

THE SCHEDULE  
(See Section 26)

**THE STATUTES OF THE UNIVERSITY**

**The Chancellor**

1 (1) The Chancellor shall be appointed by the Visitor from a panel of not less than three persons recommended by the Board from amongst persons of eminence in education in general and agricultural sciences in particular;

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

(2) The Chancellor shall hold office for a term of five years and shall not be eligible for reappointment;

Provided that notwithstanding the expiry of his term of office, the Chancellor shall continue to hold office until his successor enters upon his office.

**The Vice-Chancellor**

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

*(2)(1)The Committee referred to in clause 2(1) shall consist of the following:*

*(i) Secretary, Department of Agricultural Research and Education, Government of India - Chairman*

*(ii) Secretary to North-Eastern Council set up under section 3 of the North-Eastern Council Act 1971 - Member.*

*(iii) The nominee of the Visitor as Member, who shall also be the Convenor.*

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

1. Purple Colour: Original Act and Statute as per Gazette Notification vide REGISTERED NO. DI-33004/92 dated December 28, 1992.
2. Blue Colour: First Amendment made as per Gazette notification vide REGISTERED NO. DI(N)-04/0007/2003-05 dated July 15-July 21, 2006.
3. Green Colour : Second Amendment made as per Gazette notification vide REGISTERED NO. DI(N)-04/0007/2003-05 dated March 22-28 , 2008.
4. Red Color: Third Amendment made as per Gazette notification vide REGISTERED NO. DI(N)-04/0007/2003-05 dated January 10-January 16, 2009.

*N. Singh*

(4) *The Vice-Chancellor shall hold office for a term of five years from the date on which he enters upon his office, or until he attains the age of seventy years, whichever is earlier, and he shall be eligible for reappointment for a further term of five years, or until he attains the age of seventy years whichever is earlier:*

Provided that notwithstanding the expiry of the said period of five years, he shall continue in office for a period not exceeding one year or until his successor is appointed and enters upon his office.

*Para 3 : Deleted.*

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

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

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

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

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

(iii) *The Vice-Chancellor shall be entitled to traveling and other allowances as per the rate fixed from time to time by the Government of India for the officers equivalent to the rank of Secretary to Government of India. Further, he shall be entitled to transfer traveling allowances and other allowances as admissible to officers of the rank of Secretary to Government of India for joining and after relinquishing the post.*

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

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

*N. Bajajendra Singh*

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

(vi) *The Vice-Chancellor shall be entitled to Leave Travel Concession and Home Travel Concession as per rules of Government of India.*

(vii) *The Vice-Chancellor shall be entitled to the benefit of leave encashment at the time of laying down the office as per rules of Government of India..*

(6) If the office of the Vice-Chancellor becomes vacant due to death, resignation or otherwise, or if he is unable to perform his duties due to ill health or any other cause, the senior-most Dean or Director, as the case may be, shall perform the duties of the Vice-Chancellor until a new Vice-Chancellor assumes office or until the Vice-Chancellor attends to the duties of his office, as the case may be.

**Power and duties of the Vice-Chancellor:**

3 (1) *The Vice-Chancellor shall be ex-officio Chairman of the Board, the Academic Council, the Finance Committee, the Research Council and the Extension Education Council and shall in the absence of the Chancellor preside over the Convocation held for conferring degrees.*

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

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

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

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

(6) *The Vice-Chancellor shall have the power to convene or cause to be convened the meetings of the Board, the Academic Council, the Research Council, the Extension Education Council and the Finance Committee.*

**Dean of Colleges/Faculties**

4 (1) *Each Faculty shall have a Dean who shall also be the head of the College concerned. However, if any Faculty has more than one college, the Vice-Chancellor may nominate one of the Deans as Dean of the Faculty.*

*N. Anajendra Singh*

*The Dean of the college shall be appointed by the Board on the recommendation of the Selection Committee constituted for the purpose as per Clause 18 of the Statutes and he shall be a whole time salaried officer of the University.*

*The Dean shall be entitled to rent free and unfurnished residential accommodation.*

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

*The Dean shall hold the office for a term of five years and shall be eligible for re-appointment, provided that a Dean on attaining the age of sixty five years shall cease to hold office.*

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

(3) *The Dean shall be responsible to the Vice-Chancellor for the conduct and maintenance of the standards of teaching in the college/faculty and shall perform such other functions as may be prescribed by the Ordinance.*

(4) *The Dean shall be the ex-officio Chairman of the Board of Studies of the Faculty, a member of the Academic Council, the Research Council and the Extension Education Council of the University.*

### **Director Instruction**

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

*The Director of Instruction shall be entitled to rent free and unfurnished residential accommodation.*

(2) *The Director Instruction shall hold office for a term of five years and shall be eligible for reappointment;*

*Provided that Director of Instruction on attaining the age of sixty five years shall cease to hold office as such.*

(3) The Director Instruction shall be responsible for planning, co-ordination and supervision for all educational programmes in the various faculties of the University.

*N. Prabhakar Sank*

### **The Director of Research**

6 (1) The Director of Research shall be appointed by the Board on the recommendation of a Selection Committee constituted for the purpose and he shall be a whole time salaried officer of the University.

