

BRIEF STATUTES REGARDING FACULTY AND BOARD OF STUDIES

(Only brief and most relevant provisions are included. Refer to the Statutes for detailed information)

(A) FACULTY

Composition:

- (1) Dean of the Faculty (Chairman);
- (2) University Professors and Associate Professors in the subjects assigned to the Faculty;
- (3) All Heads of the Departments within the Faculty;
- (4) Two members co-opted by the Faculty concerned from among the teachers of the Faculty;
- (5) Three persons not being teachers in the University to be co-opted by the Faculty; and
- (6) All the Conveners of Board of Studies in the Faculty, who are not otherwise included under the foregoing clauses.

Term: Member of a Faculty other than ex-officio member shall hold office for a period of three years.

Meetings & Quorum:

- (1) Convened by the Dean. Five Day notice required.
- (2) One third of the members shall constitute the quorum.

Functions:

- (1) to recommend to the Academic Council course(s) of study, curricula and scheme(s) of examination, prepared by the Board of Studies in accordance with the provisions of Regulating Bodies;
- (2) to report to the Board of Management through the Academic Council, the institution, composition or abolition of any Board of Studies;
- (3) to recommend to the Academic Council the establishment, sub-division and abolition etc. of the Departments within the Faculties;
- (4) to consider any report or recommendation referred to the Faculty by the Board of Studies before making recommendations to the Academic Council;
- (5) to make suggestions or recommendations to the Board through Academic Council regarding organization of teaching or research or examination in the subjects concerned with the Faculty;
- (6) to recommend to the Academic Council conditions for the award of Degrees, Diplomas and other academic distinctions;

BOARD OF STUDIES

Composition:

- (1) Head of Department (Convener) + (Maximum) two teachers of the Post-Graduate departments.
- (2) Maximum 2 external members

Term: Except for ex-officio members (i.e., HOD), the term is 3 years.

Meetings & Quorum:

- (1) Convener shall convene meeting of the Board of Studies. Notice a week prior.
- (2) The quorum of the meeting shall be one half of the total members.
- (3) The Dean shall have right to be present and speak at such meetings but shall have no right to vote in such meeting unless he is a member of the Board of Studies.

Functions:

- (1) to recommend courses of study, curricula and scheme of examinations in its respective subject(s) and shall advise on all matters relating thereto referred to it by the Board of Management or the Academic Council or the Faculty concerned;
- (2) to bring to the notice of the Academic Council or the Board of Management matters connected with examination in its subject or subjects and may also address the Faculty concerned on any matter connected with the improvement of its courses;
- (3) to prepare panels of examiners in their respective subjects in accordance with statutory provisions.