

RULES & REGULATIONS (AMENDED)
“MGM DEEMED UNIVERSITY OF HEALTH
SCIENCES”,
NAVI MUMBAI.

(Established u/s of 3 UGC Act, 1956 & HRD Notification No. F-9-21/2005 U. 3 (A)
dated 30/08/2006)

Article 1. SHORT TITLE

These Rules shall be called ,”The Rules and Regulations of MGM Deemed University of Health Sciences” (Established u/s of 3 UGC Act, 1956 & HRD Notification No. F-9

21 / 2005 U. 3 (A) dt. 30/08/2006) herein after called as “MGM University”.

Article 2. ADDRESS OF THE MGM DEEMED UNIVERSITY

The Registered Office of the MGM Deemed University shall be situated in MGM Campus, Sector 18, Kamothe, Navi Mumbai – 410 209.

Article 3. DEFINITIONS

In these rules unless the context otherwise requires –

- a) “Academic Council” means the Academic Council of the MGM University;
- b) “Authorities” mean the authorities of the MGM University;
- c) “Board of Management” means the Board of Management of the MGM University;
- d) “Central Government” means the Government of India;
- e) “Chancellor” means the Chancellor of the MGM University;
- f) “Management” means the Founder, Trustees and authorities of Mahatma Gandhi Mission (Sponsoring Trust / Society);
- g) “Prescribed” means prescribed by Rules, Regulations or Bye – Laws;
- h) “Pro Vice Chancellor” means Pro Vice Chancellor of the MGM University;
- i) “State Government” means the Government of Maharashtra;
- j) “Vice Chancellor” means the Vice Chancellor of the MGM University;

Article 4. AREA OF OPERATION

The Rules and Regulations of MGM Deemed University of Health Sciences” herein after called as “MGM University” shall be applicable all over India with International perspective.

Article 5. ACCOUNTING YEAR

The accounting year shall be from 1st April to 31st March of every year.

Article 6. MEMBERSHIP

Any person who is above 21 years of age and willing to join the MGM Deemed University and who shall subscribe to the objects of the society shall be eligible

for becoming a member of the MGM University. The duly filled Application form for membership shall be considered by the Board of Management of the MGM Deemed University in its next Board of Management meeting and the decision regarding acceptance or rejection of Application form for membership shall be taken by majority. The power to accept or reject the application form shall solely vest with the Board of Management of the MGM Deemed University ; and the decision taken by the said Board of Management shall be final.

6A. TYPES OF MEMBERSHIP

There are following memberships of the MGM University:

- 1) Life Member :- Those who pay Rs.100000/- as donation shall be called life member of the Society.
- 2) General Member :- Those who pay Rs. 25,000/- per year subscription shall be called the General Member of the Society.

6B. TERMINATION OF THE MEMBERSHIP

A Member shall loose his / her membership on the following grounds and reasons and Board of Management is empowered to take such decisions :-

- a) On his / her death or insanity of the member;
- b) He / She becomes of unsound mind;
- c) On his / her resignation from the membership of the University (if accepted);
- d) He / She does not subscribe membership fee;
- e) He / She indulges in illegal activities/matters which are against the social objectives of the MGM University;
- f) On his / her incapacitation due to physical and or mental condition;

Article 7. AUTHORITIES OF THE MGM UNIVERSITY

The authorities of the MGM Deemed University are as under :-

- 1) Board of Management;
- 2) Academic Council;
- 3) Faculties;
- 4) Board of Studies;
- 5) Board of Examinations;
- 6) Planning and Monitoring Board;
- 7) Advisory Board;
- 8) Finance Committee;
- 9) Grievances & Redressal Committee;
- 10) Such other authorities as may be declared by the Rules to be the authorities of the MGM University;

Article 8. POWERS AND COMPOSITION OF THE BOARD OF MANAGEMENT

The Board of Management shall be the principal organ of management in the MGM University. It shall be a compact and homogenous body enabling it promptly to take and implement well considered decisions and to effectively handle crisis situations.

A) **Powers**

The Board of Management shall be the principal executive body of the MGM Deemed University and shall, in addition to all powers vested in it, have the following powers namely :

- i) To manage and administer the revenues and properties of the MGM Deemed University and to conduct all administrative affairs of the MGM Deemed University not otherwise specifically provided for;
- ii) To create teaching and academic posts, to determine number, qualifications and cadres thereof as approved by the MGM University / University Grants Commission and the emoluments of such posts in consultation with the Finance Committee;
- iii) To appoint such Professors, Associate Professors, (Readers), Assistant Professors (Lecturers) and other academic staff as may be necessary on the recommendation of the Selection Committee;
- iv) To lay down the duties and conditions of service of the Professors, Associate Professors, Asstt. Professors and other academic staff maintained by the MGM University, in consultation with the Academic Council;
- v) To provide for appointment of Visiting Fellows and Visiting Professors;
- vi) To create administrative, ministerial and other necessary posts in terms of the cadres laid down or otherwise and to make appointment thereof in consultation with the Finance Committee;
- vii) To grant leave of absence to the Vice – Chancellor or any other officer of the MGM Deemed University and to make necessary arrangements for carrying on the functions of the officers proceeding on leave during their absence;
- viii) To regulate and enforce discipline among the employees of the MGM Deemed University and to take appropriate disciplinary action, whenever necessary;
- ix) To manage and regulate the finances, accounts, investments, property and all other administrative affairs of the MGM Deemed University and for that purpose to appoint such agent or agents as it may deem fit;

- x) To entertain and adjudicate upon and, if thought fit, to redress any grievances of the employees and students of the MGM University;
- xi) To select an emblem and to have a common seal for the MGM Deemed University and to provide for the custody and use of such seal;
- xii) To institute Fellowships, including Traveling, Fellowships, Scholarships, Studentships, Medals and Prizes in accordance with the Bye-laws to be framed for the purpose;
- xiii) To determine, demand and receive payment of fees and other charges;
- xiv) To determine the amount and proportion of concession of fees and the conditions pertaining to the same (including service conditions etc);
- xv) To appoint such committees for such purpose and with such powers as the Board of Management may think fit and to co-opt such persons on these committees as it thinks fit;
- xvi) To appoint Auditors for the ensuing year for conducting audit of the MGM Deemed University and or any of it's allied colleges/institutions;
- xvii) To open account or accounts of the MGM Deemed University with any one or more scheduled banks, Co-operative Banks and Foreign Banks and to lay-down the procedure for operating the same;
- xviii) To manage the Finances, accounts, investments, moveable properties, business and all other administrative affairs of the MGM University;
- xix) To issue appeals and take necessary action for raising funds for carrying out the objectives of the MGM Deemed University and in consistence with the objectives of the MGM Deemed University to receive grants, donations, contributions, gifts, prizes, scholarships, fees and other moneys, to give grants and donations, to award prizes, scholarships etc;
- xx) To purchase, take on lease or accept as gift or otherwise any land or buildings or works which may be necessary or convenient for the purposes of the MGM Deemed University on such terms and conditions as it may deem fit and proper and to develop, construct or alter and maintain such buildings or;