*The Director of Research shall be entitled to rent free and unfurnished accommodation*

(2) The Director of Research shall hold office for a term of five years and shall be eligible for reappointment;

*Provided that the Director of Research on attaining the age of sixty five years shall cease to hold office as such.*

(3) *The Director of Research shall be responsible for supervision and co-ordination of all research programmes of the University and shall be responsible to the Vice-Chancellor for performance of his duties.*

(4) *The Director of Research shall be ex-officio Member-Secretary of the Research Council of the University.*

### **The Director of Extension Education**

7 (1) The Director of Extension Education shall be appointed by the Board on the recommendation of a Selection Committee constituted for the purpose and he shall be a whole time salaried officer of the University.

*The Director of Extension Education shall be entitled to rent free and unfurnished accommodation.*

(2) *The Director of Extension Education shall hold office for a term of five years and shall be eligible for reappointment:*

*Provided that the Director of Extension Education on attaining the age of sixty five years shall cease to hold office as such.*

(3) *The Director of Extension Education shall be responsible for supervision and co-ordination of all Extension Education Programmes in the University and shall be responsible to the Vice-Chancellor for performance of his duties.*

(4) *The Director of Extension Education shall be ex-officio Member-Secretary of the Extension Education Council of the University.*

*N. Anupindra Singh*

**Registrar**

8 (1) *The Registrar shall be appointed by the Board on the recommendation of a duly constituted Selection Committee under Clause 18 of the Statutes and he shall be a whole time salaried officer of the University. He shall be responsible to the Vice-Chancellor for performance of his duties.*

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

*He may also be appointed on deputation for a specified period not exceeding five years.*

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

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

*Para 3 : Deleted.*

*In case of a person appointed on deputation his tenure, emoluments and other terms of service shall be according to the terms of deputation.*

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

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

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

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

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

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

*N. Bragimdar Sircar*

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

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

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

(b) To issue all notice convening meeting of the Board, the Academic Council and of any committees appointed by those authorities;

(c) To keep the minutes of all the meetings of the Board, the Academic Council and of any committees appointed by those authorities;

(d) To conduct the official correspondence of the Board and the Academic Council;

(e) *To arrange for the examinations of the University in accordance with the manner prescribed by the Ordinances/notifications:*

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

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

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

### The Comptroller

9 (1) *The Comptroller shall be appointed by the Board on the recommendation of a duly constituted Selection Committee under Clause 18 of the Statutes and he shall be a whole time salaried officer of the University.*

*The Comptroller may also be appointed on deputation for a specified period not exceeding five years.*

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

(3) *The emoluments and other terms and conditions of service of the Comptroller shall be such as may be prescribed by the Ordinance. In case of a person being appointed on deputation, his tenure, emoluments and other terms of service shall be according to the standard of deputation:*

*N. B. Singh*

Provided that the Comptroller shall retire on attaining the age of sixty years.

*Para 3: Deleted.*

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

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

(6) The Comptroller shall –

- a) Exercise general supervision over the funds of the University and shall advise it as regards its financial policy, and
- b) *Perform such other duties as may be specified in the Statutes, the Ordinances or as may be required, from time to time, by the Board or the Vice-Chancellor.*

(7) Subject to the control of the Board, the Comptroller shall –

- (a) hold and manage the property and investments of the University including trust endowed property.
- (b) ensure that the limits fixed by the Board for recurring and non-recurring expenditure for a year are not exceeded and that all moneys are expended on the purpose for which they are granted or allotted.
- (c) be responsible for the preparation of annual accounts and the budget of the University and for their presentation to the Board.
- (d) keep a constant watch on the state of the cash and bank balances and on the state of investment.
- (e) watch the progress of the collection of revenue and advice on the methods of collection employment.
- (f) ensure that the registers of buildings, land, furniture and equipment are maintained up to date and that stock-checking is conducted, of equipment and other consumable materials in all offices, specialized Laboratories, Colleges and Institutions maintained by the University.
- (g) bring to the notice of the Vice-Chancellor unauthorized expenditure and other financial irregularities and suggest disciplinary action against persons at fault; and

*N. Dattajindra Singh*

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

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

### Head of Departments

10 (1) Each Department shall have a Head, appointed by Vice-Chancellor who shall be not below the rank of an Associate Professor and whose duties and functions and terms and conditions of appointment shall be prescribed by the Ordinances.

*He shall be responsible to the Dean for teaching, to Director of Research for research to Director of Extension Education for extension education work. However, the Dean shall be the administrative controlling officer of the Heads of Departments in college concerned:*

*Provided that if there is more than one Professor in any Department, the Head of the Department shall be appointed by the Vice-Chancellor from amongst the Professors.*

*Provided that in the case of Department where there is only one Professor, the Vice-Chancellor shall have option, to appoint either the Professor or an Associate Professor as the Head of the Department.*

*Para 4 :Deleted.*

*Provided also that in a Department where there is no Professor or Associate Professor in a Department, the Dean of the College shall act as the Head of the Department or with the approval of the Vice-Chancellor assign the duty to any other Head of the Department of the College.*

(2) It shall be open to a Professor or an Associate Professor to decline the offer of appointment as the Head of the Department.

