

SANT GADGE BABA AMRAVATI UNIVERSITY

Manual 8

A statement of boards, council, committees and other bodies constituted at Sant Gadge Baba Amravati University, Amravati

[Section 4(1)(b)(viii)]

| Sr. No. | Name and address of the body | Main functions of the body | Constitution of the body | Duration | Whether meetings open to public | Whether minutes accessible to public | Frequency of meetings | Remarks |
|---------|------------------------------|--|--|----------|---------------------------------|--------------------------------------|---|---------|
| 1 | The Senate. | 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 section 26 of the Maharashtra Universities Act, 1994. | As per section 25 (2) of the Maharashtra Universities Act, 1994. | | YES | Yes After its Circulation | As per section 25 (4). The Senate shall be 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) 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 (1) of the Maharashtra Universities Act, 1994. | | NO | Yes After its Circulation | 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. | |

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| 3 | The Academic Council. | 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 (2) of the Maharashtra Universities Act, 1994. | | NO | Yes After its Circulation | As per section 29 (4) The Academic Council shall meet not less than twice a year. | |
| 4 | The Faculty of 1) Arts 2) Science 3) Law 4) Medical Science 5) Engineering & Technology 6) Commerce 7) Social Scienc 8) Education 9) Home-Science | 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 section 33 (5) of the Maharashtra Universities Act, 1994 | | NO | Yes After its Circulation | 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 | |

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| 5 | The Board of College & University Development | 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 under-graduate and post-graduate academic programme and development of the affiliated colleges. | As per section 35 (2) of the Maharashtra Universities Act, 1994. | | NO | Yes After its Circulation | As per section 35 (4) The B.C.U.D. shall meet at least twice a year. | |
| 6 | The B.U.T.R. | 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 section 36A(2) of the Maharashtra Universities Act, 1994. | | NO | Yes After its Circulation | 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. | The duties of the R.R.C. shall be mentioned as per section 36 A (6) of the Maharashtra Universities Act, 1994. | There shall be R.R.C. for each boards of studies as per section 36 A (5) of the Maharashtra Universities Act, 1994. | | NO | Yes After its Circulation | | |

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| 8 | The Board of Studies. | The powers and duties of B.O.S. as per mentioned in section 38 of the Maharashtra Universities Act, 1994. | 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. | | NO | Yes After its Circulation | 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 | 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. | As per section 39(1) of the Maharashtra Universities Act, 1994. | | NO | Yes After its Circulation | The board shall meet at least twice a year as per section 39 (2) of Maharashtra Universities Act, 1994 | |

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| 10 | The University Students Council. | | As per section 40(4) of the Maharashtra Universities Act, 1994. | | NO | Yes After its Circulation | 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. | |
| 11 | The Board of Examination | 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. | As per section 31 (3) of the Maharashtra Universities Act, 1994 | | | Yes After its Circulation | 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. | |

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| | | <p>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> | | | | | | |
| 12 | The Standing Committee. | 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. | As per section 50(2) of the Maharashtra Universities Act, 1994. | | NO | Yes After its Circulation | If necessary. | |

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| 13 | The Grievance Committee. | <p>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.</p> <p>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.</p> | As per section 57 (3) of the Maharashtra Universities Act, 1994. | | NO | Yes After its Circulation | | |
| 14 | The Library Committee. | The functions of the committee shall be prescribed as per section 75 (1) (c) of the Act. | As per section 75 (1) of the Maharashtra Universities Act, 1994. | | NO | Yes After its Circulation | | |

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| 15 | The Finance & Accounts Committee. | The functions of the committee shall be prescribed as per section 75 (2) of the Act. | As per section 75 (2) of the Maharashtra Universities Act, 1994. | | NO | Yes After its Circulation | 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) (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. | As per section 75 (3) (b) of the Maharashtra Universities Act, 1994. | | NO | Yes After its Circulation | | |
| 17 | Committees for Academic Services Unit. | 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)(b) of the Maharashtra Universities Act, 1994. | | NO | Yes After its Circulation | 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(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 & as prescribed under Direction 42/2011. | As per section 76 (2) of the Maharashtra Universities Act,1994. & Directon No. 42/2011 | | NO | Yes After appointment of concerned person | | |
| 19 | The Committee for filling temporary vacancies of university teachers. | 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. | As per section 77 of the Maharashtra Universities Act,1994 | | NO | Yes After appointment of concerned person | | |
| 20 | The Committee for appointment and selection of Principals of conducted colleges. | | As per section 78 of the Maharashtra Universities Act,1994. | | NO | Yes After appointment of concerned person | | |

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| 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. | | NO | Yes After appointment of concerned person | | |
| 22 | Committees. | 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 members of the same authority, constituting such a committee and also of such other persons, as that authority may nominate, as per section 80. | As per section 80 of the Maharashtra Universities Act, 1994. | | NO | Yes After its Circulation | | |
| 23 | Local Managing or Advisory Committee of an affiliated college. | | As per section 85 of the Maharashtra Universities Act, 1994. | | NO | Yes After its Circulation | | |

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| 24 | Faculties | As per Maharashtra Universities Act, 1994 Chapter IV –34 (a, b, c, d, e, f, g, h, i, j, k) The Faculty shall be the principal academics coordinating authorities of the University in respect of studies and research in relation to the subject included in the faculty, and also in respect of studies and research in multi-faculties. | Faculties Constitution As per Maharashtra Universities Act, 1994 Chapter IV –33 (5-a,b,c,d) | | No | Yes after its Circulation | As per Request of Dean of Faculty and sanctioned by The University Registrar & Hon'ble Vice-Chancellor | |
| 25 | Faculty of Art's | | | | | | | |
| 26 | Faculty of Science | | | | | | | |
| 27 | Faculty of Law Faculty of Medical Science Faculty of Commerce Faculty of Education Faculty of Engineering & Technology Faculty of Social Science | | | | | | | |

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| | Faculty of Home Science | | | | | | | |
| 28 | Boards of Studies as above Faculties (A to J) | As per Maharashtra Universities Act, 1994 Chapter IV –38 (a, b, c, d, e, f, g, h, i) | | | As per Request of Chairman of Board of Studies and sanctioned by The University Registrar & Hon'ble Vice-Chancellor | | | |
| 29 | Continuing Education implementation Committee | To Consider the application received from continuing education Center for running new courses | As per Guidelines of UGC X plan the members are taken from the board of Adult and Continuing Education | | NO | After it's Circulation | As per need | |
| 30 | Board of Extra mural Studies | To suggest the programmes for Extra Mural studies, To approve the resource persons, to give approval to extra Mural Studies Center | As per nomination by Hon.Vice Chancellor amongst academicians and Social workers | | NO | After it's Circulation | As per need | |