- xxi) To draw ,accept ,make and endorse discount and negotiate Government of India's and other promissory notes, bills of exchange, cheques or other negotiable instruments;
- xxii) To transfer or accept transfers of any movable property on behalf of the MGM University;
- xxiii) To advise the Holding trustees (if any) on matters regarding acquisitions, management and disposal of any immovable property on behalf of the MGM University;
- xxiv) To provide building or buildings, premises, furniture, fittings, equipment, appliances and other facilities required for carrying on the work of the MGM University;
- xxv) To execute in consultation with the Holding trustees (if any) conveyance, transfer, Government Securities, re-conveyances, mortgages, leases, bonds, licenses and agreements in respect of property, moveable or immovable belonging to the MGM Deemed University or to be acquired for the purposes of the MGM University;
- xxvi) To appoint, in order to execute an instrument or transact any business of the MGM University, any person as attorney of the MGM Deemed University with such powers as it may deem fit;
- xxvii) In consultation with the Holding trustees (if any) to raise and borrow money on bonds, mortgages, promissory notes or other obligations or securities founded or based on any of the properties and assets of the MGM Deemed University or without any securities and upon such terms and conditions as it may think fit and to pay out of the funds of the MGM University, all expenses, incidental to the raising of money and to repay and redeem any money borrowed;
- xxviii) To invest the funds of the MGM Deemed University or money entrusted to the MGM Deemed University in or upon such securities and in such manner as it may deem fit and from time to time transpose any investment;
- xxix) To maintain a fund to which shall be credited;
 - (a) All Moneys provided by the Central or State Government / MGM Deemed University / University Grants Commissions;
 - (b) All fees and other charges received by the MGM University;

- (c) All moneys received by the MGM Deemed University as grants, gifts, donations, benefactions, bequest or transfers and;
 - (d) All moneys received by the MGM Deemed University in any other manner or from any other source;
- xxx) To deposit all moneys credited to the aforesaid fund in Scheduled Banks, Co-operative Banks or to invest them in consultation with the Finance Committee;
- xxxi) To maintain proper accounts and other relevant records and prepare Annual Statements of Accounts including the Balance-sheet for every previous financial year, in such form as may be prescribed by the Regulations / Bye-laws;
- xxxii) To constitute, for the benefit of the teaching, academic, technical, administrative and other staff, in such manner and subject to such conditions as may be prescribed by the Rules / Bye-laws pension, insurance, provident fund, gratuity etc as it may deem fit for the benefit of the employees of the MGM Deemed University and to aid in the establishment and support of Association, Institutions, Funds, Trusts, and conveyances calculated to benefit the staff and the students of the MGM University;
- xxxiii) To delegate, all or any of its powers to any committee or sub-committee constituted by it or to the Vice-Chancellor or Pro Vice Chancellor of the MGM Deemed University or any other person;
- xxxiv) To establish, on the advice of the Academic Council Divisions and Departments for the academic work and functions of the MGM Deemed University and to allocate areas of Study, Teaching and Research to them;
- xxxv) To conduct examinations or tests for admission to the courses taught in the MGM University;
- xxxvi) To conduct examinations for Degrees and Diplomas and Certificates and to declare the results of such examinations and tests and to confer, grant or award Degrees, Diplomas, Certificates and other academic titles and distinctions;
- xxxvii) To establish, maintain and administrator constituent colleges in India / abroad, subject approval / permission from appropriate authorities;
- xxxviii) To enter into collaboration with International Institutions and establish and maintain research linkage with National and International agencies;

- xxxix) To establish, maintain and manage hostels for the students of the MGM University;
- xl) To fix the emoluments and traveling and other allowances of paper Setters, examiners, moderators, tabulators and such other personnel appointed for examinations in consultation with the Academic Council and the Finance Committee;
- xli) To fix the traveling and other allowances for officers / teaching staff / other staff / member of University committees for carrying out / attending the business of the University in consultation with the Academic Council and the Finance Committee;
- xlii) To recognize and maintain control and supervision on hostels owned and managed by other agencies for the students of the MGM Deemed University and to rescind such recognition;
- xliii) To furnish to the University Grant Commission such returns or other information with respect to the property or activities of the University as the University Grant Commission may, from time to time, require;
- xliv) To exercise such other powers and perform such other duties as may be conferred or imposed on it by or under the Rules, Regulations, Bye-laws etc;
- xlv) To add, alter, amend, or delete to any of these Rules & Regulations / bye-laws as the case may be. The said change shall be effective after it has received assent of the Chancellor;
- xlvi) The Board of Management shall be the principal executive body of the MGM Deemed University and shall have the powers to take all necessary decisions for the smooth and efficient functioning of the MGM University;

(B) Composition of the Board of Management

The Board of Management shall consist of :-

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| 1. Vice – Chancellor of MGM University | Vice Chairman; |
| 2. Pro Vice Chancellor / (s) of MGM Deemed University | Member |
| 3. Dean of MGM University | Member |
| 4. Three nominees of the Chancellor of the MGM University | Member |
| 5. One nominee of the Chairman, UGC | Member |
| 6. One nominee of the Government of India | Member |
| 8. Two nominees of the funding agency / agencies | Member |
| 9. Three Teachers (Professor, Reader, Lecturer) (by rotation) according to seniority | Member |
| 10. Two nominees of the sponsoring Society | Member |
| 11. The Registrar shall be the | non-Member Secretary |

(C) Terms of Membership

All the members of the aforesaid committee other than the ex-officio members and the members of the teaching staff, shall hold office for a term of three years and shall be eligible for reappointment.

Members of teaching staff on the aforesaid committee shall hold office for a period of 2 years or till such time as they continue to be members of the teaching staff, whichever is earlier.

(D) Meeting of the Board of Management

- (i) The Board of Management shall meet at least four times in a year. Not less than 15 days notice shall be given in advance for a meeting of the Board of Management and a copy of the proceeding of each meeting shall be furnished to the Chancellor of the MGM Deemed University as soon as possible after the meeting.
- (ii) Each member of the Board of Management including its Chairman shall have one vote and decisions at the meeting of the Board shall be taken by simple majority. In case of a tie the Chairman shall have a casting vote.
- (iii) Every meeting of the Board of Management shall be presided over by its Chairman, and in his absence by a member chosen by the members present from amongst themselves.
- (iv) Any business, which may be necessary for the Board of Management to conduct, may be carried out by circulating appropriate Resolution thereon among its members and any resolution so circulated and approved by a simple majority shall be as effective and binding as if such Resolution had been passed at the meeting of the Board.
- (v) If a member of the Board of Management other than the Vice-Chancellor or those representing the teachers accepts a full time appointment in the MGM Deemed University or he does not attend three consecutive meetings of the Board of Management without proper leave of absence, he shall cease to be a member of the above Body.

Article 9. CONSTITUTION OF STANDING COMMITTEE AND APPOINTMENT OF AD-HOC COMMITTEE BY THE BOARD OF MANAGEMENT.

- (i) Subject to the provisions of the Rules & Regulations / Bye-laws of the MGM Deemed University the Board of Management may by a resolution constitute such Standing Committee or Co-Committee or Ad-hoc Committee or Committees for such purposes and with such powers as the Board may think fit for exercising any power or powers or discharging any functions of the MGM Deemed

University or for inquiring into reporting and advising upon any matter of the MGM University.

- (ii) The Board of Management may co-opt such persons on the Standing Committees or Ad-hoc Committees, as it may consider suitable.

Article 10. DELEGATION OF POWERS OF THE BOARD OF MANAGEMENT

The Board of Management may by a resolution, delegate to the Chancellor, Vice-Chancellor or any other officer of the Standing Committee or the Ad-hoc Committee such of its powers as it may deem fit, subject to the condition that the action taken by the Chancellor or the Vice-Chancellor or the officer of the Standing Committee or the Ad-hoc Committee concerned in the exercise of the powers so delegated, shall be reported at the next meeting of the Board of Management.

Article 11. ACADEMIC COUNCIL

The Academic Council shall be the principal academic body of the MGM Deemed University and shall, subject to the provisions of the Memorandum of Association and the Rules & Regulations and Bye-laws, have the control and be responsible for the maintenance of standards of education, teaching and training, inter-departmental co-ordination, research, examinations and tests within the MGM Deemed University and shall exercise such powers and perform such other duties and functions as may be imposed or conferred upon it by the Rules & Regulations and Bye-laws.

