY**



**VARDHAMAN MAHAVEER OPEN UNIVERSITY, KOTA (RAJASTHAN)**

# VARDHAMAN MAHAVEER OPEN UNIVERSITY ACT, 1987

(No.35 of 1987)

Amended upto 2014

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### **NOTIFICATION**

***Jaipur, November 7, 1987.***

No. F. 2 (40) Vidhai/87-in pursuance of clause (3) of Article 348 of the Constitution of India, the Governor is pleased to authorise the publication in the Rajasthan Gazette of the following translation in the English language of the Vardhaman Mahaveer Open University, Kota Adhiniyam, 1987\* (Adhiniyam Sankhya 35 San 1987) :-

***(English Translation)***

### **THE VARDHAMAN MAHAVEER OPEN UNIVERSITY, KOTA ACT, 1987**

***(Act No. 35 of 1987 )***

(Received the Assent of the Governor on the 7th day of November. 1987).

An

**Act**

*to establish and incorporate an Open University for the promotion of distance education system in the educational pattern in the State of Rajasthan.*

Be it enacted by the Rajasthan State Legislature in the Thirty eighth Year of the Republic of India as follows :-

### **CHAPTER-1**

#### ***Preliminary***

#### ***1. Short title and commencement -***

- (1) This Act may be called the Vardhaman Mahaveer Open University, Kota Act, 1987.
- (2) It shall and shall be deemed to have come into force on such date as the State Government may, by notification in the Official Gazette, appoint.

#### ***2. Definitions. -*** In this Act, unless the context otherwise requires :-

- (a) "Academic Council" means the Academic Council of the University constituted under section 12 ;
- (b) "Board of Management" means the Board of Management of the University constituted under section 11 ;
- (c) "Distance Education System" means the system of imparting education through correspondence courses, seminars, contact programmes, broadcasting telecasting or any other means of communication;

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\* The University Name Changed vide VIDHAN SABHA Act.13 of 2002 which was Published in The Rajasthan Gazette dt. 21.9.2002

- (d) "Employee" means any person appointed in or by the university, other than teacher and other members of the academic staff of the University;
- (e) "Ordinance" or an "ordinance of the University" shall mean an ordinance made under section 17;
- (f) "Planning Board" means the planning board constituted under section 14;
- (g) "Regional Centre" means a centre established or maintained by the University for co-ordinating or supervising the work of study centres in any region and for performing other functions assigned by the Board of Management;
- (h) "Regulations" mean the regulations made by any Authority of the University under this Act.
- (i) "State" means the State of Rajasthan and "State Government" means the Government of Rajasthan;
- (j) "Statutes" mean the Statutes of the University contained in the Schedule as amended from time to time;
- (k) "Student" includes a person enrolled for pursuing a course of study in the University ;
- (l) "Study Centre" means a centre established, or recognized by the University for advising or rendering any assistance to students;
- (m) "Teacher" means a Professor, Associate Professor, Reader, Lecturer or Assistant Professor and includes any other person required to impart education or to give guidance or to render any assistance to Students for pursuing a course of study of the University;
- (n) "University" means the Vardhaman Mahaveer Open University, Kota by and under this Act; and
- (o) "Vice Chancellor" and "Pro-Vice Chancellor" mean respectively, the Vice Chancellor and Pro Vice-Chancellor of the University.

## **CHAPTER-II**

### ***Establishment of the University and its objects and functions.***

#### **3. Establishment of the university -**

- (1) There shall be established a University under this Act by the name of the Vardhaman Mahaveer Open University, Kota.
- (2) The University shall be a body corporate having a perpetual succession and a common seal and may sue and be sued by its corporate name.
- (3) The headquarters of the University shall be at Kota in the State of Rajasthan and it may establish or maintain a Regional Centre or Study centre at any place.

**4. Objects and Functions of the University-** The University shall, in order to achieve the object of advancing and disseminating education and knowledge in the State through diverse means including distance education system perform the following functions, namely:-

- (i) to provide for instructions and research in such branches of knowledge, technology, vocations and professions as the University may deem necessary or proper;
- (ii) to prescribe courses of study for degrees, diplomas, certificates or any other purpose;
- (iii) to hold examinations and confer degrees, diplomas, certificates and other academic distinctions;
- (iv) to determine the manner of distance education system so as to organise academic programmes;
- (v) to create posts and positions for imparting instructions, conducting academic activities and running the administration of the University and to appoint persons to such posts or positions;
- (vi) to associate with other Universities and institutions of learning, specially with the Indira Gandhi National Open University, New Delhi, in order to have therewith inter locking system in the field of distant education;
- (vii) to institute and award fellowships, scholarships and prizes;
- (viii) to establish or maintain Regional Centres and study Centres;
- (ix) to organise or conduct workshops, seminars and other programmes;
- (x) to give recognition to examinations, studies and activities conducted by other Universities, institutions, academic bodies and organisations ;
- (xi) to make suitable arrangements for research and development in the field of education;
- (xii) to receive donations, grants, aid and gifts (movable or immovable) for the purpose of University;
- (xiii) to borrow money with the previous approval of the State Government;
- (xiv) to determine standards and lay down conditions for admission of students to various courses of study;
- (xv) to confer autonomous status to a regional or study centre or to admit a centre to its privileges; and
- (xvi) to do all other acts and perform all such functions which are necessary for or incidental to achieving the aims and objects of the University.

## **CHAPTER-III**

### ***Powers and Functions of the Chancellor***

#### **5. Chancellor-**

- (1) The Governor of the State shall be the ex-officio Chancellor of the University.
- (2) The Chancellor shall have the following powers namely :-
  - (a) to constitute the Academic Council and Board of Management of the University in accordance with the provisions of this Act and the Statutes;
  - (b) to give direction, take action or do anything as required under the provisions of this Act and the Statutes;
  - (c) to cause an inspection by such person, as he may direct, of any work, activity or examination of the University, College, Regional Centre and study centre;
  - (d) to cause an enquiry into any matter related to administration or the finances of the University; and
  - (e) to give his views or advice to the Vice-Chancellor in matter wherein an inspection or enquiry has been made under clause (c) or clause (d)

#### **6. *Inspection or enquiry and direction by the Chancellor -***

- (1) Where an inspection or enquiry has been ordered by the Chancellor of the University under section 5, the University may depute one of its officers to represent it in such inspection or enquiry.
- (2) The result of the inspection or enquiry and the advise, if any, of the Chancellor shall be communicated by the Chancellor to the Vice-chancellor;
- (3) the result and the advice referred to in sub-section (2) shall be communicated by the Vice-Chancellor with his comments to the Board of Management for such action as the Board may propose to take and the action so taken shall be communicated to the Chancellor through the Vice-Chancellor.
- (4) Where the Board of Management fails, within reasonable time, to take any action as required in the result of the inspection or enquiry or in the advice given by the Chancellor or dose not take action to the satisfaction of the Chancellor, a direction may be issued by the Chancellor and the Board of management shall comply with such direction.



