



(Established under IIHMR University Ordinance 2013 issued by the Government of Rajasthan)

# **STATUTES OF THE IIHMR UNIVERSITY**

(Approved by the Board of Management on July 28, 2014)

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## Government of Rajasthan

F3 ( ) Edu-4/2014

Jaipur, dated

### NOTIFICATION

In exercise of powers conferred by Sub-section (3) and (4) of section 29 of the IIHMR University, Jaipur Act, 2014 (Act No./4 of 2014), the Government of Rajasthan hereby approves the following Statutes of the IIHMR University, Jaipur and publish the finally approved Statutes as required by sub-section (5) of section 29 of the said Act namely:-

#### STATUTES OF THE IIHMR UNIVERSITY, JAIPUR

In exercise of powers conferred by sub-section (1) and (2) of section 29 of the IIHMR UNIVERSITY, JAIPUR Act, 2014 (Act No. 4 of 2014) the Board of Management of the IIHMR University, Jaipur hereby makes the following Statutes, namely:

#### 1. PRELIMINARY

##### 1.1.1 Short-title and Commencement:

- (a) These Statutes may be called Statutes of The IIHMR University, Jaipur, 2014.
- (b) They shall come into force from the date of their publication in the Official Gazette by the State Government.

##### 1.2 Definitions:

In these Statutes unless the context otherwise requires:

- (a) "Act" means the IIHMR University, Jaipur Act, 2014 Act. No. 4 of 2014, and

- (b) "authorities of the University" means authorities specified in section 21 of the Ordinance and such other authorities as may be declared by the Statutes to be authorities of the University;

## **2. AUTHORITIES OF THE UNIVERSITY:**

2.1 Constitution, Powers and Functions of the Authorities of the University. The following would be authorities of the University:

- (i) the Board of Management;
- (ii) the Academic Council;
- (iii) the Faculties; and
- (iv) such other Authorities as may be declared by the Statutes to be Authorities of the University.

## **3. CONSTITUTION, POWERS AND FUNCTIONS OF THE AUTHORITIES:**

### **THE BOARD OF MANAGEMENT**

#### **Constitution, Powers and Functions of the Board of Management:**

3.1. The Board of Management shall consist of the following members, namely:

- (a) the Chairperson;
- (b) the President;
- (c) five persons nominated by the Sponsoring Body out of whom two shall be eminent educationists or specialists in the disciplines specified in Schedule II;
- (d) one expert of management or Information Technology from outside the University, nominated by the Chairperson;
- (e) one expert of finance, nominated by the Chairperson;

- (f) Commissioner/Director, College Education or his nominee not below the rank of Deputy Secretary;
- (g) two teachers of the University nominated by the President.

Registrar shall be the Member Secretary of the Board of Management

3.2. The Board of Management shall be the principal executive body of the University.

It shall have the following powers and functions:

- (a) to exercise powers of general superintendence, to issue directions and to oversee the functioning of the university by using all such powers as are given by the Act or the Statutes, Ordinances, Regulations or Rules made there under;
- (b) to review the decisions of other authorities of the University in case they are not in conformity with the provisions of the Act or the Statutes, Ordinances, Regulations or Rules made there under;
- (c) to approve the budget and annual report of the University;
- (d) to lay down the policies including Personnel Policy and Financial Policy, to be followed by the University;
- (e) to recommend to the Sponsoring Body about the voluntary liquidation of the University, if a situation arises when smooth functioning of the University does not remain possible, in spite of all efforts;
- (f) to invest money in approved funds or securities or in banks or other financial institutions or in the purchase of assets and properties complying with the provisions of Income Tax Act;
- (g) to receive or transfer any property on behalf of the University;
- (h) to accept, on behalf of the university, donations, bequests, or gifts of movable or immovable nature;