(A) Powers and Functions of the Academic Council

The Academic Council shall be the principal academic body of the MGM Deemed University and shall in addition to all other powers and duties vested in it, have the following powers and duties viz :

- (i) To exercise general supervision over the academic work of the MGM Deemed University and to give directions regarding methods of instructions, evaluation, research or improvements in academic standards;
- (ii) To promote research within the MGM University, acquire reports on such researches from time to time;
- (iii) To consider matters of academic interest either on its own initiative or at the instance of the Board of Management and to take proper action thereon;

- (iv) To make arrangements for the conduct of examinations and maintain proper standards of the examinations in conformity with the Bye-laws;
- (v) To recommend reorganization of teachers of the constituent college / school / department as postgraduate / undergraduate teachers to Board of Management for approval.
- (vi) To recognize diplomas and degrees of other Universities and other Institutions and to determine their equivalence with the diplomas and degrees of the MGM University;
- (vii) To prescribe course of study leading to Degrees, Diplomas and Certificates of the MGM University;
- (viii) To appoint paper setters, examiners, moderators, tabulators and such other personnel for different examinations;
- (ix) To suggest measures for departmental and institutional co-ordination;
- (x) To make recommendations to the Board of Management on :
 - a) Measures for improvement of standards of teaching, training and research;
 - b) Institutions of Fellowships, Traveling Fellowships, Scholarships, Medals, Prizes etc;
 - c) Establishment or abolition of Institutions, departments / centers and;
 - d) Bye-laws covering the academic functioning of the MGM University, discipline, residence, admissions, examinations, award of fellowships and studentships, freeships, concessions, attendance etc;
- (xi) To appoint sub-committees to advise on such specific matters as may be referred to it by the Board of Management;
- (xii) To consider the recommendations of the sub-committees and to take such action (including making of recommendations to the Board of Management) as the circumstances of each case may require;
- (xiii) To take periodical review of the activities of the Institutes/ Departments / Centres and to take appropriate action (including making recommendations to the Board of Management) with a view to maintaining and improving the standards of instruction;
- (xiv) To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the rules and bye-laws.

- (xv) To recommend institution of Teaching posts, Professors, Readers and Lecturers to the Board of Management;

(B) Composition of the Academic Council

The Academic Council shall consist of the following persons, namely :

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| (i) | Vice-Chancellor of the MGM Deemed University
Chairman | |
| (ii) | Pro-Vice Chancellor / (s) of MGM University | Member |
| (iii) | Dean of the MGM University | Member |
| (iv) | Heads of the Department of the MGM University | Member |
| (v) | Ten Professors other than the Heads of the
Departments (by rotation and on seniority); | |
| (vi) | Three Readers from the Departments other
than the Heads of the Departments of
the MGM Deemed University / Constituent Colleges
by rotation in the order of seniority
nominated by the Vice-Chancellor | Member |
| (vii) | Three Lecturers from the Departments
by rotation in the order of seniority
nominated by the Vice-Chancellor | Member |
| (viii) | Three persons from amongst educationists
of repute or persons from any other field
related to the activities of the MGM Deemed University
who are not in the service of the MGM Deemed University
nominated by the Chairman | Member |
| (ix) | Three persons who are not members of the
teaching staff co-opted by the Academic
Council for their specialized knowledge | Member |

(C) Terms of Membership

The term of members other than ex-officio members shall be two years. The members as mentioned in clause (v) to (vii) above shall not be eligible for further appointment till every one has completed one term.

Note :- The representation of different categories should be only through rotation and not through election. It may also be ensured that no particular faculty dominates the membership of the council.

(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 the academic year.
- (ii) One third of the total members of the Academic Council shall constitute the quorum for the meeting of the Academic Council.
- (iii) Any business which 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.

Article 12. FACULTY / (IES):

(A) Powers and Functions of the Faculty/ (ies)

The faculty shall have the following powers and duties namely :-

- a) To consider and report on any matter referred to it by the Board of Management, Academic Council or Planning and Monitoring Board;
- b) To consider and approve recommendations of the Boards of Studies in the faculty. and matters related to more than one Board of studies not affecting any other faculty and recommend to the Academic Council for action as it thinks fit;
- c) To consider and recommend to the Academic Council the academic matters within its purview which involve administrative or financial implications ;
- d) To consider and recommend to the Academic Council, establishment of new courses inter-disciplinary courses and short-term training programmes referred to it by the Board of Studies.
- e) to make recommendations to the Academic council in respect of the requirements regarding the conduct of post-graduate or under-graduate instructions, teaching, research and training in constituent departments / schools / colleges.
- f) To ensure that guidelines and rules framed for the following matters by the Academic Council are implemented:-
 - (i) Curriculum development;
 - (ii) Faculty development;
 - (iii) Teaching or learning material development;
 - (iv) Research in educational matters with particular reference to colleges;
- g) To plan and organize inter-departmental and inter-faculty programmes in consultation with the Boards of Studies, other faculties or Planning Board;
- h) To recommend to the Academic Council regarding organization / conduct of refresher and orientation courses for teachers of constituent colleges and University departments especially for the revised or newly introduced or inter-disciplinary courses of study;

- i) To elect the Deans of the faculties;
- j) To prepare and submit the annual report of the functioning of the faculty(ies) to Vice Chancellor;

(B) Composition of the Faculty/ (ies)

A faculty shall be constituted, divided, combined with or abolished only with the approval of the Academic Council and as prescribed by Statutes.

The faculty shall comprise such subjects as are prescribed by Regulations and Bye Laws.

The faculty shall consist of the following members :-

Dean of the faculty-	<i>ex officio</i> Chairperson;
Chairperson of each Board of Studies for the subjects comprised in the faculty;	Member
One member of each Board of Studies to be elected by the members of the Boards of Studies from amongst themselves.	Member
Four members nominated by Vice Chancellor	Member

Article 13. BOARD OF EXAMINATION

There shall be Board of Examination. The composition, power, duties shall as per the Bye Laws prescribed for the purpose.

Article 14. FINANCE COMMITTEE

(A) Powers and Functions of the Finance Committee

- (i) The Finance Committee shall meet at least twice a year to examine the accounts and to scrutinize proposals for expenditure;
- (ii) The annual accounts and financial estimates of the MGM Deemed University shall be placed before the Finance Committee for consideration and thereafter submitted to the Board of Management together with the comments of the Finance Committee for approval;
- (iii) The Finance Committee shall fix limit of the total recurring expenditure and the total non-recurring expenditure of the year

based on the income and resources of the MGM University. No expenditure shall be incurred by the MGM Deemed University in excess of the limits so fixed;

- (iv) No expenditure other than that provided in the budget shall be incurred by the MGM Deemed University without the approval of the Finance Committee;

- (v) The Finance Committee shall recommend to the Board of Management the creation of posts;

(B) Composition of the Finance Committee

The finance Committee shall consist of the following members

- i. Vice-Chancellor of the MGM Deemed University – Chairman;
- ii Pro Vice Chancellor / (s) of the MGM University;
- iii. A person nominated by the Chairman;
- iv. Two nominees of the Board of Management one of whom shall be a member of the said Board;
- v. A representative of the UGC;
- vi. A representative of the Central Government / State Government;

(C) Term of Office of the Members of the Finance Committee

All members of the Finance Committee other than ex-officio members shall hold office for a term of three years

Article 15. ADVISORY BOARD

The Advisory Board shall be responsible for extending the help to MGM Deemed University of Health Sciences for its academic, planning and growth.

