

Sant Gadge Baba Amravati University, Amravati
Manual 7

Particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy of implementation at Sant Gadge Baba Amravati University, Amravati
[Section 4(1)(b)(vii)]

Sr. No	Name and address of the Consultative Committees/bodies	Constitution of the committee /body	Role and responsibility	Frequency of meetings
1	The Senate.	As per section 25(2) of the Maharashtra Universities Act, 1994.	As per section 25 (1) The Senate shall be the Principal authority for all financial estimates and budgetary appropriations and for providing social feedback to the University on current and future Academic programmes and Functions and duties, Senate are prescribed by section 26 of the Maharashtra Universities Act, 1994.	As per section 25 (4). The Senate shall meet at least twice a year on the date to be fixed by the Chancellor, One of the meeting shall be annual meeting.
2	The Management Council.	As per section 27(1) of the Maharashtra Universities Act, 1994.	As per section 27 (1) The Management Council shall be the principal executive authority to formulate Statutes and forward the same to the Senate for approval and make Ordinances to administer the affairs of the University and shall carry out all such duties which are not specifically assigned to any other authority and section 28 of the Maharashtra Universities Act, 1994.	As per section 27 (4) The Management Council shall meet at least four meetings in a year. And the rules of procedure for conduct of business to be followed at a meeting including the quorum at the meeting and such other matters in relation to meeting has may be prescribed by the Statute.
3	The Academic Council.	As per section 29(2) of the Maharashtra Universities Act, 1994.	As per section 29 (1) The Academic Council shall be responsible for laying down the academic policies in regard to maintenance and improvement of standards of teaching, research, extension, collaboration programmes in academic matters and evaluation of workload of the teachers and section 30 of the Maharashtra Universities Act, 1994.	As per section 29(4) The Academic Council shall meet not less than twice a year.

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4	The Faculty of 1) Arts. 2) Science 3) Law 4) Medical Science 5) Commerce 6) Education 7) Engineering & Technology 8) Social Science 9) Home-Science	As per section 33(5) of the Maharashtra Universities Act, 1994	As per section 33 (1) The faculties shall be the principal academic co-ordinating authorities of the University in respect of studies and research in relation to the subjects included in the faculty, and also in respect of studies and research in multi-faculties & section 34 of Maharashtra Universities Act, 1994.	As per Direction No. 853, Each faculty may meet ordinarily once a year when convened by the Dean or on requisition of one third of its members
5	The Board of College & University Development	As per section 35(2) of the Maharashtra Universities Act, 1994.	As per section 35 (1) The B.C.U.D. shall be responsible to plan development of the University both physical and academic, and it shall conduct academic audit of the University departments, institutions, colleges and recognised institutions. It shall also plan, monitor, guide and co-ordinate undergraduate and post-graduate academic programme and development of the affiliated colleges.	As per section 35 (4) The B.C.U.D. shall meet at least twice a year.
6	The Board of University Teaching and Rreaserch.	As per section 36 A (2) of the Maharashtra Universities Act, 1994.	As per section 36 A (4) The B.U.T.R. shall be responsible for post-graduate teaching and research in various faculties and subjects and shall ensure standards of research. It shall deal with the work of granting recognition to teachers in affiliated colleges and recognised institutions for post-graduate teaching and guiding research.	As per Direction No. 868 The B.U.T.R. shall ordinarily meet once a year and other times when convened by the Vice-Chancellor
7	The Research and recognition committee.	There shall be R.R.C. for each boards of studies as per section 36 A (5) of the Maharashtra Universities Act, 1994.	The duties of the R.R.C.shall be mentioned as per section 36A(6) of the Mahrashtra Universities Act, 1994.	

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8	The Board of Studies.	There shall be B.O.S. for every subject or group of subjects, as prescribed by the Statutes as per section 37(1) & (2) of the Maharashtra Universities Act, 1994.	The powers and duties of B.O.S. as per mentioned in section 38 of the Maharashtra Universities Act, 1994.	As per Direction No. 855 A meeting of the B.O.S. shall be convened by the Chairman of the Board or in his absence by a person appointed by the Vice-Chancellor, Unless specifically permitted by the Vice-Chancellor not more than 2 meetings shall be held during one academic year.
9	Board of Adult and continuing Education & Extension Services	As per section 39(1) of the Maharashtra Universities Act, 1994.	The board shall prepare an annual programme of its activities and shall review the same periodically. The board shall submit an annual report to the Management Council as per section (3) & (4) of the Maharashtra Universities Act, 1994 respectively.	The board shall meet at least twice a year as per section 39 (2) of Maharashtra Universities Act, 1994
10	The University Students Council.	As per section 40(4) of the Maharashtra Universities Act, 1994.		As per section 40 (4) (c) Every meeting of the University students council shall be presided over by the Vice-Chancellor and shall be attended by such other officer as may be prescribed. The Council shall meet at least once in every three months as per section 40 (7) of the Maharashtra Universities Act, 1994

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11	The Board of Examination	As per section 31(3) of the Maharashtra Universities Act, 1994	<p>As per section 31 (1) (2) & 32 of the Act, The B.O.E. shall be the authority for conducting the examinations and making policy decision in regard to organising & holding examinations, improving the system of examinations appointing the paper setters, examiners, moderators & also prepare the schedule of dates of holding examination and declaration of the results. The B.O.E. shall also oversee and regulate the conduct of examination in the autonomous colleges, institutions and University. departments. The board shall submit the detailed programme of examinations to the Academic Council for preparation of Academic Calendar.</p> <p>The B.O.E. shall deal with all the matters in relation to examinations and shall hear and decide the complaints received pertaining to any matter arising out of conduct of examinations. The procedure to be followed by the board in their celebrations shall be such as may be prescribed.</p>	<p>As per section 32(2) of the Act and Direction 717(1), The board shall meet at least once in each academic term in a year and at other times, when convened by the Vice-Chancellor.</p>
12	The Standing Committee.	As per section 50(2) of the Maharashtra Universities Act, 1994.	When any vacancy occurs in the office of a member, other than an ex-officio member of any authority or other body of the University before the expiry of his normal terms, the vacancy shall be filled, as soon as may be, by nomination of a person by the standing committee.	If necessary.