(3) A Professor or an Associate Professor appointed as Head of the Department shall hold office as such for a period of three years and shall be eligible for re-appointment.

(4) A Head of a Department may resign his office at any time during his tenure of office.

*N. Brugindra Singh*

(5) A Head of a Department shall perform such functions as may be prescribed by the Ordinances.

(6) *The Head of Department shall retire at the age of sixty five years.*

### **Librarians**

11 (1) *Every Librarian shall be appointed by the Board on the recommendation of the Selection Committee constituted for the purpose under clause 18 of the Statutes and he shall be a whole-time salaried officer of the University.*

(2) *Every Librarian shall exercise such powers and perform such duties as may be assigned to him by the Vice-Chancellor.*

### **Constitution, powers and functions of the Board**

12 (1) The Board shall consist of the following members namely:-

- (i) The Vice-Chancellor, ex-officio Chairman.
- (ii) *Three Secretaries from amongst the Secretaries-in-charge of the Depts. of Agriculture/Forest/Animal Husbandry/Fishery/Horticulture of a State in the North Eastern Region to be nominated by the Visitor by rotation in the alphabetical order to represent that State;*  
*Provided that there shall not be more than one Secretary from a State in the Board at a particular time.*
- (iii) *Three eminent scientists to be nominated by the Visitor.*
- (iv) *One distinguished person representing Agro-based industries or a manufacturer having a special knowledge in agricultural development to be nominated by the Visitor.*
- (v) The Deputy Director General (Education) representing the Indian Council of Agricultural Research.
- (vi) The Secretary to the North Eastern Council set up under section 3 of the North Eastern Council Act, 1971 (84 of 1971).
- (vii) One Dean of College and one Director to be nominated by the Vice-Chancellor on rotational basis.
- (viii) Two persons representing farmers in the States of the North-Eastern Region to be nominated by the Vice-Chancellor by rotation in alphabetical order of those states.

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(ix) *deleted.*

- (x) *One woman social worker representing woman social organization from the North-Eastern Region to be nominated by the Vice-Chancellor.*
- (xi) An Advisor (Agriculture), Planning Commission.
- (xii) A distinguished authority on forest, Social forest or environment management to be nominated by the Visitor.
- (xiii) *Two persons not below the rank of Joint Secretary representing respectively the Departments of Government of India dealing with the Agriculture and Animal Husbandry to be nominated by the concerned Secretary to the Government of India.*
- (xiv) *A nominee of the Secretary representing the Department of Agricultural Research & Education, Government of India.*
- (xv) The Registrar of the University – Secretary.

(2) *The term of office of the members of the Board, other than ex-officio members, shall be three years.*

(3) The Board shall have the power of management and administration of the revenue and property of the University and the conduct of all administrative affairs of the University not otherwise provided for.

(4) Subject to the provisions of this Act, the Statutes and the Ordinances, the Board shall in addition to all other powers in it have the following powers, namely:-

- (i) To create, teaching and academic posts, to determine the number and emoluments of such posts and to define conditions of service of University staff, subject to the approval of the Indian Council of Agricultural Research;
- (ii) To appoint such teachers and other academic staff, as may be necessary, and Deans of Colleges, Director and Heads of other institutions maintained by the University on the recommendation of the Selection Committee constituted for the purpose and to fill up temporary vacancies therein;
- (iii) To create administrative, ministerial and other necessary posts and to make appointments thereto in the manner prescribed by the Ordinances;
- (iv) *Deleted.*
- (v) To regulate and enforce discipline among employees in accordance with the Statutes and Ordinances:

*N. Barjinder Singh*

- (vi) To manage and regulate the finances, accounts, investments, property, business and all other administrative affairs of the University, and for that purpose to appoint such agents as it may think fit;
- (vii) To fix limits on the total recurring and the total non-recurring expenditure for a year on the recommendation of the Finance Committee;
- (viii) To invest any money belonging to the University, including any unapplied income, in such stocks, funds, shares or securities, from time to time, as it may think fit or in the purchase of immovable property in India, with the like powers of varying such investment from time to time;
- (ix) To transfer or accept transfers or any movable or immovable property on behalf of the University;
- (x) To provide buildings, premises, furniture and apparatus and other means needed for carrying on the work of the University;
- (xi) To enter into, vary, carry out and cancel contracts on behalf of the University;
- (xii) To entertain, adjudicate upon, and, if thought fit, to redress any grievances of the employees and students of the University;
- (xiii) *To fix fees, honorarium, emoluments and travelling allowances of examiners/experts/Consultants/advisors/officers on special duty etc.;*
- (xiv) To select a common seal for the University and provide for the custody and use of such seal;
- (xv) To make such special arrangements as may be necessary for the residence and discipline of women students;
- (xvi) To delegate any of its powers to the Vice-Chancellor, the Deans, Directors, the Registrar or the Comptroller or such other employee or authority of the University or to a committee appointed by it as it may deem fit;
- (xvii) To institute fellowships, scholarships, studentships, medals and prizes;
- (xviii) *to provide for appointment of visiting Professor(s), Emeritus Professor(s), Consultant and Officers on Special Duty/Scholars etc. and to determine the terms and conditions of such appointment.*

