

# Acharya Narendra Deva University of Agriculture & Technology

## Kumarganj- 224 229, Ayodhya (U.P.)



## ADMINISTRATIVE POLICY



## **Powers of the University:**

The University shall have the following powers:

- (1) to provide for instruction in agriculture, rural industry and business and allied sciences and in such other branches of learning as the University may think fit;
- (2) to make provision for research and for the advancement and dissemination of knowledge and for extension programmes;
- (3) to institute degrees, diplomas and other academic distinctions;
- (4) to hold examination for and to grant and confer degrees, diplomas and other academic distinctions to and on person who-
  - (a) shall have pursued a course of study as prescribed, or;
  - (b) shall have carried on research in the University or in an institution recognized in this behalf by the Statutes;
- (5) to confer honorary degrees or other distinctions in the manner and under conditions laid down in the Statutes.
- (6) to grant such diplomas to, and to provide such lectures and instruction for, field workers and other persons not being students of the University, as the University may determine;
- (7) to cooperate with other Universities and authorities in such manner and for such purposes as the University may determine;
- (8) to institute teaching, research and extension posts required by the University and to appoint persons to such posts;
- (9) to institute and award fellowships (including travelling fellowships), scholarships and prizes in accordance with the Statutes;
- (10) to institute and maintain residential accommodation for students of the University;
- (11) to demand and receive such fees and other charges as may be prescribed;

(12) to supervise and control the residential accommodation and to regulate the discipline of students of the University and to make arrangements for promoting their health and welfare;

(13) to create administrative, ministerial and other necessary posts and to make appointments thereto; and

(14) to do all such acts and things, whether incidental to the powers aforesaid or not, as may be requisite in order to further the objects of the University.

**Territorial Jurisdiction for certain purposes:**

The powers of the University under section 6 shall with respect to the Extension, Training and Research be exercisable in respect of the area for the time being specified against it in the Schedule.

**Visitation :**

(1) The State Government shall have the right to cause an inspection to be made by such person or persons, as it may direct, of the University, its buildings, laboratories and equipment and of any institution maintained by the University and to cause an enquiry to be made in like manner in respect of any matter connected with the administration and the finance of the University.

(2) The State Government shall in every case give notice to the University of its intention to cause inspection or enquiry to be made, and the university shall be entitled to appoint a representative who shall have the right to be present and be heard a such inspection or enquiry.

(3) The State Government may address the Board with reference to the result of such inspection and enquiry with such advice as the State Government may offer regarding the action to be taken.

(4) The Board shall communicate to the State Government such action, if any, as it proposes to take or has taken upon the result of such inspection or enquiry.

(5) If the Board does not, within a reasonable time, take action to the satisfaction of the State Government, the State Government may, after considering any

explanation furnished or representation made by the said Board issue such directions as it may think fit and the Board shall be bound to comply with such directions.

**Officers and authorities of the University :**

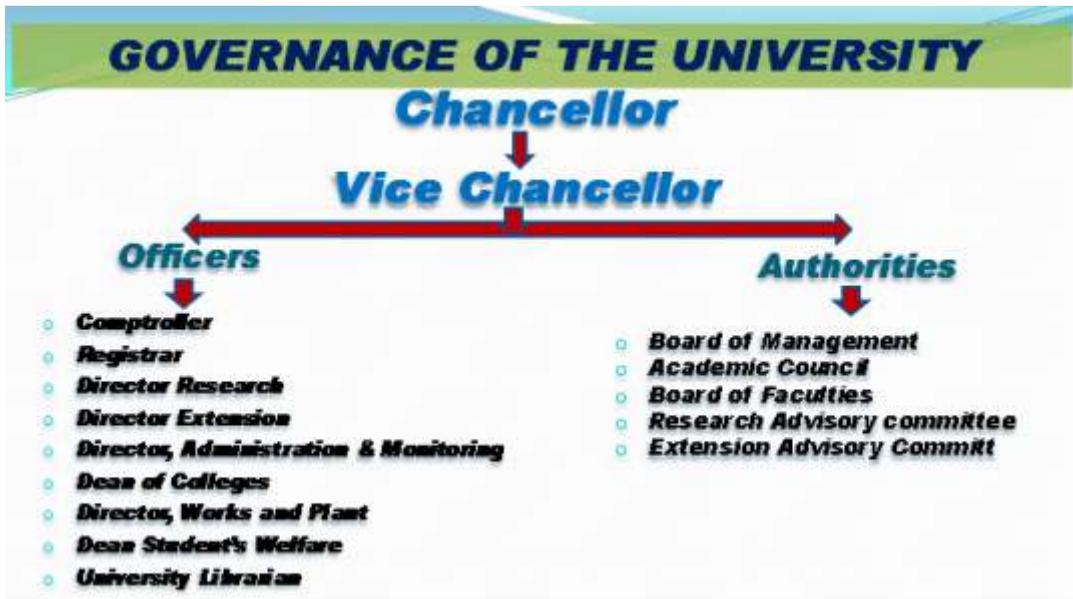
The following shall be the officers and authorities of the university :

