

Extract from the Rules of the University

5. Academic Council

The Academic Council shall be the principal academic body of the Institution and shall, subject to the provision of the Rules, have the control over, and be responsible for the maintenance of standards of teaching, research and training, approval of syllabus, coordination of research activities, examinations and tests conducted by the Institution; and shall exercise such powers and perform such other duties and functions as may be prescribed or conferred upon it by the Rules of the Institution.

A. Composition of the Academic Council¹

- i. Vice Chancellor—Chairperson
- ii. Pro-Vice Chancellor
- iii. Deans of Faculties
- iv. Heads of the Departments
- v. Ten Professors other than the Heads of the Departments by rotation based on inter-se seniority
- vi. Two Associate Professors from the Departments, other than the Heads of the Departments, by rotation based on inter-se seniority
- vii. Two Assistant Professors from the Departments by rotation based on inter-se seniority
- viii. Three persons from amongst educationists of repute or persons from any other field related to the activities of the Institution who are not in the service of the Institution, nominated by the Vice Chancellor
- ix. Three persons who are not teachers, co-opted by the Academic Council for their specialized knowledge
- x. The Registrar, who shall be ex officio Secretary of the Academic Council Provided that the representations of different categories shall be only by rotation according to inter-se seniority and all such nominations of teachers as well as non-teachers shall be only with the approval of the Vice Chancellor and at his discretion. Provided further that the Controller of Examinations shall be a permanent invitee to the Council.

B. Tenure of the members of the Academic Council

- i. The term of members other than that of ex-officio members shall be two years
- ii. Re-nominations of Teachers shall be only by rotation in such manner that no particular discipline dominates the membership of the Council.
- iii. Re-nomination of external and co-opted members (if any) shall be at the discretion of the Vice Chancellor.

C. Powers and Functions of the Academic Council

The Academic Council shall have the following powers and duties:

- i. To consider matters of academic interest either on its own initiative or at the instance of the Board of Management or those proposed by the departments/faculties and to take appropriate action thereon
- ii. To exercise general supervision over all academic work of the Institution and to give direction regarding methods of instruction, evaluation and improvements in academic standards
- iii. To promote research within the Institution and to acquire reports on such researches from time to time
- iv. To approve and recommend to the Board of Management new programmes of study leading to degrees, diplomas and certificates of the Institution and to prescribe courses of study

leading to such awards.

- v. To ensure and oversee for the conduct of examinations in conformity with the Bylaws and to consider, approve or recommend any changes in the examination schemes, rules and regulations on the proposal of the Boards of Studies or otherwise
- vi. To confirm appointment of examiners, moderators, tabulators and such other personnel for different examinations, as may be recommended by the Board of Studies.
- vii. To maintain proper standards of the examinations
- viii. To recognize diplomas and degrees of Universities and other institutions and to determine equivalence with the diplomas and degrees of the Institution.
- ix. To suggest measures for departmental coordination and to advise Boards of Studies x. To make recommendations to the Board of Management on:
 - a. Measures for improvement of standards of teaching, research, and training;
 - b. Institution of Fellowship, Travelling Fellowships, Scholarships, Medals, Prizes etc.
 - c. The establishment or abolition of departments/centres and
 - d. To frame Rules covering the academic functioning of the Institution, admissions, examinations, the award of fellowships and studentships, freeships, concessions, attendance, discipline, residence, sports and extracurricular activities
- xi. To scrutinize and approve the proposals with or without modification of the Board of Studies with regard to courses of study, academic regulations, curricula, syllabi and modifications thereof, instructional and evaluation, arrangements, methods, procedures relevant thereto etc, provided that where the Academic Council differs on any proposal, it will have the right to return the matter for reconsideration to the Board of Studies concerned or reject it after giving reasons to do so.
- xii. To consider and approve the recommendation of the Board of Studies to recognise by Credit Transfer for the Courses/Programmes done in other approved Institutions in accordance with the prescribed guidelines.
- xiii. To appoint sub-committees to advise on such specific matters as may be referred to it by the Board of Management.
- xiv. To consider the recommendations of the sub-committees and to take such action as the circumstances on each case may require, including making recommendation to the Board of Management
- xv. To take periodical review of the activities of the Departments/Centres and to take appropriate action with a view to maintaining and improving the standards of instruction/functions, including making of recommendation to the Board of Management
- xvi. To recommend the institution of teaching posts, such as Professors, Associate Professors, Assistant Professors or such other positions, as may be proposed by the Staff Selection Committee or otherwise, to the Board of Management
- xvii. To exercise such other powers and to perform such other duties as may be conferred or imposed upon it by the Rules.

D. Meeting of the Academic Council

- i. The Academic Council shall meet as often as may be necessary but not less than three times during an academic year. Not less than 15 days' notice being given before every meeting of the Academic Council.
- ii. One-third of the total members of the Academic Council shall constitute the quorum for a meeting of the Council.
- iii. Each member, including its Chairperson, shall have one vote and decisions at the meetings of the Academic Council shall be taken by a simple majority and in case of a tie, the Chairperson shall have a casting vote.
- iv. Any business which it may be necessary for the Academic Council to perform except such as may be placed before its meeting, may be carried out by circulation of the resolution among all its members and the resolution so circulated and approved by a simple majority shall be

effective and binding as if such resolution had been passed in the meeting of the Academic Council, provided that at least one half of the total number of the members of the Academic Council have recorded their views on the resolution.