(A) Duties and powers of Advisory Board:

The duties and powers of the Board shall be:-

- i) To provide guidance for futuristic vision and growth of MGM Deemed University ;
- ii) To assist in identifying new ventures facilitated collaboration with centre of excellence in India and abroad;
- iii) To advise on strategies for achieving excellence in educational program imparted by the University;
- iv) To advise and facilitate means of financial resources generation, stimulate research development and innovation;
- v) The Advisory Board shall submit recommendations to planning and monitoring board for further deliberation and recommendations to Board of Management;

(B) Composition:

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| a) | Nominee of UGC from amongst the members of commission | Chairman |
| b) | Vice Chancellor of MGM University | Vice chairman |
| c) | Pro Vice Chancellor (Administration) | Member |
| d) | Pro Vice Chancellor (Academic & Research) | Member |
| e) | Expert nominated by UGC | Member |
| f) | Three Experts nominated by Board of Management | Member |
| g) | Registrar | Member Secretary |

(C) Term of Office of the Members of the Advisory Board

Tenure of The Advisory Board shall be ten years from the date of inception of the MGM University.

(D) Meeting of the Advisory Board

The Advisory Board shall meet once in a year

Article 16. PLANNING AND MONITORING BOARD

The Planning and Monitoring Board shall be responsible to plan, monitor, evaluate and co-ordinate undergraduate and post-graduate academic programmes and the development of constituent colleges in collaboration with the National and International Health Sciences Institutions.

(A) Powers & Duties of the Board:

- a) The Board shall meet at least once in a year;
- b) The Board shall advise the Board of Management on measures to create links and develop specific schemes of inter-university and University / College interaction with the industry, agriculture, banks, commerce, science and community;
- c) The Board shall prepare University / College development plans, both short-term and long-term, keeping in view the objectives of the University and with due regard to the State and National Educational Policy;
- d) The Board shall recommend to the Board of Management the development and collaborative programmes for the departments, colleges and the University;
- e) The Board shall monitor, evaluate and report the progress of all such approved development and collaborative programmes to the Board of Management once a year;

- f) The Board shall evaluate the manpower requirements of trained persons in different fields, such as, Health Sciences and Technology and make necessary recommendations to the Academic Council, thereby introducing and strengthening the relevant graduate/postgraduate courses;
- g) The Board shall organize academic audit of development and collaborative programmes of University / Institutions / Departments, Postgraduate Centers and Constituent Colleges, according to the provisions of the bye laws at least once in three years and make necessary recommendations to the Board of Management for implementation;
- h) The Board shall recommend the proposals to Academic Council for establishment of new institutions/departments/courses within or outside the approved University campus for further action with University Grants Commission as provided in the bye-laws;

(B) Composition:

It shall consist of the following members namely:-

- a) Vice – Chancellor of MGM Deemed University
Chairperson
- b) Pro Vice-Chancellor of MGM University Member
- c) Pro Vice-Chancellor of MGM Deemed University Member
- d) Three Experts, imparting post-graduate
Instructions having not less that sixteen years of
Teaching experience, nominated by the
Vice-Chancellor Members
- e) One Expert nominated by the UGC Member
- f) Two Experts nominated by the Board of
Management Member
- g) Registrar Member Secretary

Article 17. SELECTION COMMITTEE

A. There shall be a Selection Committee for making recommendations to the Board of Management for appointment to the posts of Professors, Associate Professors and Asstt. Professors in the MGM Deemed University / Constituent Colleges / Schools and such other posts as may be prescribed by the Bye-laws.

B. Composition:

Every selection Committee shall consist of the following members :

(a) *For Appointment of Professors*

- i. Vice-Chancellor of the MGM Deemed University
Chairman.
- ii. A person nominated by the Chairman. Member
- iii. Dean of Faculty / Head of the Dept.

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|---|--|----------|
| | / Chairman, Board of studies, provided he is a Professor. | Member |
| iv. | Three outside experts nominated by the Chairman from a panel of not less than six names recommended by the Academic Council and approved by the Board of Management. | Member |
| (b) For Appointment of Readers and Lecturers | | |
| i | Vice-Chancellor of the MGM University | Chairman |
| ii. | A person nominated by the Chairman of the MGM University | Member |
| iii. | Dean of Faculty / Head of the Dept. / Chairman, Board of Studies, provided he is a Professor or Reader | Member |
| iv. | Two outside experts nominated by the Chairman from a panel of not less than six names recommended by the Academic Council and approved by the Board of Management | Member |
| (c) Meetings | | |
| (a) | The meetings of the Selection Committee will be convened by the Chairman of the Selection Committee as and when necessary. | |
| (b) | Four members of the Selection Committee shall form the quorum, consisting of at least two experts. | |
| (c) | If the Board of Management is unable to accept the recommendation of the Selection Committee, it shall record its reasons about it and submit the case to the Chancellor, whose decision shall be final in the matter. | |

Article 18. BOARD OF STUDIES

(A) There shall be one Board of Studies for each Department of the MGM University.

(B) Composition:

The Board of Studies of each Department shall consist of :

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| (a) | Head of the Department | Chairman |
| (b) | All Professors of the Department | Member |
| (c) | Two Readers of the Department by rotation according to seniority | Member |
| (d) | Two Lecturers of the Department by rotation according to seniority | Member |
| (e) | Not more than 2 persons to be co-opted for their expert knowledge including those belonging to the concerned profession or industry | Member |

The powers and functions of the Board of Studies shall be as prescribed by the Bye Laws of the MGM University.

Article 19. GRIEVANCES REDRESSAL MACHINERY

For Redressal of grievances and complaints, every Institution shall have Grievances Redressal Machinery as maybe prescribed in the Bye-laws.

Article 20. OFFICERS OF THE MGM UNIVERSITY

The following shall be the officers of the MGM Deemed University :

- i) Chancellor
- ii) Vice-Chancellor
- iii) Pro-Vice Chancellor
- iv) Registrar
- v) Pro - Vice Chancellor of Examinations
- vi) Finance Officer and such other officers as may be prescribed in the Bye-laws.

A. *CHANCELLOR*

- a. The Chairman of Mahatma Gandhi Mission Trust shall be the Chancellor of MGM University, who by virtue of his office be the Head of the MGM Deemed University of Health Sciences, and shall when present preside over the convocations of the MGM University.
- b. The Chancellor shall hold the office for such period as would stated in the resolution passed by the Mahatma Gandhi Mission Trust.
- c. Where power is conferred upon the Chancellor to nominate persons to authorities, the Chancellor shall to the extent necessary nominate persons to represent the various interests for the furtherance of the objectives of the MGM University.
- d. The Chancellor, when present, shall preside over the convocation of the University and may issue directions to the Vice-Chancellor to convene the meeting of any authority of the University for specific purposes, whenever necessary, and the Vice-Chancellor shall submit the minutes of such meeting to the Chancellor for his perusal.
- e. The Chancellor may call for such information and record relating to any affairs of the University / Constituent Colleges / Schools / Institutions and issue such directions thereupon as the Chancellor may deem fit in the interest of the University and the authorities and officers of the University / Constituent Colleges / Schools / Institutions shall comply with such directions.
- f. The Chancellor may after taking report in writing from the Vice-Chancellor suspend, modify or quash and set aside any resolution, order or proceedings of any authority, body Committee or officer, which in the opinion of the Chancellor is not in conformity with bye laws , Rules or Regulations made there under or is not in the interest of the University. The order of the Chancellor shall be binding on the officers of the university who shall comply with the same. Provided

that, before making any such order, the Chancellor may call upon the University, authority, body, committee or, as the case may be, officer to show cause within the period specified, why such an order should not be made, and if any cause is shown, the Chancellor shall consider the same and wherever he deems it necessary, after consulting the Board of Management, decide the action to be taken in the matter, and such decision shall be final.