*(A) Officers of the University*

- (i) The (Kuladhipati)<sup>1</sup>
- (ii) The (Kulpati)<sup>1</sup>
- (i) The Comptroller
- (iv) The (Kul-Sachiv)<sup>1</sup>
- (v) The Dean of Student Welfare
- (vi) The Deans of Faculties
- (vii) The Director of the Agriculture Experiment Station.
- (viii) The Director of Extension, and
- (ix) Such other persons in the service of the University as may be declared by the Statutes to be officers of the University.

*(B) Authorities of the University :*

- (i) The Board of management,
- (ii) The Academic Council,
- (iii) The Boards of Faculties, and
- (iv) Such other authorities as may be declared by the Statutes to be authorities of the University.



### The Kuladhipati:

(9) (1) The Government of Uttar Pradesh shall be the (Kuladhipati)<sup>1</sup> of the University. He shall by virtue of his office, be the head of the university, and shall, when present preside at any Convocation of the University.

(2) The (Kuladhipati)<sup>1</sup> shall have such other powers as may be conferred on him by this Act or the Statutes.

### Constitution, power and duties of the Board :

The Board shall consist of the following members:

#### Ex-Officio Members

- (a) Kulpati<sup>1</sup>
- (b) The Secretary to the Government in the Agriculture Department.
- (c) (c) The Secretary to the State Government in the Finance Department.
- (d) (d) The Secretary to the State Government in the Education Department.
- (e) (e) The Director of Agriculture, U.P.
- (f) (f) The Director of Animal Husbandry, U.P.

## **Other Members:**

(g) Two members of the Legislative Assembly of the State to be elected by the said Assembly.

(h) One member of the Legislative Council of the State to be elected by the said Council.

(i) Five members nominated by the State Government being respectively :

(i) an eminent agricultural scientist

(ii) a progressive farmer

(iii) a live-stock breeder

(iv) a distinguished industrialist or manufacturer having special knowledge of or practical experience in agricultural development.

(v) An outstanding women social worker, preferably having background of rural advancement.

(j)\*One representative of the Indian Council of Agricultural Research; and

(k)One representative of the Registered Graduates elected in the manner prescribed.

(2) The Kulpati<sup>1</sup> shall be ex-officio Chairman of the Board.

(3) The nomination and election of members of the Board, other than ex-officio members shall be notified by the State Government in the Gazette.

(4) The term of office of members of the Board, other than ex-officio members, shall be three years commencing from the respective dates of notification of their nomination or election under sub-section (3).

Provided that the term of office of any such member elected or nominated to fill a causal vacancy shall be the residue of the predecessor's term.

(5) Notwithstanding anything contained in subsection (4), upon the first constitution of the Board after the eighteenth day of January, 1966, provision shall be made in the Statutes for curtailing the term of the office of some of the

members referred to in the said sub-section in order that, as nearly as may be, one-third of the members shall retire every year thereafter.

(6) Members shall serve without pay, but shall be entitled to daily allowance and travel expense, to be paid from the budget of the University.

(7) The powers and duties of the Board shall be as below;

- (a) to approve the budget submitted by the (Kulpati)<sup>1</sup>;
- (b) to appoint the members of the academic and administrative staff of the University in the manner prescribed;
- (c) to hold and control the property and funds of the University and issue any general directive in that behalf;
- (d) to accept the transfer of any movable or immovable property on behalf of the University.
- (e) to administer any funds placed at the disposal of the university for specific purposes;
- (f) to invest moneys belonging to the University;
- (g) to direct the form and use of the Common seal of the University;
- (h) to appoint such committees either standing or temporary, as it deems necessary for its proper functioning;
- (i) Subject to the provisions of sub section (1) of section<sup>11</sup> to appoint a (Kulpati)<sup>1</sup>.
- (j) to borrow money for capital improvements and make suitable arrangements for its repayment;
- (K) to meet at such time and in such places as it deems necessary, provided however, that it shall hold one regular meeting at least every two months, and provided further that at least one-half of its regular meetings be held at the University; and
- (l) to regulate and determine all matters concerning the University in accordance with this Act and the Statutes and to exercise such powers and to discharge such duties as may be conferred or imposed on it by this Act and the Statutes.