- (i) to exercise all the powers of the University not otherwise provided for by the Statutes, Ordinances and the Regulations of the University for the fulfillment of the objectives of the University;
- (j) to take/ authorize all measures necessary to protect and defend the interests of the University in any legal or other proceedings by or with third parties;
- (k) to lay down the tenure of membership of members in each category referred to in clauses (c), (d), (e) and (g) of sub-section (1) of section 22 of the Act;  
These members shall have the tenure of three years from the date of their nomination. However, the persons so nominated shall be eligible for re-nomination for further terms;
- (l) to approve constitution of functional committees/bodies/ authorities as appointed by the Chairperson / President/ as may be considered necessary from time to time to achieve the objectives of the University;
- (m) to approve policy about remuneration or allowances payable to any writer, counselor, examiner, invigilator or any other person;
- (n) to delegate any of its powers to any officer or authority of the University;
- (o) to establish norms relating to consultancy undertaken by the faculty of the University its teaching faculty or research staff ;
- (p) to approve the establishment of Centers of the University, or programmes of study of the University subject to relevant laws;
- (q) To establish and administer the distance education programme for the State of Rajasthan as per relevant laws.
- (r) to perform all such acts and to undertake all such measures as are considered necessary and feasible to enable the University to exercise its powers and perform its functions, pursuant to section 5 of the Act and in furtherance of the objectives of the University as

embodied in the Preamble to the Act, as the Board may deem appropriate;

- (s) to approve appointment of auditors to audit accounts of the University and to approve audited accounts of the University.

3.3 The Board of Management shall meet at least thrice in a calendar year.

3.4 The quorum for meeting of the Board of Management shall be five members.

#### **4. ACADEMIC COUNCIL:**

##### **Constitution, Powers and Functions of the Academic Council**

4.1 The Academic Council shall consist of the following members, namely:

- (i) President (Chairperson).
- (ii) Pro-President.
- (iii) Eight eminent educationists/ professionals drawn from academia and industry co-opted by the President from outside the University in consultation with the Chairperson.
- (iv) Director/Dean/Associate Dean of the Schools.
- (v) Two faculty members to be nominated by the President.
- (vi) Controller of Examination(s) as ex officio member(s).
- (vii) Registrar of the University shall be the Member-Secretary.

4.2 The Academic Council shall be the principal academic body of the University and shall, subject to the provisions of the Act and the Rules, Regulations, Statutes or Ordinances, made there under, co-ordinate and exercise general supervision over the academic policies of the University. In particular, it shall have the powers:

- (a) to develop and approve courses and syllabi of various full-time academic courses as per Schedule II of the Act. The Academic Council shall be responsible for developing new courses keeping in view, the academic needs and advances in the disciplines mentioned in Schedule II of the Act;
- (b) to lay down procedures and qualifications for admission of the students to the University and their enrolment as such;
- (c) to decide on all matters regarding to the award of degrees, diplomas, certificates and other academic distinctions and to prescribe the minimum qualifications relating to the granting of the same;
- (d) to decide on conduct of examinations including the terms of relevant offices and manner of appointment and the duties of examining bodies, examiners and moderators;
- (e) to lay down modalities of cooperation and coordination with other Universities and institutions of higher education, national as well as international in the area of courses of study, research, consultancy, award of degrees/diplomas, exchange program of students/teachers and placement of students;
- (f) to advise on and review research work the academic policies and programmes of the University;
- (g) to consider important matters of academic nature on a reference from Faculty of Studies or referred to it by the President or the Board of Management and to take appropriate action thereon;
- (h) to advise the University taking of such action(s) as is required for bringing about improvement in the academic standards of the University;
- (i) to develop Regulations for academic functioning, discipline, admission, fellowship, committees and other ancillary matters;
- (j) to perform such other tasks or activities as may be prescribed by the Statutes or directed by the Board of Management;

- (k) the term of office of nominated members shall be two years. One-third of the Members of the Academic Council will retire every two years, and new Members will be nominated;
- (l) the quorum shall be one third members of the Council;
- (m) the Academic Council shall meet at least twice in a year.