#### **Quorum for meetings of the Board**

13. To exercise such other Power and perform such other duties as may be conferred on it by the Act, or the statutes.

*Five members of the Board shall form the quorum for a meeting of the Board*

*N. Brijendra Singh*

### Constitution and powers of the Academic Council

14 (1) The Academic Council shall consist of the following members, namely:-

- (i) *The Vice-Chancellor ex-officio-Chairman;*
- (ii) All the Deans of the Colleges of the University;
- (iii) The Director of Research of the University;
- (iv) The Director of Extension Education of the University;
- (v) The Director of Instruction;
- (vi) A Librarian to be nominated by the Vice-Chancellor on rotational basis;
- (vii) *Two eminent scientists to be co-opted from outside the University to be nominated by the Vice-Chancellor;*
- (viii) *Seven Heads of the Departments, at least one from each faculty to be nominated by the Vice-Chancellor;*
- (ix) *One nominee of North eastern Council with specialization in Agricultural Sciences;*
- (x) *The Registrar of the University, ex-officio Secretary.*

(2) *The term of office of the members of the Academic Council, other than Ex-officio members, shall be three years.*

(3) Subject to the Act, the Statutes and Ordinances, the Academic Council shall, in addition to all other powers vested in it, have the following powers, namely:-

- (a) *To exercise general supervision over the academic policies of the University to give directions regarding methods of instruction, co-operative teaching among colleges and institutions, evaluation and improvements in academic standards;*
- (b) *To bring about inter-college co-ordination and establish or appoint committee on academic matters;*
- (c) To consider matters of general academic interest either on its own initiative or on a reference by a college or the Board and to take appropriate action thereon; and
- (d) To frame such regulations and rules consistent with the Statutes and the Ordinances regarding the academic functioning of the University, discipline, residences, admissions, award of fellowships and studentships, fees, concessions, corporate life and attendance.

### Quorum for meetings of the Academic Council

15. *One third members of the Academic Council shall form the quorum for a meeting of the Academic Council.*

### Board of Studies

16 (1) *Each Faculty shall have a Board of Studies.*

*N. Bhagwana Sivash*

(2) The Board of Studies of each Faculty shall be constituted as under:

- (i) *Dean of Faculty - Chairperson.*
- (ii) *Director of Research - Member.*
- (iii) *Director of Extension Education- Member.*
- (iv) *All Heads of Departments of the Faculty not below the rank of Associate Professor - Member.*
- (v) *One representative of the Academic Council not belonging to the particular faculty to be nominated by the Vice-Chancellor.*
- (vi) *Two eminent scientists from Agricultural Education system not belonging to the Central Agricultural University to be nominated by the Vice-Chancellor.*
- (vii) *One final year Post Graduate student with Highest Overall Grade Point Average (OGPA) - Member.*
- (viii) *Assistant Registrar (Academic) of the faculty - Member.*
- (ix) *Director Instruction- Member.*

(3) The functions of the Board of Studies shall be to recommend to the Academic Council course curriculum to be prescribed for various degree(s) to be offered by the concerned Faculty and to make suitable recommendations for the teaching of the prescribed/approved course.

### **Finance Committee**

17 (1) The Finance Committee shall consist of the following members, namely:-

- (i) *The Vice-Chancellor - Chairman*
- (ii) *Financial Advisor (DARE) or his/her nominee not below the rank of Deputy Secretary.*
- (iii) *Three persons to be nominated by the Board, out of whom at least one shall be a member of the Board;*
- (iv) *Three persons to be nominated by the Visitor; and*
- (v) *The Comptroller of the University - Member Secretary.*

*N. Brijendra Singh*

(2) Three members of the Finance Committee shall form a quorum for meeting of the Finance Committee;

(3) The members of the Finance Committee, other than ex-officio members, shall hold office for a term of three years;

(4) A member of the Finance Committee shall have the right to record a minute of dissent if he does not agree with any decision of the Finance Committee;

(5) The Finance Committee shall meet, at least twice a year to examine the accounts and to scrutinize proposals for expenditure;

(6) Every proposal relating to creation of posts, and those, items which have not been included in the Budget, should be examined by the Finance Committee before they are considered by the Board;

(7) The annual accounts and the financial estimates of the University prepared by the Comptroller, shall be laid before the Finance Committee for consideration and comments and thereafter submitted to the Board for approval;

(8) The Finance Committee shall recommend limits for the total recurring expenditure and the total non-recurring expenditure for the year, based on the income and resources of the University (which, in the case of productive works, may include the proceeds of loans).

### Selection Committees

18 (1) There shall be a Selection Committee for making recommendations to the Board for appointment to the posts of teachers, Comptroller, Registrar, Librarians, Deans of Colleges, Directors and heads of other institutions maintained by the University.

(2) The Selection Committee for appointment to the posts in the University shall consist of members as specified in column 1 of the Table below shall consist of members as specified in the corresponding entries in column 2 of the said Table.