- g. The Chancellor shall have the right to cause an inspection to be made by such person or persons or body of persons, as he may direct, of the University, its buildings, hospitals, libraries, museums, workshops and equipments of any college, institution or hostel maintained, administered or recognised by the University and of the teaching and other work conducted by or on behalf of the University or under its auspices of, and of the conduct of examinations or other functions of the University and to cause an inquiry to be made in like manner regarding any matter connected with the administration or finances of the University.
- h. The Chancellor shall, in every case, give due notice to the University of his intention to cause an Inspection or inquiry to be made and the University shall be entitled to appoint a representative, who shall have the right to be present and be heard at the inspection or enquiry;
- i. After an inspection or inquiry has been caused to be made, the Chancellor may address the Vice-Chancellor on the out come of such inspection or inquiry and the Vice-Chancellor shall communicate to the Board of Management the views of the Chancellor and call upon the Board of Management to communicate to the Chancellor through him its opinion thereon within such time as may have been specified by the Chancellor. If the Board of Management communicates its opinion within the specified time limit, after taking into consideration that opinion or where the Board of Management fails to communicate its opinion in time, after the specified time-limit is over, the Chancellor may proceed and advise the Board of Management upon the action to be taken by it, and fix a time limit for taking such action ;
- j. The Board of Management shall, within the time limit so fixed, report to the Chancellor through the Vice-Chancellor the action which has been taken or is proposed to be taken on the advice tendered by him;
- k. The Chancellor may, where action has not been taken by the Board of Management to his satisfaction within the time limit fixed, and after considering any explanation furnished or representation made by the Board of Management, issue such directions as the Chancellor may think fit, and the Board of Management and other authority concerned shall comply with such directions ; Notwithstanding anything contained in the preceding sub-sections, if at any time the Chancellor is of the opinion that in any matter the affairs of the University are not managed in furtherance of the objects of the University or in accordance with the provision of bye laws, and the Statutes and Regulations or that special measures are desirable to maintain the standards of University teaching, examinations, research, administration or finances, the Chancellor may indicate to the Board of Management through the Vice-Chancellor any matter in regard to

which he desires all explanation and call upon the Board of Management to offer such explanation within such time as may be specified by him. If the Board of Management fails to offer any explanation within the time specified or offers an explanation which in the opinion of the Chancellor, is not satisfactory, the Chancellor may issue such directions as appear to him to be necessary, and the Board of Management and any other authority concerned shall comply with such directions ;

- l. The Board of Management shall furnish such information relating to the administration and finances of the University as the Chancellor may, from time to time, require ;
- m. The Chancellor shall exercise such other powers and perform such other duties as may be conferred upon or vested in the Chancellor by or under the Bye laws of the university

B. VICE -CHANCELLOR

- a) The Vice-Chancellor shall be a whole time salaried officer of the MGM Deemed University and shall be appointed by the Chancellor from a panel of three names suggested by a Search Committee. The composition of the Search Committee would be :-
 - (i) A nominee of the Chancellor of the
MGM Deemed University
Chairman
 - (ii) A nominee of the State Government /
Central Government Member
 - (iii) A nominee of the Chairman, UGC Member

Provided further that if the Chancellor does not approve of any of these persons so recommended, he shall call for a fresh panel.

- b) The Vice-Chancellor shall hold office for a term of 5 years. He shall be eligible for reappointment.
- c) Provided that, notwithstanding the expiry of the said period of 5 years, he can continue in office till his successor is appointed and assumes office, but not beyond six months. Provided further that a person appointed, as Vice-Chancellor shall retire from office during the tenure of his office of extension, thereof, in any, he completes the age of 65 years.
- d) If the office of the Vice-Chancellor becomes vacant due to death, resignation or otherwise and in his absence due to illness or any other cause, the Dean or if there is no Dean, the senior most Professor shall perform the duties of Vice-Chancellor.
- e) The Vice-Chancellor shall be the Principal Executive Officer of the MGM Deemed University and shall exercise general supervision or control over the affairs of the MGM Deemed University and implement the decisions of all the authorities of the MGM University.
- f) The Vice-Chancellor may, if he is of the opinion that immediate action is called for on any matter, exercise any power conferred

upon any authority of the MGM Deemed University under the Memorandum of Association / Rules and Regulations / Bye-laws, and take such action or proceed to take such action, and shall report to the concerned authority on the action taken by him on such matters. Provided that if the authority concerned as mentioned in clause (i) above is of the opinion that such action ought not to have been taken, it may refer the matter to the Chancellor whose decision thereon shall be final.

- g) Provided further that if any person in the service of the MGM Deemed University is aggrieved by the action taken by the Vice-Chancellor under the aforesaid clause he shall have the right to appeal against such action to the Board of Management within 30 days from the date on which such action is communicated to him and thereupon the Board of Management may confirm, modify / set-aside or reverse the action taken by the Vice-Chancellor.
- h) The Vice-Chancellor, unless otherwise provided, shall be the Ex-officio Chairman of the Board of Management, the Academic Council and the Finance Committee.
- i) It shall be the duty of the Vice-Chancellor to ensure that the Memorandum of Association, the Rules, Bye-laws and Regulations of the MGM Deemed University are duly observed and implemented and he shall have all the necessary powers in this regard.
- j) The Vice-Chancellor shall exercise general control over the affairs of the MGM Deemed University and shall be mainly responsible for implementation of the decisions of the various authorities of the MGM University.
- k) All powers relating to the proper maintenance and discipline of the MGM Deemed University shall be vested in the Vice-Chancellor.
- l) The Vice-Chancellor shall exercise such other powers and perform such other functions as may be prescribed by the Rules and Regulation and Bye-laws.
- m) The Vice-Chancellor shall exercise all other powers as may be delegated to him by the Board of Management.
- n) The Vice-Chancellor shall have the power to re-delegate some of his powers to any of his subordinate officers with the concurrence and approval of the Board of Management
- o) The Vice-Chancellor shall have the power to convene or cause to be convened meetings of the various bodies of the MGM University.

C. PRO VICE CHANCELLOR

The Chancellor shall appoint Pro Vice Chancellor in consultation with the Vice chancellor, who shall be an eminent academician with good standing for a term co terminus with the term of the Vice Chancellor. The appointment of the additional Pro Vice Chancellors will be made if the circumstances so demand and deemed necessary by the Chancellor.

1. The Chancellor in consultations with the Vice Chancellor may appoint a suitable person, who is an eminent educationist as a Pro-Vice Chancellor of the University.
2. The Pro – Vice Chancellor shall be a full time salaried officer of the University, and the terms and conditions of his service shall be such as determined by the Chancellor.

a) **Term of office of Pro-Vice Chancellor**

The term of Pro – Vice Chancellor shall be co-terminus with the term of office of the Vice-Chancellor and shall be eligible for extension / reappointment.

b) **Duties of Pro – Vice Chancellor**

The Duties and Responsibilities of the Pro – Vice Chancellor shall be decided by the Vice Chancellor in consultation with the Chancellor and the same shall be informed to the Board of Management. The Pro – Vice Chancellor shall be responsible to Vice – Chancellor.

- i) The Pro – Vice Chancellor is the academic and executive leader of a University's Academic Activities, a member of the University Executive and the key representative of the University to the community and the professions and disciplines associated.
- ii) Pro – Vice Chancellor is responsible for the academic leadership and the governance of the University and the management of its financial resources and staff.
- iii) The Pro – Vice Chancellor is responsible for the achievement of the key performance indicators at level of the University, strategic planning through leadership of the Faculties, Institutes, College / Departments and Research Centers.
- iv) The Pro – Vice Chancellor is, ex officio, member of the:
 - a) Academic Committee
 - b) Board of Management
 - c) Board of Examination
 - d) Finance committee
 - e) Faculties
 - f) Planning & Monitoring board
 - g) Advisory board
 - h) Staff Selection Committee
 - i) Research Secretariat Committee
- v) The Pro – Vice Chancellor has rights of audience and debate at meetings of university authorities
- vi) The Pro – Vice Chancellor is responsible for:
 - a) developing and implementing the strategic direction aligned with the University strategic plan, performance indicators and targets;

- b) developing operational plans to give effect to the strategic direction;
- c) Ensuring that the appropriate budget and performance management arrangement are in place to give effect to the operational plan at all levels.
- d) Developing a staffing and recruitment strategy to support the operational plan and to achieve performance indicators in research and learning, and aligning the budget with that staffing strategy;
- e) Ensuring excellence in learning and teaching.
- f) Implementing the University's Research Quality operation plan,
- g) Developing partnering / business opportunities for the University through representation and engagement with the community locally, nationally and internationally.
- h) Pursuing opportunities to increase, the revenue of the University.
- i) Supervision of senior staff, including Deans and University Research Centre Directors;
- j) Establishing processes to ensure that the University commitment to equity and diversity are implemented;
- k) Establishing mechanisms and allocating resources to ensure the compliance with health and safety legislation and University policies;
- l) Developing the academic culture and planning for campus development.

