**Proposed Amendment of Regulations**

1. Chapter I:  
**Courses Under Various Faculties and Conditions for Admissions**

Jadavpur Vidyapith College of Education in page 18-19 to be deleted.

   Part V: MIGRATION to be numbered as Part VI: MIGRATION
   
   Part V: FACULTY OF INTER-DISCIPLINARY STUDIES,
   LAW AND MANAGEMNET

16. **COURSES** (offered by different Schools and Institutes)

   (I) Undergraduate courses – All courses as may be offered by the School/Institute concerned and approved by the competent and regulatory authorities from time to time.

   (II) Post-Graduate Courses -- All courses as may be offered by the School/Institute concerned and approved by the competent authority of the university from time to time.

   (III) M.Phil Courses -- All courses as may be offered by the School/Institute concerned and approved by the competent authority of the university from time to time.

   (IV) Diploma/Certificate Courses -- All courses as may be offered by the School/Institute concerned and approved by the competent authority of the university from time to time.

17. **Course Affiliation:**

   Under-graduate/Post-graduate Courses offered by a School/Institute may be affiliated to the Faculty of Arts, Faculty of Engineering and Technology or Faculty of Science as may be relevant, on the recommendation of the Academic Committee of the School/Institute concerned and approval of the Faculty Council of the Inter-Disciplinary Studies, Law and Management, and the relevant Faculty of Council. Accordingly degree offered for such affiliated courses will BA/B.Tech./B.Sc./MA/M.Sc/M.Tech degree as may be relevant.

18. **Procedures for Admissions**

   As may be decided by the Admission Committee/Doctorate Committee on the recommendation of the Academic Committee of the School/Institute concerned and approved by the Faculty Council of Inter-Disciplinary Studies, Law and Management.

19. **Intake (Subject to the revision by Executive Council)**

   As may be decided by the Admission Committee/Doctorate Committee on the recommendation of the Academic Committee of the School/Institute concerned and approved by the Faculty Council of Inter-Disciplinary Studies, Law and Management.
2. Chapter II:

Provisions relating to Doctorate Degrees

PREAMBLE

17. (iii) Ph.D. in relevant discipline/subject offered by the Schools/Institutes in the Faculty of Inter-Disciplinary Studies, Law and Management.

Of the two categories ……………..guidance will be necessary. Ph.D. degrees in Arts, Science, Engineering/Pharmacy and in disciplines/subjects offered by the Schools/Institutes in the Faculty of Inter-Disciplinary Studies, Law and Management are to be considered as ………… in clause 24 below.

Part – I

- Inclusion of new Ph.D. rules effective since 2010 (in consonance with UGC 2009 regulations and as available in the university website)

New Chapter Inclusions in the Regulation

Chapter VII

Composition, Powers and Functions of Academic Committee of School/Institute

Part I: Composition of Academic Committee

98. Each Academic Committee shall consist of –
(i) Vice Chancellor – Chairman
(ii) Head/Director of the Institute/ School – Vice Chairman
(iii) All whole time permanent teachers in substantive posts of the School/ Institute Concerned
(v) Not more than five permanent teachers of the University who are teaching courses offered and/or participating in the research activity/programme of the school/institute concerned, nominated by the Faculty Council of Inter-Disciplinary Studies, Law and Management on the recommendation of the Head/Director of the school/institute concerned.
(vi) Two subject experts from outside the University having expert knowledge in the subject concerned as nominated by the Vice Chancellor

The Chairman of the Academic Committee may co-opt subject experts in the relevant field of study/ research as member on the recommendation of the Academic Committee.
Part II: Powers and Functions of Academic Committees of Schools/Institutes

99. Each Academic Committee shall be primarily responsible for efficient running of the School/Institute concerned and maintaining a high standard.

100. (i) The Academic Committee shall ordinarily meet at least four times in a year, but in case of more than one-third of its members request the Director/Head of the School/Institute in writing to convene a requisition meeting, the Director/Head of the School/Institute shall convene such a meeting with 7 days’ notice.
(ii) One third of the total number of members of the Academic Committee plus one shall form the quorum for a meeting.
(iii) The Dean of the Faculty Council of Inter-Disciplinary Studies, Law and Management shall be invited to attend all meetings of the Academic Committee.
(iv) In absence of the Vice Chancellor and the Director/Head of the School/Institute in any meeting, the members present shall elect a Chairperson for the meeting.