1	2
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#### *Directors*

Deans (i) Vice-Chancellor or his nominee- Chairman:

(ii) One nominee of the Visitor:

(iii) Three eminent scientists not below the rank of Vice-Chancellor or equivalent (serving/retired) to be nominated by the Vice-Chancellor from a panel of six names approved by the Board.

*N. Benjamin Singh*

*Professors/  
Equivalent* (i) *Vice-Chancellor or his nominee - Chairman;*  
 (ii) *One nominee of the Visitor;*  
 (iii) *Dean of the concerned Faculty Member;*  
 (iv) *Director of Research or Director of Extension Education or Director Instruction to be nominated by Vice-Chancellor - Member; and*  
 (v) *Three eminent subject matter specialists not below the rank of Head of Department or equivalent (serving or retired) to be nominated by the Vice-Chancellor out of a panel of six names approved by the Board - Members.*

*Associate Professor/  
Asstt. Professor/  
Equivalent* (i) *Vice-Chancellor or his nominee- Chairman;*  
 (ii) *One nominee of the Visitor;*  
 (iii) *Dean of the concerned faculty - Member;*  
 (iv) *Director of Instruction or Director of Research or Director of Extension Education to be nominated by Vice-Chancellor*  
 (v) *Head of the concerned Department not below the rank of Professor; and*  
 (vi) *Two eminent teachers/ scientists not below the rank of Professor or equivalent (serving or retired) to be nominated by the Vice-Chancellor out of panel of six names approved by the Board.*

*Registrar/  
Comptroller/  
Librarian* (i) *Vice-Chancellor or his nominee- Chairman;*  
 (ii) *One nominee of the Visitor;*  
 (iii) *One Director/Dean to be nominated by the Vice-Chancellor; and*  
 (iv) *Two experts in the concerned subject to be nominated by the Vice-Chancellor. out of a panel of six names approved by the Board-Members.*

*N. Bhagwan Singh*

18 (3) The Vice-Chancellor, or in his absence, his nominee shall preside at the meetings of a Selection Committee;

*Provided that the meetings of the Selection Committee shall be fixed after prior consultation with the nominees of the Visitor.*

*Provided further that the proceedings of the Selection Committee shall not be valid unless at least two members, not in the service of the University are present in the meeting.*

(a) Deleted.

(b) Deleted.

(4) The meeting of a Selection Committee shall be convened by the Vice-Chancellor or in his absence by his nominee.

(5) *The procedure to be followed by the Selection Committee in making recommendations shall be decided by the Committee prior to the interview.*

(6) If the Board is unable to accept the recommendations made by a Selection Committee, it shall record its reasons and submit the case to the Visitor for final orders.

(7) Appointments to temporary posts shall be made in the manner indicated below:-

(i) *The Vice-Chancellor shall have the authority to appoint a person on adhoc basis for period not exceeding six months extendable by a further period of six months with the approval of the Board:*

Provided that if the Vice-Chancellor is satisfied that in the interest of work it is necessary to fill the vacancy, the appointment may be made on a purely temporary basis by the local Selection Committee referred to in Sub-clause (ii) for the period not exceeding six months.

(ii) If the temporary vacancy is for a period less than a year, an appointment to such vacancy shall be made on the recommendation of a local Selection Committee consisting of the Dean of the college concerned, the Head of the Department and a nominee of the Vice-Chancellor;

Provided that if the same person holds the offices of the Dean and the Head of the Department, the Selection Committee may contain two nominees of the Vice-Chancellor:

Provided further that in case of sudden casual vacancies of teaching posts caused by death or any other reason, the Dean may, in consultation with the Head of

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the Department concerned, make a temporary appointment for a month and report to the Vice-Chancellor and the Registrar about such appointment.

(iii) No teacher appointment temporarily shall, if he is not recommended by a regular Selection Committee for appointment under the Statutes, be continued in service on such temporary employment, unless he is subsequently selected by a local Selection Committee or a regular Selection Committee, for a temporary or permanent appointment, as the case may be.

(8) *Mode of Constitution of the Selection Committee for non-academic staff, not prescribed in the statutes, shall be prescribed by the Ordinances(s).*

### **Special Mode of Appointment**

19 (1) Notwithstanding anything contained in Statute 18, the Board may invite a person of high academic distinction and professional attainments to accept a post of Professor or Associate Professor or any other academic post in the University, as the case may be, on such terms and conditions as it deems fit, and on the person agreeing to do so appoint him to the post.

(2) The Board may appoint a teacher or any other academic staff working in any other University or organization for undertaking a joint project in accordance with the manner laid down in the Ordinances.

### **Appointment for a fixed tenure**

20 The Board may appoint a person selected in accordance with the procedure laid down in Statute 18 for a fixed tenure on such terms and conditions as it deems fit.

### **Recognized Teachers**

21 (1) (a) *Qualifications of Director, Dean, Professor, Associate Professor and Assistant Professor of different faculties and their equivalents in Research and Extension Education shall be as prescribed by the Ordinance(s).*

(b) *Qualification of Non- Academic Staff shall be prescribed by the Ordinances(s).*

(2) *Deleted.*

(3) *Deleted.*

(4) *Deleted.*

(5) *Deleted.*

(6) Any person aggrieved by an order of withdrawal under clause (5) may, within three months from the communication to him of such order, appeal to the Board which may pass such orders thereon as it thinks fit.