D. REGISTRAR

- (a) The Registrar shall be a whole-time salaried officer of the MGM Deemed University and shall be appointed by the Board of Management on the recommendations of the Selection Committee consisting of the following :-
 - i) Vice-Chancellor of MGM Deemed University
Chairman
 - ii) Pro Vice Chancellor/(s) of MGM University Member
 - iii) One nominee of the Chancellor of the
MGM University Member
 - iv) One nominee of the Board of Management Member
 - v) One expert appointed by the Board of
Management who is not an employee
of the MGM University Member
- (b) The Registrar shall hold the office for a period of 5 years and shall be eligible for reappointment till he completes the age of 60 years.

- (c) The emoluments and other terms and conditions of service of the Registrar shall be as may be prescribed by the Bye-laws.
- (d) When the office of the Registrar is vacant or when the Registrar is absent by reason of illness or any other reason the duties and functions of the Registrar shall be performed by such other person as the Vice-Chancellor may appoint / depute / designated.
- (e) The Registrar shall be ex-officio Secretary of the Board of Management, the Academic Council, Planning and Monitoring Board but shall not be deemed to be a member of any of these authorities.
- (f) The Registrar shall be directly responsible to the Vice-Chancellor of the MGM University.

(g) Duties of Registrar

The following shall be the duties of the Registrar :

- i) To be Custodian of the records, the funds of the MGM Deemed University and such other property of the MGM Deemed University as the Board of Management may commit to his charge.
- ii) To conduct the official correspondence on behalf of the authorities of the MGM University.
- iii) To issue notices convening meetings of the authorities of the MGM Deemed University and all Committees and Sub-Committees appointed by any of these authorities.
- iv) To keep the minutes of the meetings of all the authorities of the MGM Deemed University and of all the committees and sub-committees appointed by any of these authorities.
- v) To make arrangements for and supervise the examinations conducted by the MGM University.
- vi) To represent the MGM Deemed University in suits or proceeding by or against the MGM University, sign powers of attorney and sign and verify pleadings. The Registrar may depute / authorize a person to appear or attend the suits of proceedings.
- vii) To enter into agreement, sign documents and authenticate records on behalf of the MGM University.
- viii) To hold in special custody books and documents of the MGM University.
- ix) To ensure the safety and maintenance of the building, gardens, office, canteen, cars and other vehicles laboratories libraries, reading room, equipment and other properties of the MGM University.
- x) To perform such other duties as may be specified in the Rules and Bye-laws or as may be specified by the Board of Management or the Vice-Chancellor from time to time.
- xi) The Registrar shall have powers of taking disciplinary action against the subordinate non teaching staff working under him.

E. DIRECTOR (EXAMINATIONS): There shall be a Director of Examinations of the University. He shall be appointed by the Vice Chancellor on the recommendation of a selection committee constituted for the purpose. He shall be a whole-time salaried Officer and shall work directly under the superintendence, direction and control of the Vice Chancellor. The Director of Examinations could be deputed from amongst the faculty members.

a) Term of Office of Director of Examinations

Appointment of the Pro - Vice Chancellor of Examinations shall be for a term of five years and he shall be eligible for reappointment till he attend age of 60 years. The qualification and experience required for the post of Pro - Vice Chancellor of Examinations shall be as may be prescribed by bye – laws. When the office of the Pro - Vice Chancellor of Examinations falls vacant or when the Pro - Vice Chancellor of Examinations is, by reason of illness or absence for any other cause, unable to perform the duties of his office for a period not exceeding six months, the Chancellor shall appoint a suitable person to officiate as the Pro - Vice Chancellor of Examinations until a new Pro - Vice Chancellor of Examinations is appointed and assumes office or the Pro - Vice Chancellor of Examinations resumes duty, as the case may be.

b) Duties of Director of Examinations:

1. The Director of Examinations shall be the Chairman of the Board of Examination and of the committees appointed by the Board; except the committees constituted for appointment of paper-setters, examiners and moderators. The Registrar shall be responsible for prompt and proper implementation of their decisions.
2. Without prejudice, the Director of Examinations shall be responsible for making all arrangements necessary for holding all examinations and tests and declaration of results. The Director of Examinations shall be responsible:
 - i) to set up and declare in advance; the calendar of examinations;
 - ii) to organize for printing of question papers;
 - iii) to arrange to get performance of the candidates at the examination properly assessed, and process the results;
 - iv) to arrange for the timely declaration of results of examinations and other tests.
 - v) to postpone or cancel examinations, in part or in whole, in the event of malpractices or if the circumstances so warrant, and take disciplinary action or initiate any civil or criminal proceedings against any person or a group of persons or a Institute or an institution alleged to have committed malpractices.
 - vi) to take disciplinary action where necessary against the candidates, paper setters, examiners, moderators, or any

- other persons connected with examinations and found guilty of malpractices in relation to the examinations;
- vii) to review from time to time, the results of University examinations and forward reports thereon to the Academic Council.
3. The Director of Examinations shall exercise other power and perform such other duties as may be prescribed or assigned by the Board of Examination from time to time.
 4. The Director of Examinations shall notify the examination time table at least two months prior to the date of commencement of the examination and shall declare the results of said examinations within 15 days from completion of examination. He shall also supply the transcript of examination as and when required.
 5. The Director of Examinations shall ensure that all the examinations, tests are conducted in a fair, transparent and secure manner.
 6. The Director of Examinations shall prepare and publish the handbook including the instruction to the paper setters, moderators, examiners and the staff involved in the conduct of examination for smooth conduct of examination.
 7. The Director of Examinations shall be responsible for the safe custody of question papers, answer books and other examination related stationery.
 8. The Director of Examinations shall make the experimentation in examination reforms in tune with the global demands.
 9. The Director of Examinations shall be responsible to the Vice – Chancellor in carrying out his duties and responsibilities mentioned in the Regulations.
10. Director of Examinations of Examinations shall be ;
- a) In charge of conduct of examinations of the University for the various degree programs offered at different campuses of the University and ensure external evaluation and maintain strict secrecy.
 - b) Director of Examinations will be responsible for preparing the panel of External Examiners for the various subjects offered in the different degree programs and get it approved by the Vice-Chancellor.
 - c) Arrange for the conduct of the examination in all the campuses simultaneously for multi campus degree program and for the single campus degree programs depending upon the attendance schedule of the particular degree program.
 - d) Arrange for setting the theory question papers by the Examiners from University, and by the Examinees from other Universities, if necessary.
 - e) Keep a list of papers to be set in various subjects and courses and maintain the lists up to date.