## CHAPTER-IV

### *Officers of the University*

**7. Officers of the University-** The following shall be the officers of the University, namely :-

- (a) Vice-Chancellor;
- (b) Pro-Vice-Chancellor;
- (c) Directors;
- (d) Registrar;
- (e) Controller of Examinations;
- (f) The Comptroller \*
- (g) any other person declared by the Statutes to be the officer of the University.

**8. Vice-Chancellor-<sup>\*\*</sup>**

1. The Vice-Chancellor shall be a whole time paid officer of the University.
2. "No person shall be eligible to be appointed as Vice-Chancellor unless he is a distinguished academician having a minimum of ten years experience as Professor in a University or college or ten years experience in an equivalent position in a reputed research and/or academic administrative organization and, of highest level of competence, integrity morals and institutional commitment." and
3. The Vice-Chancellor shall be appointed by the Chancellor in consultation with the State Government from amongst the persons included in the panel recommended by the Search Committee consisting of-
  - (a) one person nominated by the Board;
  - (b) one person nominated by the Chairman, University Grants Commission;
  - (c) one person nominated by the Chancellor; and
  - (d) one person nominated by the State government, and the Chancellor shall appoint one of these persons to be the Chairman of the Committee.
4. An eminent person in the sphere of higher education not connected with the University and its colleges shall only be eligible to be nominated as the member of the Search Committee.
5. The Search Committee shall prepare and recommend a panel of not less than three persons and not more than five persons to be appointed as Vice-Chancellor.

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\* Amended vide act no. 05 of 2013 published in Gazette Date 25/3/2013 (w.e.f. 16.01.2013)

\*\* Amended vide act no. 19 of 2017 published in Gazette Date 05/05/2017.

6. For the purpose of selection of the Vice-Chancellor, the Search Committee shall invite applications from eligible persons through a public notice and while considering the names of persons to be appointed as Vice-Chancellor, the Search Committee shall give proper weightage to academic excellence, exposure to the higher education system in the country, and adequate experience in academic and administrative governance and record its findings in writing and enclose the same with the panel to be submitted to the Chancellor by any other vice-chancellor of the state university.
7. The term of the office of the Vice-Chancellor shall be three years from the date on which he enters upon his office or until he attains the age of seventy years, whichever is earlier: Provided that the same person shall be eligible for reappointment for a second term.
8. The Vice-Chancellor shall receive such pay and allowances as may be determined by the State Government. In addition to it, he shall be entitled to free furnished residence maintained by the University and such other perquisites as may be prescribed.
9. When a permanent vacancy in the office of the Vice-Chancellor occurs by reason of his death, resignation, removal or the expiry of his term of office, it shall be filled by the Chancellor in accordance with sub-section (3), and for so long as it is not so filled, stop-gap arrangement shall be made by him under and in accordance with sub-section(10).
10. When a temporary vacancy in the office of the Vice-Chancellor occurs by reason of leave, suspension or otherwise or when a stop-gap arrangement is necessary under sub-section (9), the Registrar shall forthwith report the matter to the Chancellor who shall make, on the advice of the State Governmnet, arrangement for the carrying on of the function of the office of the Vice-Chancellor by any other Vice-Chancellor of a State University.
11. The Vice-Chancellor may at any time relinquish office by submitting, not less than sixty days in advance of the date on which he wishes to be relieved, his resignation to the Chancellor.
12. Such resignation shall take effect from the date determined by the Chancellor and conveyed to the Vice-Chancellor.
13. Where a person appointed as the Vice-Chancellor was in employment before such appointment in any other college, institution or University, he may continue to contribute to the provident fund of which he was a member in such employment and the University shall contribute to the account of such person in that provident fund.
14. Where the Vice-Chancellor had been in his previous employment, a member of any insurance or pension scheme, the University shall make a necessary contribution to such scheme.

15. The Vice-Chancellor shall be entitled to travelling and daily allowance at such rates as may be fixed by the Board.
16. The Vice-Chancellor shall be entitled to leave as under:-
- a. leave on full pay at the rate of one day for every eleven days of active service; and
  - b. leave on half pay at the rate of twenty days for each completed year of service:
- Provided that leave on half pay may be commuted as leave on full pay on production of medical certificate.
17. The Vice-Chancellor shall be the principal academic, administrative and executive officer of the University and shall exercise overall supervision and control over the affairs of the University. He shall have all such powers as may be necessary for true observance of the provisions of this Act and Statutes.
18. The Vice-Chancellor shall, where immediate action is called for, have power to make an order so as to exercise any power or perform any function which is exercised or performed by any Authority under this Act or the Statutes.
- Provided that such action shall be reported to the Authority as would have in the ordinary course dealt with the matter for approval.
- Provided further that if the action so reported is not approved by such Authority not being the Board, the matter shall be referred to the Board, whose decision shall be final and in case of the Authority being the Board, the matter shall be referred to the Chancellor whose decision shall be final.
19. The Vice-Chancellor may, on being satisfied that any action taken or order made by any Authority is not in the interest of the University or beyond the powers of such Authority, require the Authority to review its action or order. In case the Authority refuses or fails to review its action or order within sixty days of the date on which the Vice-Chancellor has so required, the matter may be referred to the Board or to the Chancellor, as the case may be, for final decision."

**8(A)\* "Removal of Vice-Chancellor:-** (1) Notwithstanding anything contained in the Act, if at any time on the report of the State Government or otherwise, in the opinion of the Chancellor, the Vice-Chancellor wilfully omits or refuses to carry out the provisions of this Act or abuses the powers vested in him, or if otherwise appears to the Chancellor that the continuance of the Vice-Chancellor in office is detrimental to the interest of the University, the Chancellor may in consultation with the State Government. After making such inquiry as he deems proper, by order, remove the Vice-Chancellor:

Provided that the Chancellor may, in consultation with the State Government at any time before making such order, place the Vice-Chancellor under suspension, pending enquiry.

Provided further that no order shall be made by the Chancellor unless the Vice-Chancellor has been given a reasonable opportunity of showing cause against the action proposed to be taken against him.

(2) During the pendency or in contemplation of any inquiry referred to in sub-section (1) the Chancellor may, in consultation with the State Government, order that till further order-

(a) such Vice-Chancellor shall refrain from performing the functions of the office of the Vice-Chancellor, but shall continue to get the emoluments to which he was otherwise entitled;

(b) the functions of the office of the Vice-Chancellor shall be performed by the person specified in the order.”