## **5. APPOINTMENT, TERMS AND CONDITIONS OF SERVICE, POWERS, AND FUNCTIONS OF OFFICERS OF THE UNIVERSITY**

### **5.1 CHAIRPERSON**

5.1.1 The Chairperson of the University shall be appointed in accordance with the provisions of section 12 of the Act by the Sponsoring Body with the consent of the Government for a period of five years from the date on which he enters upon his office:

Provided that the Chairperson shall notwithstanding the expiration of his term continue to hold office until his successor enters upon the office of Chairperson:

- (a) any vacancy in the office of Chairperson shall be filled within six months from the date of such vacancy. The Chairperson will continue to hold office until the new Chairperson enters upon the office;
- (b) he/she would exercise all such powers and perform all such functions and duties as are vested in him by virtue of the Act Statutes, Rules, Regulations, and Ordinances of the University.

5.1.2 The Chairperson shall perform his duties in an honorary capacity.

5.1.3 The Chairperson shall have the following powers and functions, namely:

- (a) he/she shall preside over the meetings of the Board of Management and also at the Convocation of the University for conferring degrees and diplomas or other academic distinctions;



- (b) he/she shall exercise all such powers and functions as are prescribed in the Act or the Statutes including those which may be inherent in him by virtue of his being the Head of the University;
- (c) and such other powers and functions as may be assigned to him by the Board of Management, from time to time.

5.1.4 When any exigency arises and the Chairperson is of the opinion that it is not possible or convenient under the circumstances, to convene a meeting of the Board of Management at a short notice, he may take any appropriate decision or action as he may deem fit and necessary in the best interests of the University, and submit it to an emergency meeting of the Board of Management for ratification within two months.

5.1.5 In pursuance of any decisions or actions specified in clause 5.1.4 above for purposes of immediate implementation thereof, the Chairperson shall have full powers to issue any order or instruction to all or any of the authorities, officers, faculty members, other academic staff, other employees, ministerial staff, *and/or* students of the University and they will be bound to comply with such order or instruction forthwith. The Chairperson may, at any time, amend or revoke any order or instructions issued by him provided that such amendment or revocation of order or instructions shall not affect the continuance of proceedings initiated against any persons during the interim period.

5.1.6 The Chairperson shall convene an emergency meeting of the Board of Management within two months of the issuance of an order under clause (5.1.4) above and submit a detailed report on the situation.

5.1.7 The Chairperson shall furnish to the Board of Management such further information as the Board may call at any time.

5.1.8 Upon ratification by the Board of Management, any or all the actions or decisions taken by the Chairperson in exercise of his/her powers under clauses 5.1.4 and 5.1.5 above, shall not be invalid merely for being inconsistent with any of these Statutes, Ordinances and/or Regulations made hereunder, or for want of consultation approval/ratification of any Authorities of the University.

- 5.1.9 The Chairperson shall be the Head of the University and would advise the President and other Authorities of the Universities.
- 5.1.10 The Chairperson may call for any information or record of the University in connection with the affairs of the University.
- 5.1.11 Chairperson shall appoint the President of the University. He shall have the power to remove the President in accordance with the provision of subsection (8) of section 13 of the Act etc.
- 5.1.12 Chairperson shall appoint the Pro-President and Registrar in consultation with the President of the University.
- 5.1.13 Chairperson shall perform all such acts as are considered necessary in the overall interest of the University.
- 5.1.14 Chairperson shall have no personal liability for acts performed in good faith in discharge of the duties as Chairperson.
- 5.1.15 Where the Office of the Chairperson falls vacant by reason of death, resignation or any other ground or the Chairperson is unable to perform his duties due to sickness or any other causes, the President shall perform duties of the Chairperson.

## **5.2 PRESIDENT:**

- 5.2.1 The President shall be a whole time officer of the University and shall be appointed by the Chairperson from a panel of three persons recommended by the Board of Management. He shall hold office for a term of three years from the date on which he enters upon his office:

Provided that, upon expiry of the term of three years, he shall be eligible for re-appointment for another term of three years with the approval of Board of Management:

Provided further that a President shall notwithstanding the expiration of his term, shall continue to hold office with the consent of Chairperson until

his successor enters upon the office. Else the Chairperson may ask the Pro-President to take over the charge of the President in the interim;

Where the office of the President falls vacant by reason of death, resignation or any other ground or the President is unable to perform his duties due to sickness or any other cause, the Pro President/senior most Professor/authorized person s decided by the Chairperson shall perform such duties.