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### Committees

22 (1) The authorities of the University specified in section 16 may appoint as many standing or special committees as it may deem fit, and may appoint to such committees persons who are not members of such authority.

(2) Any such committee appointed under clause (1) may deal with any subject delegated to it subject to confirmation by the authority appointing it.

### Terms and conditions of service and code of conduct of the teachers, etc

23 (1) All the teachers and other academic staff of the University shall, in the absence of any agreement to the contrary, be governed by the terms and conditions of service and code of conduct as are specified in the Statutes, the Ordinance and the Regulations.

(2) *Every teacher and other staff of the University shall be appointed on a written contract, the term of which shall be prescribed by the Ordinances.*

(3) A copy of every contract referred to in clause (2) shall be deposited with the Registrar.

### Terms and conditions of service and code of conduct of other employees

24. *All the non-academic employees of the University, shall in the absence of any contract to the contrary, be governed by the terms and conditions of service and code of conduct as are specified in the Statutes, the Ordinances and the Regulations as made from time to time*

### Seniority list

25 (1) Whenever, in accordance with the Statutes, any person is to hold an office or be a member of an authority of the University by rotation according to seniority such seniority shall be determined according to the length of continuous service of such person in his grade and, in accordance with such other principles as the Board may, from time to time, prescribe.

(2) It shall be the duty of the Registrar to prepare and maintain, in respect of each class of persons to whom the provisions of these Statutes apply, a complete and up-to-date seniority list in accordance with the provisions of clause (1).

(3) If two or more persons have equal length of continuous service in a particular grade or the relative seniority of any persons is otherwise in doubt, the Registrar may, on his own motion and shall, at the request of any person, submit the matter to the Board whose decision thereon shall be final.

*N. Bajajma Singh*

### Removal of employees of the University

26 (1) Where there is an allegation of misconduct against a teacher, a member of the academic staff or other employee of the University, the Vice-Chancellor, in the case of the teacher or member of the academic staff and the authority competent to appoint (hereinafter referred to as the appointing authority) in the case of other employee, may, by order in writing, place such teacher, member of the academic staff or other employee, as the case may be, under suspension and shall forthwith report to the Board the circumstances in which the order was made ;

Provided that the Board may, if it is of the opinion, that circumstances of the case do not warrant the suspension of the teacher or a member of the academic staff, revoke such order.

*(2) Notwithstanding anything contained in the terms of the contract of appointment or of any other terms and conditions of service of the employees, the Board in respect of teacher and other academic staff and the appointing authority, in respect of other employees, shall have the power to remove a teacher or a member of the academic staff, or other employees as the case may be on grounds of misconduct.*

*(3) Save as aforesaid, the Board or the appointing authority as the case may be, shall not be entitled to remove any teacher, member of the academic staff or other employee except for a good cause and after giving three months notice or on payment of three months salary in lieu thereof.*

(4) No teacher, member of the academic staff or other employee shall be removed under clause (2) or clause (3) unless he has been given a reasonable opportunity of showing cause against the action proposed to be taken in regard to him

(5) The removal of a teacher, member of the academic staff or other employee shall take effect from the date on which the order of removal is made;

Provided that where the teacher, member of the academic staff or other employee is under suspension at the time of his removal, such removal shall take effect from the date on which he was placed under suspension.

(6) Notwithstanding anything contained in the foregoing provisions of this Statutes, a teacher/member of the academic staff or other employee may resign :-

(a) If he is a permanent employee, only after giving three months' notice in writing to the Board or the appointing authority, as the case may be, or by paying three month's salary in lieu thereof;

*(b) If he is not a permanent employee, only after giving one month's notice in writing to the Board or, the appointing authority as the case may be, or by paying one month's salary in lieu thereof.*

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*Provided that such resignation shall take effect only on the date from which the resignation is accepted by the Board or the appointing authority, as the case may be.*

**Honorary degrees**

27 (1) The Board may, on the recommendation of the Academic Council and by a resolution passed by a majority of not less than two-thirds of the members present and voting, make proposals to the Visitor for the conferment of honorary degrees;

Provided that in case of emergency, the Board may; on its own motion, make such proposals.

(2) The Board may, by a resolution passed by a majority of not less than two-thirds of the members present and voting, withdraw, with the previous sanction of the Visitor, any honorary degree conferred by the University.

**Withdrawal of degrees etc.**

28 The Board may, by a special resolution passed by a majority of not less than two-thirds of the members present and voting, withdraw any degree or academic distinction conferred on, or any certificate or diploma granted to, any person by the University for good and sufficient cause;

Provided that no such resolution shall be passed until a notice in writing has been given to that person calling upon him to show cause within such time as may be specified in the notice why such a resolution should not be passed and until his objections, if any, and any evidence he may produce in support of them, have been considered by the Board.