## **The Kulpati**

(1) The Kulapati shall be a whole-time officer of the University. The first (Kulpati)<sup>1</sup> after the commencement of the Uttar Pradesh Krishi Vishwavidyala (Sanshodhan) Adhyadesh, 1966 shall be appointed by the Kuladhipati. The subsequent Kulapati shall be appointed by the Kuladhipati out of a panel of three persons nominated by a committee consisting of a representative of the Board chosen in the prescribed manner and two other members appointed by the state Government.

(2) The term of office of the Kulapati shall be three\* years.

(3) No person shall be eligible to hold the office of the Kulapati for more than three\*\* terms.

(4) The emoluments and other conditions of service of Kulapati shall be such as may be prescribed and shall not be varied to his disadvantage after his appointment.

(5) The Kulapati may relinquish office by resignation in writing addressed to the Kuladhipati. The resignation shall ordinarily be delivered to the Secretary of the Kuladhipati sixty days prior to the date on which the Kulpati wishes to be relieved.

(6) In any of the following circumstances (of the existence of which the Kuladhipati (Chancellor shall be the sole judge), the Kuladhipati (Chancellor) may appoint any suitable person to the office of Kulpati (Vice Chancellor) for such term not exceeding six months, as he may specify :

(a) Where as vacancy in the office of Kulpati (Vice-Chancellor) occurs or is likely to occur, by reason of leave or any cause not being expiry of term.

(b) Where as vacancy in the office of Kulpati (Vice-Chancellor) occurs and it cannot be conveniently and expeditiously filled in.

(c) Any other emergency.

“Provided that the Chancellor (Kuladhipati) may from time to time extend the term of appointment of any person to the office of Vice-Chancellor (Kulpati) under this subsection, so however, that the total term of such appointment (including the term fixed in the original order) does not exceed one year.”

(7) Until the vacancy is filled under sub-section (6) or until such time as the

Kuladhipati appoints a Kulpati the Kul Sachiv shall carry on the current duties of the office of the Kulpati

### **Powers and duties of the Kulpati**

(1) The Kulpati shall be the principal executive and academic officer of the University, and shall in the absence of the Kuladhipati, preside at any convocation of the University. He shall be an ex-officio member and Chairman of the Academic Council, and an ex-officio member of the Board.

(2) It shall be the duty of the Kulpati to ensure the faithful observance of the provisions of this Act and the Statutes and he shall, without prejudice to powers of the Kuladhipati under section 23, possess all such powers as may be necessary in that behalf.

(3) The Kulpati shall have power to convene meetings of the Academic Council

Provided that he may delegate his power to any other officer of the University.

(4) The (Kulpati)<sup>1</sup> shall exercise general control over the affairs of the University and shall be responsible for the due maintenance of discipline in the University.

(5) The (Kulpati)<sup>1</sup> shall be responsible for the presentation of the Budget and the statement of account to the Board.

(6) In any emergency, which in the opinion of the Kulpati, requires immediate action to be taken he shall take such action as he deems necessary, and shall at the earliest opportunity report the action taken to the officer, authority or other body who or which in the ordinary course would have dealt with the matter, but nothing in this sub-section shall be deemed to empower the Kulpati to incur any expenditure not duly authorized and provided for in the budget.

(7) Where any action taken by the Kulpati under sub-section (6) affects any person in the service of the University to his disadvantage, such person may prefer an appeal to the board within thirty days of the date on which the action is communicated to him.

(8) Subject as aforesaid the Kulpati shall give effect to the orders of the Board regarding the appointment, suspension and dismissal of officers, professional staff and other employees of the University.

(9) The Kulpati shall in convocation confer degrees on the persons entitled to receive them, provided that when the Kuladhipati is present he may himself confer any or all the degrees.

(10) The (Kulpati)<sup>1</sup> shall be responsible for a close coordination and integration of teaching, research and extension.

(11) the (Kulpati)<sup>1</sup> shall exercise such other powers as may be prescribed.

### **The Comptroller**

(1) The comptroller shall be a whole-time officer of the University and\* shall be appointed by the State Government on such terms and conditions as it may think fit.\*

(2) He shall be ex-officio Secretary of the Board.