**9. Appointment of the Officers other than the Vice-Chancellor.-** The officers, other than the Vice-Chancellor of the University referred to in section 7 shall be appointed in such manner, for such period, on such terms and conditions and shall exercise such powers and perform such functions as may be prescribed by the Statutes.

## **CHAPTER-V**

### ***Authorities of the University***

**10. Authorities of the University.-** The following shall be the Authorities of the University, namely;-

- (a) Board of Management;
- (b) Academic council;
- (c) Finance Committee;
- (d) Planning Board; and
- (e) any other body constituted as, or declared to be the Authority of the University under the Statutes

### **11. Board of Management-**

- (1) There shall be a Board of Management of the University which shall be the principal executive body of the University. The Chancellor shall, as soon as the first Vice-Chancellor is appointed, take action to constitute such Board in accordance with the provisions of the Statutes.

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\* Amended vide act no. 8 of 2019 (New Section 8(A) ) published in Gazette Date 16/8/2019

- (2) The Board of Management shall consist of such members, exercise such powers and perform such functions as may be prescribed by the Statutes.

**12. Academic Council -**

- (1) There shall be an Academic Council of the University which shall be the principal academic body of the University and shall exercise supervision and control over and be responsible for the maintenance of the standards of education, teaching, examination and other academic matters. The Chancellor shall, as soon as the first Vice-Chancellor is appointed, take action to constitute such council in accordance with the provisions of the Statutes.

- (2) The Academic Council shall consist of such members, exercise such powers and perform such functions as may be prescribed by the Statutes.

**13. Finance Committee. -**

- (1) There shall be a Finance Committee of the University which shall consist of such members, exercise such powers and perform such functions as may be prescribed by the Statutes.
- (2) The annual accounts, the annual financial estimates of the University and the proposals for the revision of pay scales and grades shall be considered and examined by the Finance Committee before being submitted to the Board of Management.
- (3) The Finance Committee shall do such other acts in such manner as may be prescribed by the Statutes.

**14. Planning Board -**

- (1) There shall be a planning Board of the University which shall be the principal planning body and shall also be responsible for the monitoring of the developments on the lines indicated in the objects of the University.
- (2) The Planning Board shall consist of such members, exercise such powers and perform such functions as may be prescribed by the Statutes.

**15. Other Authority-** A body constituted or declared under the Statutes to be the Authority of the University under clause (d) of section 10 shall consist of such members, shall exercise such powers, perform such functions subject to such conditions as may be prescribed by the Statutes.

## **CHAPTER-VI**

### ***Statutes, Ordinances and Regulations***

**16. Statutes -**

- (1) The Statutes of the University shall contain such instructions, directions, procedures and details as are necessary to be laid down under and in accordance with the provisions of

this Act.

- (2) The Statutes as contained in the Schedule to this Act and as amended from time to time shall be binding on all Authorities, officers, teachers, students and employees of the University and persons connected with the affairs of the University.
- (3) The Board of Management shall have power to make any amendment in the Statutes contained in the Schedule to this Act;

Provided that the said Board shall not amend any Statutes affecting the constitution, statutes or power of any Authority of the University without affording to such Authority a reasonable opportunity of making a representation on the proposed changes.

- (4) Any amendment to the Statutes, whether by adding, deleting or in any other manner, shall not take effect unless the Chancellor has, after consultation with the State Government, assented to it. The Chancellor may, after the said consultation and on being satisfied that assent be not given, withhold assent or return the proposal for amendment to the Board of Management for re-consideration in the light of the observations, if any, made by him.
- (5) Notwithstanding anything contained in sub-section (3) of sub-section (4), the Chancellor shall have power to amend, after consultation with the State Government, whether by adding, deleting or in any other manner, the Statutes contained in the Schedule within a period of one year from the commencement of this Act.
- (6) An amendment to the Statutes shall come into force on the date of its publication in the official Gazette.

### **17. Ordinances of the University-**

- (1) Subject to the provisions of this Act and the Statutes contained in the Schedule, as amended from time to time, the ordinances of the University may be made for all or any of the following matters, namely :-
  - (a) the courses of study; admission of students, fees, qualification requisite for any degree, diploma or certificate and the grant of fellowship;
  - (b) the conduct of examination including the appointments of examiners and their terms and conditions;
  - (c) management of colleges, institutions, Regional Centres, research bodies and other agencies admitted to the privileges of the University; and
  - (d) any other matter required by the Statutes to be dealt by or under the ordinances.
- (2) The first Ordinances of the University shall as soon as may be after the commencement of this Act, be made by the Vice-Chancellor with the previous approval of the State Government and may be amended (by adding, deleting or in any other manner) at any time by the Board of Management in such manner as may be prescribed by the Statutes.

**18. Regulations** - An Authority of the University shall have power to make regulations, in the manner as may be prescribed by the Statutes, for the conduct of its affairs and the affairs of the

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\* Amended vide act no. 05 of 2013 published in Gazette Date 25/3/2013 (w.e.f. 16.01.2013)

committee constituted by such Authority. Such regulations shall not be inconsistent with the provisions of this Act, the Statutes and the Ordinances of the University.

## **CHAPTER - VII**

### ***Annual report, Annual Accounts, etc.***

#### **19. Annual Report-**

- (1) The annual report of the University shall be prepared by the Registrar of the University under the direction of the Board of Management.
- (2) The annual report shall, among other things, set out the steps taken by the University for the fulfilment of its objects.
- (3) The annual report shall be submitted to the Chancellor on or before the date as may be prescribed by the Statutes.

#### **20. Accounts and audit - \***

- (1) The annual accounts and balance sheet of the University shall be prepared by the Comptroller under the direction of the Vice-Chancellor and all moneys accruing to or received by the University from whatever source and all amount disbursed or paid shall be entered in the accounts.
- (2) The comptroller shall, before such date as may be prescribed by the Statutes, prepare the annual financial estimates for the ensuing year.
- (3) The annual accounts and the annual financial estimates prepared by the Comptroller shall be placed before the Board together with the remarks of the Finance Committee for approval and the Board may pass resolution with reference thereto and communicate the same to the Comptroller who shall take action in accordance therewith.
- (4) The annual accounts shall be audited in the prescribed manner by such auditors as the State Government may direct and the cost of such audit shall be a charge on the University fund.
- (5) The accounts when audited shall be printed and copies thereof, together with the audit report, shall be submitted by the Vice-Chancellor to the Board which shall forward them to the State Government with such comments as may be deemed necessary.
- (6) The University shall settle objections raised in the audit and carry out such instructions as may be issued by the State Government on the audit report.