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13	The Grievance Committee.	As per section 57 (3) of the Maharashtra Universities Act, 1994	There shall be a grievance committee in each University to deal with the grievances of the teachers and other employees of the University, colleges, institutions and recognised institutions and to hear and settle grievances as far as may be practicable within 6 months and the committee shall make a report to the Management Council. It shall be lawful for the grievances committee to entertained and considered grievances or completes which are not within the jurisdiction of the Tribunal and report to the Management Council to take such action as it deems fit and the decision of the Management Council on such report shall be final. As per section 57 (1) & (2) of the Act, respectively.	As per nature of Grievances
14	The Library Committee.	As per section 75 (1) of the Maharashtra Universities Act, 1994.	The functions of the committee shall be prescribed as per section 75 (1) (c) of the Act.	
15	The Finance & Accounts Committee.	As per section 75 (2) of the Maharashtra Universities Act, 1994.	The functions of the committee shall be prescribed as per section 75 (2) of the Act.	As per section 75 (2) (d) and Direction No. 754, The committee shall be meet at least four times in a year. And at such other time as may convened by the Vice-Chancellor.
16	The Purchase Committee.	As per section 75 (3) (b) of the Maharashtra Universities Act, 1994.	As per section 75 (3) (a) There shall be the purchase committee for dealing with all matters pertaining to all purchases of the University, in respect of such items where individual cost of each item, exceed Rs. 1 lakh at a time.	
17	Committees for Academic Services Unit.	As per section 75(4)(b) of the Maharashtra Universities Act,1994.	As per section 75(4)(a) Each Academic Services Unit of the University shall have a committee whose principal responsibility shall be to organise, oversee and maintain the services under its charge.	As per section 75(4)(e) The committee shall meet at least twice a year.

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18	The Committee for Selection and appointment of university teachers.	As per section 76 (2) of the Maharashtra Universities Act,1994 and Direction No. 42/2011.	As per section 76(1) Subject to the provision of Act, Statutes and Ordinances the Vice-Chancellor, till the UGC's scheme of recruitment becomes operative, appoint according to the order of merit and recommendations made by the selection committee, a university teacher. Selection Committee are competent for the Teacher as per Direction No. 42/2011.	
19	The Committee for filling temporary vacancies of university teachers.	As per section 77 of the Maharashtra Universities Act,1994	As per section 77 of the Act, if the Vice-Chancellor is satisfied that, in the interest of teaching, it is necessary to fill in the vacancy immediately, he may make a appointment of a person duly qualified,for a period not exceeding one year on the recommendation of a local selection committee constituted as under section 77.	
20	The Committee for appointment and selection of Principals of conducted colleges.	As per section 78 of the Maharashtra Universities Act,1994.	For recomandetion of names for appointment of principals	
21	Selection Committees for Officers & employees of University & Principals, teachers & other employees of affiliated colleges.	As per section 79 of the Maharashtra Universities Act,1994.	For recomandetion of names for appointment	
22	Committees.	As per section 80 of the Maharashtra Universities Act,1994.	In addition to the committees constituted under this Act, the authorities of the university may appoint committee, with suitable terms and reference for any specific task and such committee shall consist of the membes of the same authority, constituting such a committee and also of such other persons, as that authority may nominate, as per section 80.	
23	Local Managing or Advisory Committee of an affiliated college.	As per section 85 of the Maharashtra Universities Act,1994.	As per section 85 (5) of the Act.	

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24	Board of Sports	As per ordinance 7	All Sports activities	Four times a year
25	Standing Committee for Special Cell	As per Guidelines of UGC	To solve the problems of reserve Category Candidates	Twice in a year
26	Continuing Education implementation Committee	As per Guidelines of UGC X plan the members are taken from the board of Adult and Continuing Education	To Consider the application received from continueing education Center for running new courses	As per need
27	Board of Extra mural Studies	As per nomination by Hon.Vice Chancellor amongst academicians and Social workers	To suggest the programmes for Extra Mural studies, To approve the resource persons, to give approval to extra Mural Studies Center	At leas once in a year
28	Legal Advisory Committee	As per orders of the Hon'ble Vice-Chancellor	To advice in the legal matter referred to committee	As & when required
29	University Building and works Committee	As per Ordinance 138	As per Ordinance 138	
30	Drafting committee of Statutes ordinances rules and regulations	As per decision of Management Council	To draft the Statute, Ordinance & Rules frequently	As and when required
31	Committee for considering equivalance of courses Examinations	As per Ordinance	As per Ordinance	Ordinarilly tiwes in a year
32	Selection Committee for recruitment of Non-teaching staff.	As per Directon No. 51/2010	To recommend names for Appointment	As required