**Maintenance of discipline among students of the University**

29 (1) All powers relating to discipline and disciplinary action in relation to students of the University shall vest in the Vice-Chancellor.

(2) The Vice-Chancellor may delegate all or any of his powers as he deems proper to such Officers as he may specify in this behalf.

(3) Without prejudice to the generality of his powers relating to the maintenance of discipline and taking such action, as may seem to him appropriate or the maintenance of discipline, the Vice-Chancellor may, in exercise of his powers, by order, direct that any student or students be expelled, or rusticated, for a specified period, or be not admitted to a course or courses of study in a college, institution or Department of the University for a stated period, or be punished with fine for an amount to be specified in the order, or be debarred from taking an examination or examinations conducted by the University, college, institution or Department for one or more years, or that the results of the student or students concerned in the examination or examinations in which he or they have appeared be cancelled.

(4) The Dean of colleges, institutions and Heads of the teaching Departments in the University shall have the authority to exercise all such disciplinary powers over

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the students in their respective colleges, institutions and teaching Departments in the University as may be necessary for the proper conduct of such colleges, institutions and teaching in the Departments.

(5) Without prejudice to the powers of the Vice-Chancellor, the Deans and other persons specified in Clause (4), detailed rules of discipline and proper conduct shall be made by the University. The Deans of the colleges, institutions and Heads of the teaching Departments in the University may also make the supplementary rules as they deem necessary for the aforesaid purposes.

(6) At the time of admission, every student shall be required to sign a declaration to the effect that he submits himself to the disciplinary jurisdiction of the Vice-Chancellor and other authorities of the University.

#### **Maintenance of discipline among students of colleges, etc.**

30 All powers relating to discipline and disciplinary action in relation to the students of the college or an institution maintained by the University, shall vest in the Dean of the College or institution, as the case may be, in accordance with the procedure prescribed by the Ordinances.

#### **Advisory Committee**

31. *Deleted.*

#### **Convocations**

32. Convocations of the University for the conferring of the Degrees or for other purposes shall be held in such manner as may be prescribed by the Ordinances.

#### **Acting Chairman**

33. *When no provision is made for a Chairman to preside over a meeting of any Committee or when the Chairman so provided for is absent or the Vice-Chancellor has not in writing made any arrangement, the members shall elect one from among themselves to preside over meeting.*

#### **Resignation**

34 Any member, other than an ex-officio member of the Board, Academic Council or any other authority of the University or any Committees of such Authority may resign by letter addressed to the Registrar and the resignation shall take effect as soon as such letter is received by the Registrar.

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### **Disqualifications**

35 (1) A person shall be disqualified for being chosen as, and for being, a member of any of the Authorities of the University:-

- (i) If he is of unsound mind;
- (ii) If he is an un discharged insolvent;
- (iii) if he has been convicted by a court of law of an offence involving moral turpitude and sentenced in respect thereof to imprisonment for a period of not less than six months.

(2) If any question arises as to whether a person is or had been subjected to any of the disqualification mentioned in clause (1), the question shall be referred to the Visitor and his decision thereon shall be final and no suit or other proceeding shall be in civil court against such decision.

### **Residence Condition for Membership and Office**

36. *Notwithstanding anything contained in the Statutes, a person who is not ordinarily resident in India shall not be eligible to be an Officer of the University or a member of any authority of the University.*

### **Membership of authorities by virtue of membership of other bodies**

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

### **Alumni Association**

38 (1) There shall be an Alumni Association for the University.

(2) The subscription for membership of the Alumni Association shall be prescribed by the Ordinances.

(3) No member of the Alumni Association shall be entitled to vote or stand for election unless he has been a member of the Association for at least one year prior to the date of the election and is degree holder of the University of at least five years standing;

Provided that the condition relating to the completion of one year's membership shall not apply in the case of the first election.

### **Students' Council**

39(1) *There shall be, in each College of the University a Students' Council for each academic session for the purpose of making recommendations to the authorities of the*

*N. Dileep Singh*

University with regard to various activities relating to students welfare, including games, sports, dramatics, debates, cultural activities etc. and such Council shall consist of:

- (i) The Dean of the College-Chairperson
- ii) All Hostel Wardens
- iii) Campus Estate Officer
- iv) Five Heads of the Departments to be nominated by the Dean
- v) Hostel Prefects
- vi) One student from each class/year who has secured the highest Overall Grade Point Average in the previous academic session.
- vii) Students Welfare Officer - Member Secretary

(2) Deleted.

(3) The Students Council shall meet at least once in each semester.

#### **Ordinances how made**

40 (1) The first ordinances made under sub-section (2) of Section 27 may be amended or repealed at any time by the Board in the manner specified below.

(2) No Ordinance in respect of the matters enumerated in section 27, other than those enumerated in clause (n) of sub-section (1) thereof shall be made by the Board unless a draft of such Ordinance has been proposed by the Academic Council.

(3) The Board shall not have power to amend any draft of any Ordinance proposed by the Academic Council under clause (2), but may reject the proposal or return the draft to the Academic Council for reconsideration either in whole or in part, together with any amendment which the Board may suggest.