- 5.2.2 Any vacancy in the office of the President shall be filled within six months from the date of such vacancy.
- 5.2.3 The President shall be the principal executive and academic officer of the University and shall exercise general superintendence and control over the affairs of the university and shall execute all decisions of the Board of Management, Academic Council and Chairperson of the University.
- 5.2.4 The President will be the Reporting Authority for Pro-President, Registrar, Chief Finance & Accounts Officer and Directors of the IIHMR University.
- 5.2.5 The President shall preside at the convocation of the University in the absence of the Chairperson.
- 5.2.6 If in the opinion of the President, it becomes necessary to take immediate action on any matter for which powers are conferred on any authority other than Chairperson and Board of Management by or under the Act, Statutes or Ordinance, he may take such action as he deems necessary and shall thereafter report his action at the earliest opportunity to such officer or authority as would have in the ordinary course dealt with the matter.
- 5.2.7 The President 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 or Body.
- 5.2.8 It shall be the duty of the President to see that the provision of the Act, the Statutes, Regulations and Rules are duly observed. He shall have all the powers necessary to ensure such observance:

Provided that if in the opinion of the concerned officer of the Authority such action should not have been taken by the President, then such a

matter may be referred by the concerning officer to the Chairperson, whose decision thereon shall be final.

Provided further that where any such action taken by the President affects any person in the services of the university, such person shall be entitled to prefer within one month from the date on which such action is communicated to him, an appeal to the Chairperson. The Chairperson may confirm or modify or reverse the action taken by the President after a discussion with the parties involved.

5.2.9 If in the opinion of the President, any decision of any authority of the University other than Chairperson and Board of Management is outside the powers conferred by the Act or Statutes, Ordinance, Regulations or Rules made there under or is likely to be prejudicial to the interest of the University, he shall direct the concerned authority to revise its decision within fifteen days from the date of its decisions, and in case the Authority refuses-or-fails-to revise such decision, then such matter shall be referred to the Chairperson and his decision thereon shall be final.

5.2.10 The President shall exercise such other powers and perform such other duties as may be prescribed by the Statues or the Ordinance.

5.2.11 President shall monitor the affairs of the University and make reports to the Chairperson with his recommendation to improve academic standard and research and to give effect to the decisions made by any Authority of the University.

5.2.12 Subject to the approval of Chairperson of the University the President shall have the authority to enter in to collaboration agreements with other universities, including foreign universities, and/or educational institutions to augment the activities of the University, including (without limitation) programmes of exchange of students and teachers, sharing of credits, and holding of joint workshops and programmes of joint research, facilitation of access to each other's facilities and to institute double/triple/jointly- organized academic degrees under such agreements as per the standards recognized by the regulatory bodies in India and other countries. Wherever necessary the matter would be considered by the Academic Council and advice given. The Board of Management shall be informed of such collaborations subsequently. The matter would be reviewed if the Board directs the Chairperson to do so.

5.2.13 The President shall be the controlling authority of the constituent, institutions, schools and study centers of the University.

5.2.14 President shall convene the meeting of the Board of Management, Academic Council, and Committees.

5.2.15 He/she shall perform following duties in general consultation with the Chairperson as and when deemed necessary:

- (a) to exercise necessary authority to maintain discipline among the students in the University or to delegate such power to any Authority of the University;
- (b) to grant leave to the officers of the university and to make necessary arrangements for discharge of work during the period of such leave;
- (c) to grant leave to Pro-president, Director, Registrar, Chief Finance & Accounts Officer and other officers and employees of the University directly reporting to him;
- (d) to appoint course writers, script writers, counselors, programmers, artists and other as considered necessary;
- (e) to take disciplinary action against a faculty member or an employee or to authorize an officer to take such action;
- (f) to arrange for establishing or maintaining of Campus and study centres as deemed necessary from time to time with the prior approval of Chairperson.
- (g) to manage and administer the finances, revenues, assets and properties of the University;
- (h) to constitute Board of Studies for each Faculty of Studies keeping in view of the academic requirements;
- (i) to supervise and give direction in the matters of teaching, examination, evaluation and research work;