#### **20-A. Control of the State Government -**

Where the State Government funds are involved, the University shall abide by the terms and conditions attached to the sanction of such funds which may inter alia include prior permission of the State Government in respect of the following, namely :-

- (a) creation of the new posts of teachers, officers of other employees;
- (b) revision of the pay, allowances, post-retirement benefits and other benefits to its

teachers, officers and other employees;

- (c) grant of any additional/special pay, allowance or other extra remuneration of any description whatsoever, including ex-gratia payment or other benefits having financial implications, to any of its teachers, officers or other employees;
- (d) diversion of any earmarked funds other than the purpose for which it was received;
- (e) transfer by sale, lease, mortgage or otherwise of immovable property;
- (f) incur expenditure on any development work from the funds received from the State Government for any purposes other than for which the funds are received; and
- (g) take any decision resulting in increased financial liability, direct or indirect, for the State Government.

**Explanation** - The above conditions shall also apply in respect of the posts created from any other fund, which may, in the long term, be likely to cause financial implications to the State Government.

#### **20-B Assumption of financial control by the State Government as emergency measure.**

- (1) The State Government shall have the right to cause an inquiry to be made, by such person or persons as it may direct, and to issue directions to the University, in respect of any matter connected with the finances of the University, where State Government funds are concerned.
- (2) If the State Government is satisfied that owing to mal-administration or financial mismanagement in the University a situation has arisen where by financial stability of the University has become insecure, it may, by a notification, declare that the finances of the University shall be subject to the control of the State Government and shall issue such other directions as it may deem fit for the purpose and the same shall be binding on the University.

#### **21. Conditions of service of employees -**

- (1) a person may be appointed by the Vice-Chancellor or an officer specially authorised by him in this behalf as a teacher or an employee of the University by a contract in writing which shall not contain any condition contrary to any provision of this Act, the Statutes and the Ordinances of the University.
- (2) The Original contract shall be kept on the record of the University and a copy thereof shall be given to the person employed.

#### **22. Provident Fund and Pension Fund-**

- (1) The University shall, for the benefit of its teachers and employees, create a provident fund or a pension fund or formulate an insurance scheme in such manner and subject to such conditions as may be prescribed by the Statutes.
- (2) Where a provident fund or a pension fund has been created, the provisions of the provident



Funds Act, 1925 (Central Act 19 of 1925) shall apply to such a Fund.

**23. *Dispute relating to appointment as member of an Authority-*** If any dispute arises as to whether any person was duly nominated, elected or appointed to any Authority or body of the University, the matter shall be referred to the Chancellor whose decision shall be final.

**24. *Temporary vacancy in the Authority or body of the University-*** Any temporary vacancy, other than that of a ex-officio member, in any Authority or body of the University shall, as soon as may be, be filled in the manner as is prescribed for nomination, election or appointment in the case of a permanent vacancy and a person filling a temporary vacancy shall become a member of such authority or body for the residue of the term for which the person whose place he fills would have been a member.

**25. *Vacancy not to invalidate a proceeding -*** No act done or proceedings taken by any Authority or body of the University shall be called in question or held to be invalid merely by reason of any vacancy in such Authority or body.

**26. *Power to remove difficulties -*** Where any difficulty arises in giving effect to any provision of this Act, the State Government may, by notification in the Official Gazette, make such order as appears to be necessary or expedient and as is not inconsistent with any provision of this Act.

Provided that no such order shall be made after the expiry of three years from the commencement of the Act.

**27. *Power to transfer a regional, study centre, institution, etc. -*** The State Government shall have power to transfer any Regional Centre, Study Centre or institution from or to the University, by notification in the Official Gazette, on such terms and conditions as may be specified in such notification.

**28. *Power to appoint Government Servants -*** Notwithstanding anything contained in any provision of this Act, the State Government may, on the commencement of this Act, or at any time thereafter, appoint, on deputation or otherwise, a Government Servant in the vacancy of an officer of the University for such period as it may deem necessary.

**29. *Statutes, Ordinances and regulation to be published in official Gazette and laid in the Legislative Assembly -***

- (1) Every Statute, Ordinance of the University or Regulation made (by amendment or otherwise) from time to time shall be published in the Official Gazette.
- (2) Every Statute, Ordinance of the University or Regulation made by amendment or otherwise after the commencement of this Act shall be laid as soon as may be after it is made, before the House of the State Legislative while it is in session for a total period of thirty days which may be comprised in one session or in two or more successive session and

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\* Amended vide act no. 05 of 2013 published in Gazette Date 25/3/2013 (w.e.f. 16.01.2013)

if, before the expiry of the session immediately following the session or successive sessions aforesaid, the House agrees in making any modification in such Statute, Ordinance or Regulation or the House agree that the Statute, Ordinance or Regulation should not be made, the Statute, Ordinance or Regulation shall thereafter have effect only in such modified form or be of no effect, as the case may be, so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under the Statutes, ordinance or Regulation.

**30. Repeal and Savings - \***

- (1) The Vardhaman Mahaveer Open University, Kota (Amendment) Ordinance, 2013 (Ordinance No. 4 of 2013) is hereby repealed.
- (2) Notwithstanding such repeal, all things done, actions taken or orders made under the principal Act as amended by the aforesaid Ordinance shall be deemed to have been done, taken or made under the principal Act. as amended by this Act.

**SCHEDULE**  
**(See Section 16)**  
***Statutes of the University***

**1. Vice- Chancellor-**

- (1) Omitted \*
- (2) Omitted \*
- (3) Omitted \*
- (4) Omitted \*
- (5) Omitted \*
- (6) Omitted \*
- (7) Omitted \*
- (8) Omitted \*
- (9) Omitted \*
- (10) Omitted \*
- (11) Omitted \*
- (12) The Vice-Chancellor shall be entitled to be present at or address the meeting of any Authority or body of the University but shall not vote unless he is a member of such Authority

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\* Statutes 01 (01-11) was omitted vide Vidhansabha Act no. 05/2013 published in Gazette Date 25/03/2014 (w.e.f. 16/01/2013)

or body.