101. (a) Each Academic Committee shall perform the following functions:
(i) Allocation of teaching duties of each teacher in the School/Institute
(ii) Allocation of sanctioned funds for efficient working of the School/Institute
(iii) To consider the reports placed by the Head/Director of the School/Institute at the end of the semester in respect of courses assigned to and taken by the teachers of the School/Institute.
(iv) To submit the annual report of the School/Institute to the Faculty Council of Inter-Disciplinary Studies, Law and Management
(v) To cooperate with other Faculty Councils/Board of Studies/Academic Committees in the matter of inter-disciplinary teaching and research
(vi) To delegate whenever expedient, any of its powers and functions to the Head/Director of the School/Institute, Heads of Sections, if any, and Sub-Committees formed of its own members.
(vii) To exercise all other powers and perform all other functions conferred and imposed on it by the appropriate authorities.
(viii) To conduct research in inter-disciplinary areas.

102. Each Academic Committee will make recommendations to the Faculty Council of Inter-Disciplinary Studies, Law and Management regarding:
(i) courses of study and syllabus for various examinations in the subject of teaching concerned
(ii) affiliation of a course offered by the School/Institute to another Faculty of the university
(iii) improvement in the method of instruction, study and examination and development of teaching facilities and related infrastructure
(iv) creation and institution of teaching posts and duties thereof
(v) to prescribe qualifications for teaching posts of the School/Institute in respect of fields of specialization, provided that such fields are not repugnant to the intents and purposes of the authority that sanctioned the posts;
(vi) constituting or re-constituting the School/Institute and starting of organized research units or sections
(vii) preparation of panel of experts for the purpose of appointment of teachers (the specific fields of specialization of the experts being clearly stated).

(viii) consider and recommend proposals for research programmes and projects in the School/Institute and decide on their means of functioning.

103. Each Academic Committee will prepare the draft budget for the School/Institute for onward transmission to the Finance Officer.

Chapter VIII
Head/Director of the Institutes/Schools and his/her Powers and Functions

104. (a) (i) In every School/Institute of the university under the Faculty of Inter-Disciplinary Studies, Law and Management there shall be a Head/Director of the School/Institute who shall be appointed by the Vice Chancellor from amongst the permanent teachers appointed in the substantive post in the School/Institute concerned, not below the rank of Associate Professor, for a maximum of two consecutive terms of three years each.

Provided that there is no Professor/Associate Professor appointed in the substantive post in the School/Institute concerned, the Vice Chancellor shall appoint a Director of the School/Institute concerned from amongst the permanent teacher-members of its Academic Committee, not below the rank of Associate Professor.

(ii) In every school/institute where there are both Professors and Associate Professors, Professors shall be deemed to be senior in rank to Associate Professors.

(iii) The appointment of Director of the School/Institute by the Vice Chancellor shall be reported to the Executive Council.

(b) A teacher shall cease to be the Director of the School/Institute on attaining the age of superannuation.

(c) A teacher who has already held the office of the Director of the School/Institute for four years or more on the date or before the date of coming into force of the Act/Statute/Regulations and amendments thereof may be appointed by the Vice Chancellor for another term of three years.

(d) A Director of the School/Institute may resign his office by writing under his hand to the Vice Chancellor.

(e) If there is a temporary vacancy in the office of the Director of the School/Institute, the Vice Chancellor shall appoint a Director in accordance with the provisions in paragraph (a) above.
105. Powers and Functions of the Head/Director of an Institute/School:

(a) The Director of the School shall be in overall charge of the school, and shall exercise general supervision over the teaching and non-teaching staff of the department.

(b) S/he shall take necessary action for the holding of regular classes in the school and for keeping the departmental libraries, laboratories, workshops, etc. in good conditions with the assistance of the teaching and non-teaching staff of the school.

(c) S/he shall take necessary action for the implementation of the decisions of the Academic Committee, subject to the provisions of the University Statutes, Ordinances and Regulations and specific directives, if any, from appropriate authorities.

(d) S/he shall be responsible for the faithful observance of all the directives of the Executive Council, Faculty Council and other appropriate authorities relating to academic as also administrative matters applicable to the school.

(e) S/he shall help the Dean of the Faculty Council in framing the class routine for the school and shall co operate with him/her in all academic matters.

(f) S/he may call for reports at the end of the semester session from all teachers of the school in respect of the courses assigned to and taken by them and place these reports before the Academic Committee.

(g) S/he shall cooperate with Heads of other schools, centres and departments of the University in the matter of teaching and research.