- (j) to supervise all administrative activities of the University;
- (k) to create any post of teaching or of any other academic and non-academic nature with the prior approval of the Chairperson;
- (l) to determine the terms and conditions of services of the teachers and other members of the academic staff as per Statutes and Ordinances of the University;
- (m) to specify the qualifications and the functions of the faculty members and other members of the academic staff as per the Regulations, Ordinances and Statutes of the University;
- (n) to appoint faculty members and other members of the academic staff with the approval of the Chairperson;
- (o) to specify the manner of temporary appointment of faculty members and other members of the academic staff and approve such appointments with the prior approval of the Chairperson;
- (p) to regulate and approve the appointment of Visiting Professors, Emeritus Professors, Fellows, Artists and Writers and to determine the terms and condition of their appointments with the approval of the Chairperson;
- (q) to approve creation of administrative, ministerial or other posts of supporting staff and to specify the manner of appointments to such posts prior approval of the Chairperson would be necessary for creating new posts;
- (r) to enter into, comply with, vary, enforce, or cancel contracts.

5.2.16 The Emoluments and other conditions of services of the President shall be as decided by the Chairperson keeping in view the policies of the University.

## **PRO-PRESIDENT**

- 5.3.1 The Pro-President shall be appointed by the Chairperson in consultation with the President either on a full-time or part-time basis.
- 5.3.2 The Pro-President shall hold office for a period of three years and shall be eligible for re-appointment for a second term as decided by the Chairperson in consultation with the President.
- 5.3.3 Where the Pro-President has to perform the function of the President under clause (3) of the section of the Act, he shall, notwithstanding anything contained in Statutes continue in office until a new President assumes office or the existing President resumes duties.
- 5.3.4 The Pro-President shall be entitled to receive salary and /or allowance (s) as decided by the University policy.
- 5.3.5 The Pro-President may receive such terminal benefits also as are granted by the Board of Management, from time to time.
- 5.3.6 The Pro-President may subscribe to the contributory provident fund of the University during his term of office.
- 5.3.7 The Pro -President shall assist President in such matters as are assigned to him by the President, from time to time and shall exercise such powers and perform such functions as are delegated to him by the President.
- 5.3.8 To perform such other functions as may be assigned to him by the Board of Management, Chairman or the President.

#### **5.4. PROVOST AND PROCTOR:**

##### **5.4.1 PROVOST:**

- 5.4.1.1 The Provost shall be appointed as part-time or full-time by the President in consultation with Chairperson for a term of two years. The person to be appointed as Provost shall be in the rank of professor or associate professor in any department of the University.
- 5.4.1.2 The Provost shall be eligible for reappointment for subsequent terms as decided by the President in consultation with the Chairperson.

5.4.1.3 The Provost shall be responsible for the maintenance of discipline among the faculty members (other staff is with the Registrar) of the University and for processing cases of indiscipline in accordance with the policies and practices of the University.

5.4.1.4 The Provost shall supervise the accommodation and other amenities for the staff of the university.

5.4.1.5 The Provost shall be entitled to receive the salary and /or allowance (s) as decided by the Chairperson according to the University policy.

## **5.4.2 PROCTOR**

5.4.2.1 The Proctor shall be appointed as part-time or full-time by the President in consultation with Chairperson for a term of two years. The person to be appointed as Proctor must be a professor or associate professor in any department of the University.

5.4.2.2 The Proctor shall be eligible for reappointment for subsequent terms as decided by the President in consultation with Chairperson.

5.4.2.3 The Proctor shall be responsible for welfare of students and maintenance of discipline among them in the campus of the University and for processing cases of indiscipline against them in accordance with the policies and practices of the University.