- f) Prepare the panel of examiners for multi campus UG and PG degree program and for evaluating the answer papers of the final test and conduct central evaluation of the semester final theory papers of the various courses with the panel of examiners consisting of course teachers as well as external examiners in the same discipline, if necessary from other Universities, and conduct central evaluation of the final theory papers.
- g) Arrange to give dummy – numbers for all the answer papers of the examination before the evaluation is done.
- h) Monitor the semester practical examinations with the help of course teachers concerned in the respective campuses under the guidance of the Head of Departments and Deans concerned. The practical examinations will be conducted before the final theory examination. The Director of Examinations will arrange to tabulate the practical and theory marks of the mid-semester as well as final test as the case may be and prepare the report cards for each subject at the end of each examination.
- i) Be responsible for monitoring the course completion of the stipulated credit hours of the various UG and PG degree programs and arrange for tabulation of the results and publication after approval by the Vice-Chancellor, Academic Council and Board of Management. The Registrar shall approve in the place of Vice-Chancellor after getting the delegation of powers from the Vice-Chancellor.
- j) Arrange for the conduct of final test for failed students along with the regular stream students and maintain the individual student files for monitoring successful completion of the stipulated credits.
- k) Be the custodian of records pertaining to examination and to issue all notices, convening meeting of the Board of Examinations and any Committees appointed by the University in connection with the examination.
- l) Perform such other work as may be from time to time prescribed by the University and generally render such assistance as may be desired by the Vice-Chancellor in the performance of his / her official duties.

F. FINANCE OFFICER

The Finance Officer shall be whole time salaried officer of the MGM Deemed University and shall be appointed by the Board of Management preferably on deputation from a panel of names submitted by the State Government / Central Government. The emoluments and other terms and conditions of service of the Finance Officer shall be as may be prescribed by the Bye-laws.

The Finance Officer shall work under the supervision of the Vice-Chancellor and is accountable to the Board of Management, through the Vice-Chancellor. He shall be the Ex-officio non-Member

Secretary of the Finance Committee. He would be an advisor to the Vice-Chancellor for financial matters.

Subject to the control of the Board of Management to manage properly and investment of the MGM University, he shall be responsible for the preparation of Annual Estimates and Statements of Account for submission to the Finance Committee and the Board of Management.

When the office of the Finance Officer is vacant or when the Finance Officer is absent by reason of illness or any other reason the duties and functions of the Finance Officer shall be performed by such other person as the Vice-Chancellor may appoint.

G. HEAD OF THE DEPARTMENT

- i) There shall be a Head of the Department/Institute/Faculty for each of the Department /Institute/Faculty in the MGM Deemed University who shall be appointed by the Vice-Chancellor from amongst the Professor of the Department / Institute / Faculty. Provided that, if there is no Professor in the Department / Institute / Faculty, the Vice-Chancellor may appoint a Reader as Head of the Department /Institute/Faculty.
- ii) The term of appointment of the Head of the Department / Institute / Faculty shall normally be 3 years and he shall be eligible for reappointment for one more term.
- iii) The powers and function of the Head of the Department shall be prescribed by the Bye-laws of the MGM University.

Article 21. SENIORITY LIST

- a) Whenever in accordance with these Rules, any person is to hold an office or to be a member of an authority of the MGM Deemed University by rotation according to seniority, such seniority shall be determined according to the length of the continuous service of such person in grade and in accordance with such other principles as the Board of Management may from time to time prescribe.
- b) It shall be the duty of the Registrar to prepare and maintain in respect of each class of persons to whom the provisions of these rules apply, a complete and up-to-date seniority list in accordance with the provisions of the foregoing clause.
- c) If two or more persons have equal length of continuous service in a particular grade or the relative seniority of any person or persons is in doubt, the Registrar may on his own notion and shall at the request of any such person, submit the matter to the Board whose decision shall be final.

Article 22. DELEGATION OF POWERS

Subject to the provisions of these Rules and Bye-laws any officer or authority of the MGM Deemed University may delegate his or its power to any other officer or authority or person under their respective control and subject to the conditions that the overall responsibility for exercise of the powers so delegated shall continue to rest in the officer or Authority delegating such powers.

Article 23. DISPUTE AS TO MEMBERSHIP

If any questions arise, as to whether any person who has been duly elected or appointed is entitled to be a member of any authority or any Committee of the MGM University, the matter shall be referred to the Chancellor of the MGM University, whose decision thereon shall be final.

Article 24. RIGHT OF CENTRAL GOVERNMENT TO INSPECT THE MGM UNIVERSITY

- i) The Government of India shall have the right to cause an inspection to be made of the MGM University, by such person or persons as it may direct, of its buildings, fixtures and fittings, laboratories and equipment as also examinations, teaching and other work carried on or done by the MGM Deemed University and, if necessary, to cause an inquiry to be made in respect of any matter connected with the administration or finance of the MGM University.
- ii) The Government of India shall in every case give notice to the MGM Deemed University of its intention to cause an inspection or inquiry to be made and on receipt of such a notice the MGM Deemed University shall have the right to make such representations to the Government of India as it may consider necessary.
- iii) Where an inspection or inquiry has been caused to be made by the Government of India the MGM Deemed University shall be entitled to appoint a representative who shall have the right to be present and to be heard at such inspection or inquiry.
- iv) The Government of India may communicate the result of such inspection or inquiry together with such advice as it may be pleased to offer as to the action to be taken by the MGM University, to the Vice-Chancellor of the MGM Deemed University who shall communicate the same to the Board of Management.
- v) The Board of Management shall give proper consideration to the said communication regarding the result of inspection or inquiry and the proposal for action by the MGM Deemed University and communicate to the Government of India the action, if any, which it proposes to take or has taken upon the result of such inspection or inquiry.

- vi) Where the Board of Management, does not within a reasonable time take any action to the satisfaction of the Government of India, the Government of India may after giving due consideration to the explanation furnished or representation made by the Board of Management to it, issue such directions as it may think fit and the Board of Management shall comply with such directions.

Article 25. REVIEW OF THE ACADEMIC ACTIVITIES OF THE MGM UNIVERSITY

- i) The Academic Activities of the MGM Deemed University shall be reviewed after a period of every 5 years or even earlier, if necessary by a Committee appointed by the MGM Deemed University / Grants Commission.
- ii) The report of the Committee shall be considered by the Commission. In the event of any adverse appraisal of the MGM University, the Commission may direct the MGM Deemed University to take immediate remedial measures. In the event of non-compliance of the Commission's directions within the specified period as determined by the UGC in this respect, the Commission shall have the right to recommend to the Government of India for the revocation of the Notification issued earlier declaring an MGM Deemed University as deemed to be university.

Article 26. RESIGNATION

Any member other than an ex-officio member of any authority may resign by a letter addressed to the Registrar and the resignation shall take effect as soon as it is accepted by the Chancellor as the case may be or the Chairman of the Board of Management.

Article 27. ACTING CHAIRMAN OF THE MEETING

Where no provision is made for a Chairman to preside over a meeting of an authority of the MGM Deemed University or any Committee of such authority, or if the Chairman so provided is absent, the members shall select one from amongst themselves to preside at such meeting.

Article 28. VALIDATION OF CERTAIN ACTS, DECISIONS

No Act or proceeding of any authority or any body or any Committee of the MGM Deemed University shall be invalid merely by reason of :

- a) Any vacancy therein or any defect in the constitution thereof; or
- b) Any defect in the nomination of appointment of a person acting as a member thereof, or
- c) Any irregularity in its procedure not affecting the merits of the case.

Article 29. DISQUALIFICATION

- (a) A person shall be disqualified for having chosen as and for being a member of any of the authorities of the MGM University.

- i) If he is of unsound mind or is deaf or mute or suffers from contagious disease, leprosy etc.
- ii) If he is an undischarged insolvent.
- iii) If he has been convicted by a court of law of an offence involving moral turpitude.
- (b) If any question arises as to whether a person is or has been subjected to any disqualification mentioned above, the question shall be referred for decision to the Chancellor and his decisions shall be final and no suit or proceeding shall lie in any civil court against such decision.

Article 30. FILLING OF CASUAL VACANCIES

Casual vacancies among the members (other than ex-officio members) of any authority or any other Committee of the MGM Deemed University shall be filled as soon as it may be convenient by the person or the authority who appointed or co-opted the member whose office has become vacant and the person appointed or co-opted to a casual vacancy shall be member of such authority or Committee for the residual term for which the person whose place he fills would have been a member.