(h) S/he shall cooperate with the Dean of the Faculty Council and the Controller of Examinations in matters of holding and conducting university examinations concerning the department and quick publication of results.

(i) S/he shall take active interest in all academic programmes of the school.

(j) S/he shall have the power to allocate/re-allocate duties to the non-teaching staff in consultation with Heads of Sections, if any, in the interest of the department.

(k) S/he shall recommend the names of paper-setters and examiners to the Controller of Examinations for different University examinations.

(l) S/he shall have the power to report to the vice-chancellor in the case of teachers of the school, and to the Registrar in the case of teachers of the department, and to the Registrar in the case of other employees of the school, in respect of gross misconduct or negligence of teaching, examination and other duties on the part of the teachers/employees.
(m) As Vice-Chairperson of the Academic Committee, s/he shall preside at its meetings in the absence of the Vice-Chancellor.

(n) S/he shall prepare the agenda for the meeting of the Academic Committee and arrange for circulation of the minutes to the members or for making the minutes otherwise available to the members for perusal and scrutiny.

(o) S/he shall perform such other duties and exercise such other powers as may be decided from time to time by the Vice-Chancellor and/or the Executive Council, or as may be delegated to him by any other appropriate authorities.

Chapter IX
Joint Director of a School and his/her Powers and Functions

106. (a) (i) In every School of the university under the Faculty of Inter-Disciplinary Studies, Law and Management there shall be a Joint Director of the School who shall be appointed by the Vice Chancellor from amongst the permanent teachers appointed in the substantive post of the School concerned, who is, preferably, in service in the university for at least three years, for a maximum of two consecutive terms of three years each.

Provided that there is only one teacher in substantive post of the School concerned, the Vice Chancellor may re-appoint the Joint Director to continue to hold such office till such time when a new teacher is appointed in the substantive post in the School concerned and is deemed eligible for Joint Director in consonance with (a) (i) above.

(ii) The appointment of Joint Director of the School by the Vice Chancellor shall be reported to the Executive Council.

(b) A teacher shall cease to be the Joint Director of the School on attaining the age of superannuation.

(c) A teacher who has already held the office of the Joint Director of the School on the date or before the date of coming into force of the Act/Statute/Regulations and amendments thereof, but is not appointed in the substantive post in the School concerned, shall make over charge to the incumbent appointed by the Vice Chancellor in accordance with the provisions in paragraph (a) above, provided there is at least one teacher appointed in the substantive post in the School concerned. A teacher, appointed in the substantive post in the School concerned, who has already held the office of the Joint Director of the School on the date or before the date of coming into force of the
Act/Statute/Regulations and amendments thereof, shall continue to hold such office till s/he completes two terms of three years each.
(d) A Joint Director of the School/Institute may resign his office by writing under his hand to the Vice Chancellor.

106. Powers and Functions of the Joint Director of a School:

(a) The Joint Director of a school shall carry out the routine duties of the Director in his/her absence.
(b) S/he shall take active interest in all academic programmes of the school.
(c) S/He shall perform such other duties as may be assigned to her/him by the Vice Chancellor.

New Chapters in Regulations (Contd.)

Chapter X

Powers and functions of Different Committees

107. The Committee for Gender Awareness and Action Against Sexual Harassment shall have the following powers and functions:

1. Prevent discrimination and sexual harassment against women, by promoting gender amity among students and employees;

2. Make recommendations to the changes/elaborations in the Rules for students in the Prospectus and the Bye-Laws, to make them gender just and to lay down procedures for the prohibition, resolution, settlement and prosecution of acts of discrimination and sexual harassment against women, by the students and the employees;

3. Deal with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment;

4. Recommend appropriate punitive action against the guilty party to the Director.

109. Powers and Functions of the Equal Opportunity Cell

Equal Opportunity Cell shall have the following powers and functions for improving learning and capacity building among the deprived groups like the Scheduled Castes, Scheduled Tribes, OBC(non-creamy layer) and Minorities. In particular the Cell will:
1. arrange for remedial coaching at UG and PG level for these groups to improve the academic skills, linguistic proficiency and their level of comprehension of basic subjects.

2. organize specific scheme of coaching for Scheduled Castes Scheduled Tribes, OBC(non-creamy layer), Minorities in order to enhance their employability and success.

3. provide career guidance and psychological counseling for capacity building to those who are in need of such counseling

III. Powers and Functions of the Anti-Ragging Committee

IV. Powers and Functions of the Institutional Ethics Committee