5.4.2.4 The Proctor shall manage residential accommodations for students.

5.4.2.5 He shall be responsible for proper functioning of hostel, mess, cafeteria and other amenities for the students.

5.4.2.6 The Proctor shall be entitled to receive the salary and/or allowance(s) as decided by the Chairperson according to the University policy.

## **6. DIRECTOR/DEAN/ASSOCIATE DEAN**

6.1 The Director/Dean/Associate Dean of an Institute, School, of the University would head the respective institution, subject to general



supervision, control and direction of the Chairperson and the President, who would exercise all powers and discharge all such functions as necessary for proper functioning and development of the unit.

- 6.2 The Director/Dean/Associate Dean shall be appointed by the President in consultation with the Chairperson for a period of three years or as decided by the Board of Management. The person to be appointed Director/Dean/Associate Dean shall be of the rank of Professor or Associate Professor in the Faculty concerned with relevant experiences.
- 6.3 The Director/Dean/Associate of each Faculty shall be the Head of the Faculty and shall convene meetings of the Faculty, as and when required and shall preside over the same, he shall formulate the policies and development programme of the Faculty and present the same to the Director/Dean/Associate Dean or the President if there is no Director/Dean/Associate Dean or other appropriate authorities for further consideration.
- 6.4 The Director/Dean/Associate Dean shall be responsible for the conduct of teaching, research and extension work of the departments comprised in the Faculty and for that purpose shall pass such orders as might be necessary in consultation with the head of the department concerned.
- 6.5 Director/Dean/Associate Dean shall supervise the registration and progress of the students in the concerned faculty.
- 6.6 Director/Dean/Associate Dean shall prepare the budget of the Faculty in consultation with the President.
- 6.7 Director/Dean/Associate Dean shall get such allowances as may be decided by President with the approval of the Chairperson.

## **7. REGISTRAR:**

- 7.1 The Registrar shall be appointed by the Chairperson in consultation with the President.
- 7.2 The Registrar shall be a whole-time officer of the University.

- 7.3 The salary, allowance and other conditions of services of the Registrar shall be such as may be decided by the Chairperson in consultation with the President as per the personnel policy of the University.
- 7.4 The Registrar shall have power to take disciplinary action against employees of the University other than teachers.
- 7.5 An appeal against the, order made under clause (8.4) above may be filed to an officer especially empowered in this behalf by the Board of Management.
- 7.6 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 President who, may after considering the report, impose any penalty.
- 7.7 The Registrar shall exercise the powers and perform the functions as under:
- 7.7.1 to act as the Secretary to the Board of Management and Member Secretary of the Academic Council;
- 7.7.2 to act as the custodian of the records of the University;
- 7.7.3 to prepare and maintain the minutes of the meetings of the Board of Management, the Academic Council and the Committees constituted to the University, from time to time;
- 7.7.4 to deal with the correspondence of the Board of Management, the Academic Council and the Committees;
- 7.7.5 to sign all service contracts in consultation with the President. All documents and records shall be authenticated by the Registrar on behalf of the University;
- 7.7.6 to sue and to get sued on behalf of the University and to launch, pursue or defend legal proceedings in any court or the tribunal or any other legal body involving the University. He shall be the officer in whose name, the

University could be sued. He shall sign and authenticate all legal and other documents and agreements on behalf of the University;

7.7.7 to perform such other functions as may be assigned to him by the Chairperson and the President.

7.7.8 the work of Registrar, if his office falls vacant due to resignation or by reasons of ill health, absence or due to any other reason he is unable to perform his functions, may be performed by such person whom the Chairperson may appoint or entrust the work.

## **8. CHIEF FINANCE & ACCOUNTS OFFICER:**

8.1 The Chief Finance and Accounts Officers of the University shall be appointed by the President in consultation with the Chairperson.

8.2 The Chief Finance and Accounts Officer shall be a whole time Officer and shall work under the overall control and supervision of the President and the Chairperson.

8.3 The salary, allowance and other conditions of services of the Chief Finance & Accounts Officer shall be such as may be decided by the Chairperson in consultation with the President, as per the personnel policy of the University.

8.4 The work of Chief Finance and Accounts Officer in the event of his office falls 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 Chairperson may appoint or entrust the work.