(3) The provisions relating to the filling of temporary vacancies and arrangements for the carrying on of current duties contained in sub section (6) and (7) of section 11 shall mutatis mutandis apply to the office of Comptroller.

(4) The Comptroller shall manage the property and investments of the University and advice in regard to its financial policy. He shall be responsible for the preparation of the Budget, and statement of accounts for presentation to the Kulpati.

(5) The Comptroller shall have the duty –

(a) to ensure that no expenditure not authorized in the budget is incurred by the University otherwise than by way of investment, and

(b) to disallow any expenditure which may contravene the terms of any statute, or for which provision is required to be made by Statutes, but has not been so made.

### **The Kul Sachiv**

14 (1) The Kul Sachiv shall be whole-time officer of the University and shall be appointed by the Kulpati subject to the approval of the Board.

(2) The salary and allowances payable to the Kul Sachiv shall be as prescribed.

(3) The Kul Sachiv shall be responsible for the due custody of the records and the Common Seal of the University. He shall be ex-officio Secretary of the Academic Council, and shall be bound to place before it all such information as may be necessary for the transaction of business. He shall receive applications for entrance of the University and shall keep a permanent record of all courses, curricula and other information as deemed necessary.

(4) The Kul Sachiv shall be responsible for the conduct of the examinations as prescribed and make all other arrangements necessary therefor and be responsible for the due execution of all processes connected therewith.

(5) The Kul Sachiv shall perform such other duties as may be prescribed or required from time to time by the Board or the Kulpati.

(6) The Kul Sachiv shall not be offered, nor shall he accept any remuneration for any work in the University save such as may be provided for by the Statutes.

### **Dean of Student Welfare**

(1) The Dean of student welfare be a whole time officer of the University and shall be appointed by the Kulpati subject to the approval of the Board.

(2) The salary and allowances payable to the Dean of Student Welfare be as prescribed.

(3) The Dean of Student Welfare shall have the following duties:

(a) to make arrangement for the housing of students;

(b) to direct a programme of student counselling;

(c) to arrange for employment of students in accordance with plans approved by the Kulpati.

(d) to supervise the extra-curricular activities and needs of students;

(e) to assist in the placement of graduates who leave the University; and

(f) to organize and maintain contact with the alumni of the University.

## **The Academic Council**

(1) The Academic Council shall be in charge of the academic affairs of the University and shall, subject to the provisions of this Act and the Statutes have the control and general regulation of, and be responsible for, the maintenance of standards of instruction, education and examination and for the requirements for obtaining degrees, and shall exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Statutes, it shall have the right to advise the Kulpati on all academic matters.

(2) The constitution of the Academic Council and the term of office of its members shall be prescribed.

## **The Faculties**

(1) The University shall include such Faculties as may be prescribed.

(2) Each Faculty shall comprise such departments as may be prescribed and subjects of study shall be assigned to various departments by the Statutes.

(3) There shall be a Board of each Faculty the constitution and powers of which shall be prescribed.

(4) There shall be a Dean of each Faculty who shall be chosen in such manner and for such period as may be prescribed.

(5) The Dean shall be the Chairman of the Board of the Faculty and be responsible for the due observance of the Statutes and Regulations relating to the Faculty. He shall be further responsible for the organization and conduct of teaching, research and extension work of the departments comprised in the Faculty.

(6) There shall be a Head in each Department who shall be responsible to the Dean for the organization and operation of the Department.

(7) The appointment, duties powers and functions of the Head of Department, shall be as prescribed.

## **Agricultural Experiment Station:**

(1) An Agricultural Experiment Station shall be established in the University. Subject to the provisions of this Act and the Statutes, it shall have responsibility for

research both fundamental and applied, in all Faculties.

(2) There shall be a Director of the Experiment Station\* who shall be appointed by and be responsible of the Kulpati.

(3) The Director of the Experiment Station shall be a whole-time officer, technically trained in agriculture. He shall keep proper records of the projects and receive reports of progress of research for publication in the manner prescribed.

**Agricultural and Home Science Extension Service :**

(1) An Agricultural and Home Science Extension Service shall be established in the University and shall subject to provision of this Act and the Statutes, make useful information available to the farmers and housewives to help them solve their problems and take measures such as the establishment of youth clubs for developing in young people interest in agriculture.

(2) There shall be a Director of Extension\*\* who shall be appointed by and be responsible to the Kulpati.

(3) The Director of extension shall be a whole-time officer technically trained in agriculture, who shall plan and execute a programme of extension work based upon the results of research.