- (13) It shall be the duty of the Vice-Chancellor to see that the provision of the Act, the Statutes, the Ordinances of the University and the regulation are duly observed and he shall have all the powers necessary to ensure such observance.
- (14) The Vice-Chancellor shall, in addition to the powers conferred on him under the Act, also have the following powers, namely :-
- (a) to exercise control over the affairs of the University.
  - (b) to give effect to the decisions made by any Authority of the University.
  - (c) to exercise all the power to maintain discipline among the students in the University or to delegate such power to any person;
  - (d) to grant leave to the officers of the University and to make necessary arrangements for work during the period of such leave;
  - (e) to grant leave to teachers and employees or to delegate this power to any officer of the University;
  - (f) to convene the meeting of the Board of Management, Academic Council, Planning Board and Finance Committee;
  - (g) to appoint a teacher on the recommendation of the Selection Committee with the prior approval of the Board of Management.
  - (h) to appoint course writers, script writers, counsellors, programmers, artists and others as considered necessary;
  - (i) to make all the appointments for any period, whether of a teacher or an employee or to authorise an officer to make any appointment.
  - (j) to take disciplinary action against a teacher or an employee or to authorise an officer to take such action; and
  - (k) to arrange for establishing or maintaining a Regional Centre or a Study Centre as deemed necessary from time to time or to delegate such power to any one.

## **2. *Pro-Vice-Chancellor-***

- (1) The Pro-Vice-Chancellor, if any, shall be appointed by the Board of Management on the recommendation of the Vice-Chancellor.
- (2) Where the recommendation of the Vice-Chancellor is not accepted by the Board of Management, the matter shall be referred to the Chancellor who may either appoint the person so recommended or request the Vice-Chancellor to recommend another name
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to the Board of Management.

- (3) The Board of Management may, if it deems it necessary or expedient, appoint, on the recommendation of the Vice-Chancellor, a Professor of the University to perform the functions of the Pro-Vice-Chancellor in addition to his own duties.
- (4) The term of office of the Pro-Vice-Chancellor shall be such as may be fixed, not exceeding three years, by the Board of Management or until the expiration of the term of office of the Vice-Chancellor or until he attains the age of sixty-five years, whichever is earlier.
- (5) The Pro-Vice-Chancellor Shall be eligible for appointment for a subsequent term.
- (6) Where the Pro-Vice-Chancellor has to perform the functions of the Vice-Chancellor under clause (11) of Statute 1, he shall, notwithstanding anything contained in clause (4) continue in office until a new Vice-Chancellor assumes office or the existing Vice-Chancellor resumes duties.
- (7) The Pro-Vice-Chancellor shall be entitled to receive a monthly salary of Rs. ....I\* and such allowance as are admissible to a Professor of the University:  
Provided that a Professor shall, while performing the function of the Pro-Vice-Chancellor, receive, in addition to the salary payable on his substantive post, a sum of Rs. .... per month as special pay subject to the aggregate of salary and special pay not exceeding Rs. ....
- (8) The Pro-Vice-Chancellor shall be entitled, without payment of rent, to the use of a furnished residence and such residence shall be maintained by the University.
- (9) The Pro-Vice-Chancellor may receive such terminal benefits also as are granted by the Board of Management from time to time.
- (10) The Pro-Vice-Chancellor may subscribe to the contributory provident fund of the University during his term of office.
- (11) Where the Pro-Vice-Chancellor had held, prior to his appointment as such, any other post in any University, college or institution, he shall be governed till he holds lien on that post by the same retirement benefit scheme to which he was entitled before such appointment subject to the subscription being paid by him on the basis of his salary as Pro-Vice-Chancellor.
- (12) The Pro-Vice-Chancellor shall assist Vice-Chancellor in such matters as are assigned to him by the Vice-Chancellor from time to time and shall exercise such powers and perform such functions as are delegated to him by the Vice-Chancellor.

### **3. Directors- \***

- (1) A person shall be appointed as Director by the Board of Management on the recommendation of the Vice-Chancellor .

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\* Pay Scale of the Pro-vice Chancellor shall be as per rule of state govt.

\* Published in the Rajasthan Gazette Date 11.12.2014 .

- (i) In case of such person being a teacher of the University on the recommendation of the Vice Chancellor for the period of three years.<sup>2</sup>
- (ii) In any other case (against clear sanctioned post by the State Govt.) on recommendation of the selection committee constituted for the purpose by the 1974 act. of state govt.<sup>1</sup>
- (2) A director shall be a whole-time officer of the University.
- (3) There shall be appointed as many directors as the Board of Management may deem proper and one of the directors shall be in-charge of the administrative affairs of the teachers.
- (4) The salary, allowances and other conditions of service of the Directors shall be as per State Govt. rules if he/she is selected by the selection committee and in case of teacher of the University salary and allowance will be drawn from his original post.
- (5) A director shall be retire on attaining the age of sixty years or as decided from time to time by the govt. of Raj.
- (6) A director shall exercise such powers and perform such functions as may be prescribed by the Ordinance of the University.

#### **4. Registrar-**

- (1) The Registrar shall be appointed by the Board of Management on the recommendation of Selection Committee constituted for the purpose by the said Board:  
Provided that the first Registrar of the University shall be appointed by the Chancellor after consultation with the State Government for a period not exceeding three years on such terms and conditions as the Chancellor may determine.
- (2) The Registrar shall be a whole-time officer of the University.
- (3) The salary, allowances and other conditions of service of the Registrar shall be such as may be prescribed by the Ordinances of the University from time to time.
- (4) The Registrar shall retire on attaining the age of sixty years.
- (5) The Registrar shall have power to take disciplinary action against such classes or categories of employee other than teachers as may be authorised by the Vice-Chancellor.
- (6) An appeal against the order made under clause (5) may be preferred to an officer especially empowered in this behalf by the Board of Management.
- (7) The Registrar may, if he is of the opinion after completing the enquiry that adequate punishment cannot be awarded by him, submit a report along with his recommendation regarding punishment to the Vice-Chancellor who, may, after considering the report, impose any penalty.
- (8) The Registrar shall exercise the Powers and perform the function as under :-
  - (a) to act as the Secretary to the Board of Management and the Academic Council;

- (b) to act as the Custodian of the records of the University;
- (c) to convene meetings and maintain the minutes of the meetings of the Board of Management, the Academic Council and the committees constituted from time to time;
- (d) to conduct the proceeding and deal with the correspondence of the Board of Management, the Academic Council and the committees.
- (e) to submit to the Chancellor copies of the agenda and the minutes of the meeting referred to in sub-clause (c);
- (f) to sign powers of attorney, verify pleadings, appear in the court and authorise a person to appear for and on behalf of the University in a suit or other proceedings filed by or against the University; and
- (g) to perform such other functions as may be assigned to him by the Board of Management or the Vice-Chancellor or under the Statutes or the Ordinances of the University or the regulations.