(4) Where the Board has rejected or returned the draft of an Ordinance proposed by the Academic Council, the Academic Council may consider the question afresh and in case the original draft is reaffirmed by a majority of not less than two-thirds of the members present, and voting and more than half the total member of numbers of the Academic Council, the draft may be sent back to the Board which shall either adopt it or refer it to the Visitor whose decision shall be final.

(5) Every Ordinance made by the Board shall come into effect immediately.

(6) Every Ordinance made by the Board shall be submitted to the Visitor within two weeks from the date of its adoption. The Visitor shall have the power to direct the University within four weeks of the receipt of the Ordinance to suspend the operation of any such Ordinance and he shall, as soon as possible, inform the Board about his objection to the proposed Ordinance. The Visitor may, after receiving the comments of the University, either withdraw the order suspending the Ordinance, or disallow the Ordinance, and his decision shall be final.

*N. Anujindra Singh*

### **Regulations**

41 (1) The Authority of the University may make Regulations consistent with the Act, the Statutes and the Ordinances for the following matters, namely:-

- (i) Laying down the procedure to be observed at their meeting and the number of members required to form a quorum.;
- (ii) Providing for all matters which are required by the Act, the Statutes or the Ordinances to be prescribed by the Regulations;
- (iii) Providing for all other matters concerning such authority or committees appointed by them and not provided for by the Act, the Statutes or the Ordinances.

(2) Every authority of the University shall make Regulations providing for the giving of notice to the members of such authorities of the dates of meeting and of the business to be considered at meetings and for the keeping of a record of the proceedings of meetings.

(3) The Board may direct the amendment in such manner as it may specified, of any Regulation made under the Statutes or the annulment of any such Regulation.

### **Delegation of Powers**

42 Subject to the provisions of the Act and the Statutes, any officer or authority of the University may delegate his or its power to any other officer or authority or person under his or its respective control and subject to the condition that overall responsibility for the exercise of the powers so delegated shall continue to vest in the officer or authority delegating such powers.

### **Collaboration with other Institution and Organizations**

43 The University shall have the authority to enter into an agreement through a Memorandum of Understanding with any research and /or academic institution of higher learning, including the Indian Council of Agricultural Research, Regional Complex for North Eastern Hill Region, Barapani (Meghalaya), to conduct collaborative Post Graduate Research Programme to fulfill the partial requirement for the award of Master's and Ph. D. degrees of the University.

*N. Bragjerdin Singh*

Constitution and Function of Research Council

44 (1) There shall be a Research Council of the University to exercise general supervision over the research policies and programmes of the University in the area of Agricultural and allied disciplines. The Research Council shall consist of the following members:

- (i) The Vice-Chancellor - Chairman
- (ii) Director of Extension Education - Member
- (iii) Director of Instruction- Member
- (iv) All Deans of the Colleges of the University - Members
- (v) Six nominees of the State Governments not below the rank of Directors one each from the six states of NEH Region.
- (vi) All Co-ordinators of the Research Teams of the University - Members
- (vii) Two eminent Agricultural Scientists to be nominated by the Vice-Chancellor for three years - Members
- (viii) Director of Research - Member Secretary

(2) The Research Council shall meet at least once in a year.

(3) One third member of the Research Council shall form a quorum for the meeting of the Research Council.

(4) If a vacancy occurs due to resignation or otherwise the same shall be filled up for the remaining period.

Constitution and Function of the Extension Education Council

45 (1) There shall be an Extension Education Council of the University to exercise general supervision over the Extension Education policies and programmes of the University in the area of Agricultural and allied disciplines. The Extension Education Council shall consist of the following members:

- (i) The Vice-Chancellor - Chairman
- (ii) Director of Research - Member
- (iii) Director of Instruction- Member

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- (iv) *All Deans of the Colleges of the University - Members*
- (v) *Six nominees of the State Governments of NEH Region not below the rank of Directors - Members*
- (vi) *Six farmers representatives from the States of NEH Region and one woman Social Worker to be nominated by the Vice-Chancellor for term of three years - Members*
- (vii) *Two eminent Scientists from outside the University to be nominated by the Vice-Chancellor for two years - Members*
- (viii) *Director of Extension Education - Member Secretary*

(2) *The Extension Education Council shall meet at least once in a year.*

(3) *One third members of the Extension Education Council shall form a quorum for the meeting of the Extension Education Council.*

46(1) *All regular employees of Central Agricultural University shall be governed by the provisions of "Central Civil Services (Pension) Rules 1972" and "General Provident Fund (Central Services) Rules 1960", in respect of grant of Pension and Gratuity and G.P. Fund.*

(2) *Any change incorporated by Government of India in "Central Services (Pension) Rules 1972" and "General Provident Fund (Central Services) Rules 1960", shall also be applicable to employees of Central Agricultural University.*

(3) *In respect of commutation of Pension, the provisions of "Central Civil Services (commutation of Pension) Rules, 1981" shall apply.*

(4) *The Vice-Chancellor, Central Agricultural University shall remain (1) Pension Sanctioning Authority and (2) Pension Authorization Authority.*

(5) *Pension Payment shall be centralized and controlled by Comptroller's Office.*

*N. Brajendra Singh*