8.5 The Chief Finance and Accounts Officer shall exercise the powers and perform the functions as under:

8.5.1 to exercise general supervision over the funds of the University;

8.5.2 to advise the University management regarding its financial policies;

- 8.5.3 to manage a register of the assets and properties of the University and the investments and trust made or created by it and to verify entries, from time to time;
- 8.5.4 to ensure that expenditures are made within the limit fixed by the Finance Committee or the budget and for the purpose for which money is allotted or granted;
- 8.5.5 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;
- 8.5.6 to keep watch on the cash and bank accounts and balances;
- 8.5.7 to supervise collection of revenue and to advise on the methods of such collection;
- 8.5.8 to ensure that the registers of properties of the University are properly maintained and that stock of equipments and other material in the offices of the University, are duly checked;
- 8.5.9 to bring to the notice of the President any unauthorized expenditure or financial irregularity and suggest action against the person concerned;
- 8.5.10 to call for any information or report necessary for his work from any office of the University;
- 8.5.11 to get the audit of the accounts from approved auditor and to submit audited report of the accounts and Balance sheet of the University to the Finance Committee and the Board of Management. He shall also be responsible for ensuring compliance of the audit reports;
- 8.5.12 to perform such other financial functions as may be assigned to him by the President and Chairperson.

## **9. APPOINTMENT OF OTHER OFFICERS AND FACULTY MEMBERS AND THEIR POWERS AND FUNCTIONS**

- 9.1 All faculty members shall be appointed on the basis of recommendation of a Selection Committee constituted by the Chairperson in consultation

with the President. The appointments shall be made with the approval of Chairperson. They shall be governed by the terms and conditions of service and the Code of Conduct as may be specified by the Board of Management from time to time. All other staff of the University like Research Officer, Non-Academic person would be appointed by the President as per sanctioned posts.

9.2 A faculty member can be temporarily appointed on contract basis.

9.3 The existing faculty and staff members appointed by the Sponsoring Body of the University prior to the enactment of the Act and continuing with the University shall continue to be governed by the Rules and Regulations of Sponsoring Body till such time a separate Rules and regulations are made for them by the University in due course of time. However, the basic and grade pay of the faculty and such staff shall not be less than that provided under University Grant Commission pay scales for such categories of employees.

## **10. GENERAL**

10.1 The Chairperson /Board of Management of the University, President, Director/ Dean /Associate Dean may appoint as many committees as it may deem necessary and specify their composition, powers and functions. The Registrar would be informed of formation of all such committees by the authorities.

10.2 A Committee may deal with a matter assigned to it and the action taken by the Committee shall be final subject to approval of the appointing authority constituting the committee.

## **11. SPECIAL MODE OF APPOINTMENT:**

11.1 The Chairperson shall have power to invite and appoint a person of high academic distinction and professional attainments to be specially designated Professor or other equivalent post in the University for a fixed period on such terms and condition as may be deemed necessary.

11.2 The Chairperson may also appoint on deputation for a fixed tenure or otherwise, a person working as a teacher or in the academic staff in other Universities or Organizations, for teaching or undertaking a project or any other work on such terms and conditions as may be determined by the Board of Management.

## **12. MAINTENANCE OF DISCIPLINE:**

12.1 The overall discipline in the university shall be maintained by the President. He or any other Officer nominated by him shall take such disciplinary action as may be necessary against the person concerned.

12.2 A student may be expelled from the University or rusticated for any period or punished with a fine or debarred from taking any examination conducted by the University for one or more years under the direction of the President.

12.3 The result of any student may be withheld or cancelled under the direction of the President citing reasons. The student shall have the power to appeal to the Chairperson whose decision shall be final.

## **13. ARBITRATION**

In case of any dispute/difference/claim and/or grievance in connection with any matter regarding functioning of the University or with regard to interpretation of any provision of Statutes/Ordinance/Rules and regulations of the university, amongst students/any member of academic staff /other staff/any outside person or authority having any dealing with the university and in which the University is one of the concerned parties, the same shall be referred to a sole arbitrator to be appointed by the Chairperson. Arbitrator shall be other than an employee of the university and his decision shall be final and binding upon the parties. No person/Authority shall have a right to take any matter to a civil court/any other Tribunal without first resorting to arbitration. Provisions of Indian Arbitration and conciliation Act 1996 shall be applicable to arbitration.

