

11. ON THE BOARD OF UNDER-GRADUATE STUDIES

(Section 28 (1) (m) of the A.U. Act, 1989)

* 1. There shall be a Board of Under-Graduate Studies for each subject taught at the degree level.

2. Each Board shall comprise not less than nine members. The Constitution of the Board shall be as follows :

* (i) The Head of the University Department teaching the subject (Chairman, Ex-Officio)

(ii) Professors in the Department

(iii) One Reader in the Department by rotation

(iv) One Lecturer in the Department by rotation

(v) Five teachers from affiliated colleges engaged in teaching the subject concerned nominated by the school of studies ; and

(vi) Two outside experts nominated by the Vice-chancellor on the recommendation of the Head of the Department, of whom atleast one shall ordinarily be a person from the North-Eastern Region.

Provided that where there is no teaching at the University Department for which the Board of Under-Graduate Studies is to be constituted, the constitution will be as follows :

(i) Three persons not below the rank of Readers to be appointed by the Academic Council, one of whom shall be appointed as Chairman by the Vice-Chancellor, provided that he should be a member of the Academic Council.

(ii) Five teachers from the affiliated colleges engaged in teaching the subject concerned nominated by the school of studies.

(iii) Two outside experts nominated by the Vice-Chancellor on the recommendation of the Chairman of the schools of studies, of whom one should ordinarily be a person from the North-Eastern region.

Provided further that for subjects for which there is no teaching at the Post-Graduate level in any University in India, the Vice-Chancellor may nominate a maximum of three persons, who in his opinion, possess the requisite expertise.

3. Members of the Board of Under-Graduate Studies shall hold office for a period of three years or such period as may be fixed at the time of appointment.

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4. The Head of the Post-Graduate Department, where existing, shall be the Chairman of the Board. In his absence the Chairman shall be elected by the members of the Board. The Chairman shall preside over all meetings of the Board, and in his absence at any particular meeting the members present shall elect their own Chairman.

* 5. The power and functions of the Board shall be ;

(a) To recommend to the Academic Council panel of names suitable for appointment as examiners including paper-setters, etc., in the subject with which it deals in accordance with the provisions of regulations about examinations of the University ;

(b) To recommend text books when necessary ;

(c) To consult specialists who are not members of the Board ;

(d) To make recommendation to the Academic Council in regard to the syllabus of the courses of study and examinations in the subjects with which it deals ;

(e) To recommend to the Academic Council measures for improvement of the standard of under-graduate courses and teaching in the subject ; and

(f) To consider and report on any matter referred to it in accordance with the statutes, ordinances and regulations of the University by the Executive Council, the Dean of the school or the Professor and Head of the Post-Graduate Department concerned.

6. (i) Meetings of the Board of Studies shall be convened by the Chairman of the Board.

(ii) Special meetings may be called by the Chairman on his own or on the request of the Dean of the school or at the suggestion of the Vice-Chancellor or on a written request from at least four members of the Board.

(iii) Notice of the meetings of the Board shall be issued by an Administrative officer of the Registrar's office to be nominated by the Vice-Chancellor atleast three weeks before the date fixed for the meetings.

* 7. Four members of the Board shall form a quorum.

8. The rules of conduct of the meeting shall be as may be prescribed by regulations in this regard.

Approved by Govt. of India, Ministry of HRD, Deptt. of Education vide letter No 9-13/94 Desk (U) dt 31.3.95

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12. ON THE BOARD OF POST-GRADUATE STUDIES

(Section 28 (1) (m) of the A.U. Act, 1989)

* 1. The Board of Post-Graduate Studies of each Department shall comprise :

- (i) The Head of the Department ;
- (ii) All Professors of the Department ;
- (iii) Two Readers and two Lecturers of the Department by rotation, on the basis of the seniority ;
- (iv) Three teachers of the concerned department in the affiliated colleges, if any ;
- (v) One teacher each from other departments within the school having common courses with the Department ;
- (vi) Not more than two teachers teaching allied or cognate subjects in other schools nominated by the Vice-Chancellor ; and
- (vii) Not more than three persons nominated by the Board of the School who have specialised knowledge in the discipline of the concerned Department and who are not employees of the University or any of its affiliated or recognised Institutions.

Provided that ordinarily one person each should be from the North-East, the Eastern India and the rest of the country.

2. The term of office of members, other than the Head of the Department and the Professors, shall be three years; however, such members who are also members of the Department can be renominated if the number of teachers in the Department is not large enough for rotation.

3. The Head of the Department shall be the Convener and ex officio Chairman of the Board.

4. The functions of the Board shall be :

- ✓(a) to recommend to the Board of the School courses of studies for the Post-Graduate courses offered by the Department ;
- ✓(b) to recommend to the School Board appointment of examiners for the Post-Graduate courses, other than for research degrees, in accordance with the provisions of Regulations about examinations of the University ;
- ✓(c) to approve subjects for research for various degrees ;

(d) to recommend to the concerned Board of Research Studies through the School Board applications of students as candidates for the Doctorate Degree along with the details of the subjects proposed to be investigated by the applicants ;

(e) to recommend to the concerned Board of Research Studies the name of teachers in the Department to be appointed as supervisors of research ;

(f) to recommend to the Board of the School measures for the improvement of Post-Graduate teaching and research in the Department ; and

(g) to perform such other functions as may be assigned to it by the Board of the School, the Academic Council, the Executive Council and the Vice-Chancellor.

5. The quorum for the meeting of the Board shall be one-third of the total membership of the Board.

6. Notice of the meetings of the Board shall be issued at least 14 days before the date fixed for the meeting.

7. The Chairman of the Board shall keep the Minutes of the meetings of the Board.

8. The rules of conduct of the meeting shall be as may be prescribed by regulations in this regard.

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