#### **5. Comptroller-**

- (1) The Comptroller of the University shall be appointed by the Board of Management on the recommendation of the Selection Committee constituted for the purpose by the Board.
- (2) The Comptroller shall be a whole-time officer and shall work under the control of the Vice-Chancellor.
- (3) The salary, allowances and other conditions of service of the Comptroller shall be such as may be prescribed by the Ordinances of the University from time to time.
- (4) The Comptroller shall retire on attaining the age of sixty years.
- (5) The functions of the Comptroller in the event of his office falling vacant or he, by reason of ill health, absence or any other cause, being unable to perform his functions, may be performed by such person whom the Vice-Chancellor may appoint for the purpose.
- (6) The Comptroller shall exercise the powers and perform the functions as under :-
  - (a) to exercise general, supervision over the funds of the University;
  - (b) to advise the University regarding its financial policies;
  - (c) to hold and manage the assets and properties of the University and the investments and trusts made or created by it ;
  - (d) to ensure that expenditures are made within the limits fixed by the Finance Committee and for the purposes for which money is allotted or granted;
  - (e) to prepare the annual accounts and budgets of the University and to present them after being considered by the Finance Committee, before the Board of Management.
  - (f) to keep watch on the cash and bank balances ;
  - (g) to supervise collection of revenue and to advise on the methods of such collection;

- (h) to ensure that the registers of properties of the University are properly maintained and that stocks of equipments and other materials in the offices of the University, Regional Centres, Study Centres and other institutions are duly checked;
- (i) to bring to the notice of the Vice-Chancellor any unauthorised expenditure or financial irregularity and suggest action against the person concerned.
- (j) To call for any information or report necessary for his work from any office, Regional Centres, and Study Centres of the University.
- (k) to perform such other financial functions as may be assigned to him by the Board of Management.

#### **6. *Controller of Examinations -***

- (1) The Controller of Examinations shall be appointed by the Board of Management on the recommendation of the Selection Committee constituted for the purpose by the said Board.
- (2) The Controller of Examinations shall exercise the powers and perform the functions as under :-
  - (a) to issue, under the direction of Vice-Chancellor, notices for convening meetings of the Selection Committee of examiners the Board of Moderators and other committees constituted in connection with the examinations of the University.
  - (b) to maintain the minutes of all the meetings referred to in sub-clause (a) ;
  - (c) to control the conduct of examinations and the necessary arrangements in this respect;
  - (d) to make suitable arrangements with respect to the examination centres and the setting and printing of question papers and the supply of question papers to such centres;
  - (e) to make necessary arrangements for assessment and re-valuation of answer books in such manner as may be specified by the Vice-Chancellor;
  - (f) to take steps for appointment of tabulators and the checking of results;
  - (g) to supervise the declaration and publication of examination results; and
  - (h) to perform such other functions as may be required by the Vice-Chancellor.

#### **7. *Board of Management -***

- (1) The Board of Management shall consist of the following members, namely :-
  - (a) Vice-Chancellor-ex-officio Chairman;
  - (b) Pro-Vice-Chancellor.;
  - (c) One Director not being the director of a Regional Centre;
  - (d) One Director of the Regional Centre to be nominated by the Vice-Chancellor by seniority;

- (e) One Professor of the University to be nominated by the Vice-Chancellor by seniority;
  - (f) two eminent educationists to be nominated by the Chancellor.
  - (g) Secretary to the Government, Finance Department, Government of Rajasthan;
  - (h) Secretary to the Government, Education Department, Government of Rajasthan;
  - (i) Deleted ;\*
  - (j) Deleted;\*
  - (k) Deleted;\*
  - (l) One person nominated by the Vice-Chancellor of the Indira Gandhi National Open University; and
  - (m) Registrar of the University-Secretary\*
- (2) The Board of Management shall exercise the powers and perform the functions as under :-
- (a) to manage and administer the finances, revenues, assets and properties of the University;
  - (b) to control and supervise all administrative affairs of the University;
  - (c) to create any post of teaching or any other academic nature;
  - (d) to determine the terms and conditions of service of the teachers and other members of the academic staff;
  - (e) to specify the qualification and the functions of the teachers and other members of the academic staff;
  - (f) to approve the appointments of teachers and other members of the academic staff on the recommendation of the Selection Committee;
  - (g) to specify the manner of temporary appointments of teachers and other members of the academic staff and to approve such appointments;
  - (h) to regulate and approve the appointments of Visiting Professors, Emeritus Professors, Fellows, artists and writers and to determine the terms and conditions of such appointments;
  - (i) to invest money in stocks, funds on securities or in approved banks or other financial institutions or in the purchase of assets and properties in consultation with the Finance Committee;

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\* Deleted Vide notification No. F.2/KOU/P.A. (52) 90-1237 published in the Rajasthan Gazette dated 27th December, 1990.



- (j) to create administrative, ministerial or other posts after considering the recommendations of the Finance Committee and to specify the manner of appointments to such posts;
  - (k) to enforce discipline in the teachers and employees;
  - (l) to receive or transfer any property on behalf of the University;
  - (m) to look into the grievances of the teachers, employees and the students;
  - (n) to fix remuneration or allowances payable to any writer, counsellor, examiner, invigilator or any other person;
  - (o) to delegate any of its powers to any officer or authority of the University; and
  - (p) to do all such acts as are necessary to carry out the objects of the University.
- (3) The Board of Management shall exercise all the powers of the University not otherwise provided for by Statutes, Ordinances of the University and the Regulations for the fulfilment of the objects of the University.
- (4) Five members of the Board of Management shall form the quorum for a meeting of the Board.\*
- (5) The term of office of a nominated member shall be two years.\*\*
- (6) A Secretary to the Government who is, for any reason, unable to attend any meeting of the Board as its member, may depute an officer of his department not below the rank of a Special-Secretary/Director of College Education to attend the meeting.\*\*

## **8. Academic Council -**

- (1) The Academic Council shall consist of the following members, namely :-
- (a) Vice-Chancellor-ex-officio Chairman;
  - (b) Pro-Vice-Chancellor;
  - (c) two Directors of Regional Centres by rotation;
  - (d) All Professors of the University, two Readers and two Lecturers of the University by rotation;\*\*
  - (e) all Conveners of the subject committees constituted by the Board of Management;
  - (f) three eminent educationists co-opted by the Academic Council from outside the University;

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\* Amended Vide notification No. F.2/KOU/PA (52) 91-1524 Dt. 22-10-1991.

\*\* Amended Vide notification No. F.2/KOU/P.A. (52) 90-1237 published in the Rajasthan Gazette dated 27th December, 1990.