## **14. THE CONFERMENT OF HONORARY DEGREES**

The University may bestow honorary degrees on very eminent persons in the fields of University domain who merit special recognition for their outstanding achievement and distinction in a specific field. All such

proposals for the conferment of honorary degrees shall be initiated by the President who after consultation with the Academic Council and approval of the Board of Management shall submit the same to the Chairperson for confirmation.

**15. THE EXEMPTION OF STUDENT(S) FOR PAYMENT OF TUITION FEE AND AWARD OF SCHOLARSHIPS AND FELLOWSHIPS**

The Academic Council may recommend to the Chairperson for exemption of tuition fee in part or otherwise to talented students suffering from physical and economic disability.

The Academic Council may also recommend to the Chairperson to institute the award of Scholarships and Fellowships carrying such remuneration as may be fixed by the Chairperson.

**16. THE POLICY OF ADMISSIONS INCLUDING REGULATIONS OF RESERVATION OF SEATS**

Admission in the University shall be open to all Indian citizens, Non Resident Indians, and Foreigners. The admissions shall be made on merit judged by performance in qualifying examinations, achievements in games, sports and extra – curricular activities and personal interview.

Reservation in admission to the University for Scheduled Castes, Scheduled Tribes, Backward Classes, Special Backward Classes, Women and handicapped persons shall be provided as per the policy of the State Government.

**17. TUITION FEE FOR ACADEMIC COURSES**

The Board of Management may decide and revise the fee structure of different courses of the study and programmes from time to time on the basis of recommendations of the Fee Fixation Committee to be set up by the Chairperson.

**18. NUMBER OF SEATS IN ACADEMIC COURSES**

The Board of Management may decide from time to time about number of seats for admission to various academic courses in consultation with the President and Academic Council.

**19. CREATION OF NEW AUTHORITIES AND APPOINTMENT OF OTHER OFFICERS OF THE UNIVERSITY:**

The Board of Management may create new Authorities and appoint other officers from time to time according to the needs of the University. The constitution, composition, powers and functions of these authorities shall be determined by the Board of Management.

**20. FINANCIAL POLICY AND ACCOUNTING PROCEDURES**

Accounting and financial procedures of the University shall be decided by the Board of Management as per needs of the University but keeping in view the objective that the accounts maintained reflect the true and correct financial position of the University and are transparent.

**21. CREATION OF NEW FACULTIES AND ABOLITION OR RESTRUCTURING EXISTING FACULTY**

The President, after consultation with Academic Council may create new faculties for studies and may abolish or restructure the existing faculties keeping in view the emerging needs and existing realities.

**22. INSTITUTION OF MEDALS AND PRIZES**

1. The medals/ cash prizes for excellence in academic, extra-curricular and co – curricular Activities of a student in the class and for a teacher/ employee of the University may be instituted by the Board of Management on the recommendation of the Academic Council.
2. Any private person, Trust or agency can propose to institute a medal/case prize for a particular programme/course. The proposal shall be considered by Board of Studies/Faculty and finally by Academic Council which can accept or reject the proposal. This recommendation of the Academic Council has to be approved by the Board of Management.



3. Medal and Prizes to students/teachers/employees for their outstanding performance in sports, cultural activities, debates, seminars, etc. may be instituted by the Board of Management on the recommendations of the Academic Council.

### **23. RESIDUARY MATTERS**

The Board of Management may also decide such residuary issues which have not been mentioned in the Statutes subject to their consistency with the provisions of this Act and Rules made there under.

By order of the Board of Management of  
IIHMR University, Jaipur

**(Bajrang Lal Sharma)**  
Registrar

By order of the Governor,

**(Dr. Shayam Agarwal)**  
Additional Chief Secretary, Higher Education