Article 31. BYE-LAWS

Subject to the provisions of the Memorandum of Association and the Rules and Bye-laws, the Board of Management shall in addition to all other powers vested in it, have the power to frame Bye-laws which may provide for all or any of the following matters :

- a) Establishment of Departments of teaching and Halls of residence;
- b) The admission of students to the MGM Deemed University and their enrolment as such :
- c) The courses of study to be laid down for all degrees, diplomas and certificates of the MGM University;
- d) The grant of academic awards (such as degrees and diplomas) and distinctions;
- e) The fees to be charged for courses of study in the MGM Deemed University and for admission to the examination, degrees, diplomas and certificates of the MGM University.
- f) The institution of and prescription of the conditions of the award of fellowships, scholarships, studentships, medals and prizes :
- g) The conduct of examinations appointment of examiners and approval and publication of results thereof;
- h) The maintenance of discipline among the students;
- i) The maintenance of discipline among the employees of the MGM University;
- j) The conditions of residence and health of students of the MGM University
- k) The classification, emoluments, method of appointment, and the determination of the terms and conditions of service of the teaching staff of the MGM University;

- l) The constitution of pension, provident fund, insurance etc. for the benefit of the officers teachers Academic Staff and the other staff of the MGM University
- m) The establishment of special centers
- n) The creation, composition and functions of any committees or body, which is considered necessary for the work of the MGM University:
- o) The preparation and submission of budget estimates;
- p) The procedure for convening of meeting of any authority or committee;
- q) The laying down of procedures to be observed at any meeting of any authority or any committees:
- r) To constitute any other body as an authority of the MGM University.
- s) All other matters which by this Memorandum or the Rules maybe provided for by the Bye-laws provided that no Bye-laws shall be made affecting the condition of residence health of disciplines of student admission or enrolment of students, conditions, mode of appointment or duties of examiners or the conduct or standard of examinations or any course of study without consulting the Academic Council.
- j) Rules regarding affiliation and deaffiliation of institutions.

Article 32. INTERPRETATION CLAUSE

In the event of conflict of opinion with regard to interpretation of Memorandum of Association or the Rules and Bye-laws the opinion of the Chancellor shall prevail.

Article 33. INCOME AND PRPOERTY OF THE MGM DEEMED UNIVERSITY TO BE UTILISED FOR ITS OBJECT ONLY

The income and property of the MGM Deemed University howsoever derived shall be utilized solely for promoting the objects of the MGM Deemed University as set out in the Memorandum of Association.

Article 34. BAR ON PAYMENT OR TRANSFERENCE OF THE INCOME AND PROPERTY OF THE MGM UNIVERSITY BY WAY OF PROFIT

No portion of the income and property of the MGM Deemed University shall be paid or transferred directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit to the persons who were at anytime or are members of the MGM Deemed University or to any of them or any person claiming through them or any of them provided that nothing herein contained shall prevent the payment in good faith of remuneration to any member thereof or other person in consideration for any service rendered to the MGM Deemed University or for traveling or other allowances and such other charges.

Article 35. ADJUSTMENT OF INCOME AND PROPERTY ON DISSOLUTION OF THE MGM UNIVERSITY

On the winding up or dissolution of the MGM Deemed University there shall remain after the satisfaction of all its debts and liabilities, any property

whatsoever, the same shall not be paid or distributed among the members of the MGM Deemed University or any of them but shall be transferred to the MGM University, or other bodies in consultation with the agencies concerned who have helped in creation of those assets.

Article 36. LEGAL PROCEEDINGS

- i) For the purpose of Section 6 of the Societies Registration Act, 1860, the person in whose name the MGM Deemed University may sue or be sued shall be the Registrar.
- ii) No suit or legal proceedings shall lie against the Central Government or UGC or the MGM Deemed University or any Officer of the MGM Deemed University or a member of the authority of the MGM Deemed University in respect of anything done or purported or intended to be done in pursuance or any article of Memorandum of Association or the Rules or Bye-laws made there under.

Article 37. ALTERATION, AMENDMENTS, AND ADDITIONS IN THE RULES

The Rules and Bye-laws of the MGM Deemed University maybe altered, amended and added to by the Board of Management in accordance with the provision of the Societies Registration Act, 1860, as in force for the time being provided any such alterations, amendments and additions in the Rules of the MGM Deemed University shall become effective only after the receipt of concurrence of the Government of India.

Article 38. FUNDS, ACCOUNTS, AUDITS AND ANNUAL REPORTS.

- i) The funds of the MGM Deemed University shall be utilized solely for the purpose of the Society.
- ii) The accounts of the MGM Deemed University shall be maintained in the name of the MGM Deemed University and not in the name of a particular trust or Society whether financing or sponsoring the MGM Deemed University or not. The accounts of the MGM Deemed University shall be kept in such forms as may be laid down by the Board of Management and shall conform to the rules, if any, prescribed by the MGM Deemed University / University Grants Commission / the Government of India. The accounts of the MGM Deemed University will be open to examination by the Comptroller and Auditor General of the Government of India.
- iii) All funds belonging to the MGM Deemed University or under the control of the Board of Management shall be shown separately in the accounts of the MGM University.
- iv) Annual Reports and the Audit Reports shall be submitted to the Government of India within nine months of the closure of the accounting year for the purpose of being laid down on the table of the Parliament.
- v) The income and expenditure account, as also the annual financial statements and the Comptroller and Auditor General of India

through the Accountant General of the State concerned shall audit annual accounts.

- vi) The bank account :
MGM University's bank account shall be opened in any nationalized / scheduled bank and operated jointly by any two from President, Secretary and Treasurer.

RULES

Generally, the Rules can be framed for the following subject matters by the Board of Management.

- a) Procedure of meeting including Notice of meeting, period of Notice to be issued, Agenda, Minutes;
- b) Service conditions, qualifications, emoluments, security, appointment, classification of teaching staff.
- c) Pension, Provident Fund, Insurance, etc. for the benefit of employees of the Deemed University.
- d) Preparation and submission of Budget Estimates :
and all other matters which are to be provided by Bye-Laws.
Provided that the Board of Management will not pass any rules under (b) above without consulting the Academic Council or the draft of which is submitted by the Academic Council on its own.

REGULATIONS

Regulations can be made and passed by the Board of Management Generally on the following matters

- e) Courses of study, scheme of teaching and scheme of examination;
- f) All matters pertaining to examinations including appointment of paper-setters and examiners, cancellation of examinations, examinership etc.
- g) All matters pertaining to students discipline, admission, fees, hostels, health, play-grounds etc;
- h) Prescription of tests, condition of Award of Degrees, Diplomas, Certificates and other academic distinctions;
- i) Institutions and award of fellowships, freeships, scholarships, and their conditions; and all such matters of academic nature which may be required to be provided under Regulations. Provided that the Board of Management will not pass any Regulation unless a draft of the same is submitted by the Academic Council.
- j) The Board of Management will have the powers to frame Rules and Regulations for the subject matter not covered in the above clauses.

Article 39. CONVOCATION

The Convocation of the MGM Deemed University may be held in the manner as prescribed for conferring Degrees, Diplomas or any other academic distinction or for any other purpose.

CERTIFICATE

This is to certify that above is the true copy of Rule & Regulation “MGM Deemed University of Health Sciences”, Navi Mumbai.

Name, Designation and Signature of Management Committee Member :

Sr. No.	Name	Designation	Signature
1.	Shri. Kamal Kishore N. Kadam	Chairman	Sd/-
2.	Shri. Ankush N. Kadam	Secretary	Sd/-
3.	Shri. Prataprao Borade	Treasurer	Sd/-

Place :- Navi Mumbai

Date :- 30th March 2006.