- (g) One person nominated by the Vice-Chancellor of the Indira Gandhi National Open University;
  - (h) Deleted;\*\*
  - (i) Director. College Education, Government of Rajasthan; and
  - (j) Registrar of the University; Member-Secretary.
- (2) Deleted;\*\*
- (3) The Academic Council shall exercise the power and perform the functions as under :-
- (a) to supervise the Academic policies of the University;
  - (b) to give directions in the matters of instructions, examination, evaluation and research;
  - (c) to consider matters of academic nature on a reference from a School of Studies or Board of Management and to take appropriate action thereon;
  - (d) to take action for improvement in the academic standards;
  - (e) to frame regulations for academic functioning, discipline, admission, fellowship, fee and other ancillary matters; and
  - (f) to do any other thing or act as may be prescribed by the statutes.
- (4) The term of office of a nominated member shall be two years.\*
- (5) A Secretary to the Government who is, for any reason, unable to attend any meeting of the Academic Council as its member may depute any officer subordinate to him to attend such meeting.

## **9. Planning Board-**

- (1) The planning Board shall consist of the following members, namely :-\*
- (a) Vice-Chancellor-ex-officio Chairman ;
  - (b) A nominee of the Board of Management ;
  - (c) Special Secretary (Planning), Government of Rajasthan.
  - (d) Education Secretary, Government of Rajasthan.
  - (e) Director, Planning & Development; Vardhaman Mahaveer Open University, Kota.
  - (f) One distinguished academic and two persons from other professions, e.g. industry and agriculture, etc.
  - (g) A nominee of the Indira Gandhi National Open University, New Delhi.
  - (h) Registrar of the University-Member-Secretary.

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\* Deleted Vide notification No. F.2/KOU/P.A. (52) 90-1237 published in the Rajasthan Gazette dated 27th December, 1990.

- (2) The term of office of a nominated member shall be two years.\*
- (3) The Planning Board shall-
  - (a) design and formulate appropriate programmes and activities of the University;
  - (b) advise the Board of Management and the Academic council on any matter which it may deem necessary for fulfilment of the objects of the University;
  - (c) constitute such committees as may be necessary for planning and monitoring the programmes of the University.
- (4) The Planning Board shall meet atleast twice in a year.
- (5) The Vice-Chancellor shall take action to constitute the Planning Board in accordance with clause (1)

#### **10. Finance Committee-**

- (1) The Finance Committee of the university shall consist of the following members, namely :-
  - (a) Vice-Chancellor-ex-officio-Chairman;
  - (b) Pro-Vice-Chancellor;
  - (c) One Director of a Regional Centre by rotation to be nominated by the Vice-Chancellor;
  - (d) Secretary to the Government, Finance Department, Government of Rajasthan.
  - (e) Secretary to the Government, Education Department, Government of Rajasthan.
  - (f) two members to be nominated by the Board of Management of whom one could be a member of the Board; and
  - (g) Deleted.\*
- (2) The Comptroller shall be the ex-officio Secretary to the Finance Committee.
- (3) A nominated member of the Finance Committee shall hold office for a term of two years.\*
- (4) Four members shall form the quorum for a meeting of the Finance Committee.
- (5) The Finance committee shall meet at least thrice in a financial year to examine the accounts and scrutinize the items of expenditure.
- (6) A Secretary to Government who is for any reason unable to attend any meeting of the Finance Committee as its member may depute an officer of his department not below the rank of Deputy Secretary.\*\*

#### **11. Selection Committee-**

- (1) There shall be a selection committee for appointments to each or more than one of the following categories of posts :-
  - (a) Professors

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\* Deleted Vide Notification No. F.2/KOU/P.A.(52) 90-1237 published in the Rajasthan Gazette dated 27th December, 1990.

\*\* Amended Vide notification No. F.2/KOU/PA (52) 91-1524 Dt. 22-10-1991.

- (b) Readers and Associate Professors.
  - (c) Lecturers and Assistant Professors.
  - (d) Deleted
  - (e) Other academic staff.
- (2) A Selection committee shall consist of the following members namely :-
- (a) Vice-Chancellor-ex-officio Chairman;
  - (b) Pro-Vice-Chancellor or. as deemed fit by the Vice-Chancellor. the Director of a regional Centre nominated by the Vice-Chancellor ;
  - (c) three experts from outside the University to be nominated by the Vice-Chancellor from a panel of names prepared by the Academic Council and approved by the Board of Management;
  - (d) a nominee of the Chancellor ;
  - (e) a nominee of the Board of Management ; and
  - (f) a nominee of the State Government.
- (3) The quorum for a meeting of a selection committee shall be four including two experts.
- (4) The procedure to be followed by a selection committee shall be such as may be specified by the Ordinances of the University.
- (5) The selection committee shall make recommendations to the Board of Management. Where the Board does not accept such recommendations the Board shall submit the case, together with reasons for not accepting the recommendations to the Chancellor whose decision thereon shall be final.
- 12. *Ex-cadre promotions***- The provisions of the Rajasthan University Teachers and Officers Selection for Appointment Act. 1974 (Rajasthan Act 18 of 1974) shall apply in the matter of ex-cadre promotions in the University.
- 13. *Special mode of appointments***-
- (1) Notwithstanding anything contained in Statute 12 the Board of Management shall have power to invite a person possessing high academic distinction and professional attainments to be appointed to the post of a professor or reader or other equivalent post in the University on such terms and conditions as may be deemed proper and may appoint such person to such post.
- (2) The Board of Management may also appoint for a fixed tenure or otherwise a person working as a teacher or in the academic staff in any other University or organization, for teaching or undertaking a project or any other work on such terms and conditions as may be determined by the Board.

**14. Recognition of teachers-** The qualifications requisite for the recognition of persons working in other University, institutions or organisations as teachers, the manner of recognising them, the period of recognition and the withdrawal of recognition may be prescribed by the Ordinances of the University,

**15. Committees -**

- (1) An Authority of the University may appoint as many standing and special Committees as it may deem necessary and may also appoint such persons to a committee who are not members of such Authority.
- (2) A Committee may deal with a matter assigned to it and the action taken by the Committee shall be final on confirmation by the Authority appointing it.

**16. Conditions of service of teachers and other employees -**

- (1) All teachers, other members of the Academic staff and all employees shall, in the absence of any contract to the contrary, be governed by the terms and conditions of service and the Code of Conduct as may be specified in these Statutes and Ordinances of the University from time to time.
- (2) A teacher or any other member of the academic staff shall be appointed by a contract in writing and the contract shall be in such form as may be specified in the Statutes.

**17. Removal of teachers, employees, etc.-**

- (1) Where suspension appears necessary on account of mis-conduct on the part of a teacher or any other member of the academic staff or an employee of the University, the Vice-Chancellor may place such teacher or such other member of the staff and the appointing authority may place such employee under suspension and shall forthwith send a report to the Board of Management.
- (2) In respect of a teacher and other member of the academic staff, the Board of Management and in respect of an employee, the appointing authority shall have power, after giving a reasonable opportunity of showing cause in an enquiry to make an order of removal from service on the ground of misconduct.
- (3) Save in a case referred to in clause (2), a teacher or other member of the academic staff or an employee shall not be removed from service without a good cause and without giving him three months' notice or three months' salary in lieu of the notice.
- (4) Removal from service shall take effect from the date of order of removal.  
Providing that in the case of suspension, such removal shall take effect from the date of suspension order.

**18. Resignation-**

- (1) A teacher, any other member of the academic staff or an employee may resign from service in the case of permanent employment after giving three months' notice or paying 3 months' salary in lieu of notice to the Board of Management (in the case of a teacher or

such member) or to the appointing authority (in the case of an employee). In the case of employment not being permanent, the giving of one month's notice or paying one month's salary shall be sufficient.

- (2) The resignation shall take effect from the date on which it is accepted by the Board of Management or, as the case may be, by the appointing authority.

**19. Maintenance of discipline-**

- (1) The discipline in the University shall be maintained by the Vice-Chancellor and he shall take such disciplinary action against a student as appears necessary.
- (2) A student may be expelled from the University or rusticated for any period or punished with fine or debarred from taking any examination conducted by the University for one or more years under the direction of the Vice-Chancellor.
- (3) The result of any student may be withheld or cancelled under the direction of the Vice-Chancellor.
- (4) Deleted ;\*

**Statute-20: School of Studies :-\***

1. The University shall have the following schools of studies namely
  - i. School of Humanities and Social Science (The School shall currently include such subjects as History, Economics, Political Science, Sociology, Public Administration, Indian Traditions and Culture, Hindi and English.\*\*
  - ii. School of Science and Technology (The School shall combine such disciplines as Computer Education, Information Technology, Agricultural Courses/Programmes, Courses on Dairy Farming, etc.\*\*
  - iii. School of Continuing Education (The School shall consist of such disciplines as Distance Education, Journalism, Library and Information Science Programmes, Academic Programmes on Food and Nutrition, Law, etc.\*\*
  - iv. School of Commerce and Management (Beside continuing Academic Programmes of Commerce and Management, the School shall also have such disciplines as Tourism and Hotel Management to begin with.\*\*

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\* Deleted Vide notification No. F.2/KOU/P.A. (52) 90-1237 published in the Rajasthan Gazette dated 27th December, 1990.

\* Amended Vide Notification No. F.2/KOU/Est/School/02/1059 Dt.14.1.02 published in Rajasthan Gazette dated 29.9.02

\*\* Published in the Rajasthan Gazette Date 11.12.2014 .

- v. School of Education The School shall consist of such disciplines as Education.\*\*
  - vi. Such other School as may be set up by the Statutes.\*\*
2. Every School of Studies, hereinafter called "School" Shall have a Board, which shall comprise of the following;
    - (a) Director of the School-Chairman;
    - (b) All Conveners/Heads and Professors of the disciplines or subjects assigned to the School of Studies, as may be determined by the Academic Council, from time to time;
    - (c) Atleast four Readers/Lecturers assigned to the School, nominated by the Vice-Chancellor;
    - (d) Not more than two Professors/Readers/Lecturers from disciplines not assigned to the school, nominated by the Vice-Chancellor; and
    - (e) Persons (Depending upon the number of each discipline assigned to the School) who are not the employees of the University, co-opted by the Board for their specialized knowledge in any discipline assigned to the School or in any allied branch of knowledge.
  3. All members of the Board other than the ex-officio members, shall hold office for a term of two years. The term of member will commence from such date as may be notified. The new Director will succeed on the basis of seniority from the list of confirmed faculty member not below the Associate Professor of disciplines assigned to the School. The term of the Director of the School shall be three years.\*
  4. Board of a School shall have the powers to perform the following functions;
    - i. To organize developmental and research work in the School;
    - ii. To approve the course structure of the academic programmes of the School, in accordance with the directions of the Academic Council, in pursuance of Statute 8(3) on the recommendation of the Expert Committee(s) constituted by-it ;
    - iii. To approve the syllabus in accordance with the course structure on the advice of Expert Committee(s) nominated by the Convener/Head of the subject;
    - iv. To recommend to the Vice-Chancellor names of course writers, examiners and moderators for different courses on the proposal of the director of the School prepared in consultation with the Convener/Head of the concerned discipline;
    - v. To formulate proposal for orientation programmes for course writers in collaboration with other Schools in consultation with the Convener/Head of the concerned discipline;
    - vi. To formulate proposals for orientation programmes/summer Schools for tutors and counsellors in consultation with the Convener/Head of the concerned discipline;

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\* Published in the Rajasthan Gazette Date 11.12.2014 .

- vii. To prepare general instruction for counselling to students for different programmes.
- viii. To review methodologies adopted for preparation of educational materials for courses in the disciplines assigned to the School, to evaluate the educational material, and to make suitable recommendations to Academic Council;
- ix. To review (in consultation with Convener/Head of the subject) from time to time the courses already in use with the assistance of outside experts, if necessary, and to make such changes in the courses, as may be required;
- x. To review the facilities of the Study Centres and arrangements for Laboratory/field work periodically, as may be determined by the School;
- xi. To perform all other functions, which may be prescribed by the Act the Statutes, the Ordinances and to consider all such matters, as may be referred to it by the Board of Management, the Academic Council, the Planning Board or the Vice-Chancellor and;
- xii. To delegate to the Director or to any other Member of the Board or to a Committee such general or specific powers, as may be decided upon by the School from time to time.
- xiii. To provide policy directives to the admission process of the University in consultation with the Subject Conveners/Heads.
- xiv. To provide a functional schedule of internal assignments (e.g. preparation and execution) for the school based academic programmes.
- 5. The Board shall meet, as and when necessary, but shall meet atleast twice a year. One-third of the total membership of the Board shall form a quorum for a meeting of the School.

21. **CONVOCATION** :- Convocation of the University for conferring Degrees/Diplomas or other purposes may be held in such Manner as may be Prescribed by the Ordinance.
22. **HONORARY DEGREES** :- All proposals for the confirm or Honorary Degrees shall be initiated by the Vice-Chancellor who after consultation with the Academic Council and the Board of Management shall submit the same to the Chancellor for confirmation.

**Note.** :- Statutes No. 21 & 22 were added after approval by Academic Council of VMOU in its meeting dated 11.1.96 and by the Board of Management in its 30th meeting dated 18.11.95 and 31st meeting date 15.1.96

The assent of H.E. the Governor and Chancellor was received on 6.2.96 (vide F-25 (8) RB/88/713 dt 6.2.96 for the same.