

मुख्य पोस्ट मास्टर जनरल डाक  
परिमंडल, के पत्र क्रमांक 22/153,  
दिनांक 10-1-06 द्वारा पूर्व भुगतान  
योजनान्तर्गत डाक व्यय की पूर्व अदायगी  
डाक द्वारा भेजे जाने के लिए अनुमत.



पंजी. क्रमांक भोपाल डिवीजन  
म. प्र.-108-भोपाल-09-11.

# मध्यप्रदेश राजपत्र

## ( असाधारण )

### प्राधिकार से प्रकाशित

क्रमांक 524 ]

भोपाल, मंगलवार, दिनांक 28 सितम्बर 2010—आश्विन 6, शक 1932

कार्यालय, कुलाधिपति, मध्यप्रदेश पशु चिकित्सा एवं विज्ञान विश्वविद्यालय, जबलपुर

राजभवन, भोपाल, दिनांक 28 सितम्बर 2010

क्र. 1563-रास-यू.ए.-5-2010.—मध्यप्रदेश पशु चिकित्सा विज्ञान विश्वविद्यालय अधिनियम, 2009 की धारा 42 (5) के तहत प्रदत्त शक्तियों का प्रयोग करते हुए, महामहिम कुलाधिपतिजी द्वारा धारा 51 (4) के अंतर्गत विश्वविद्यालय की विद्या परिषद द्वारा संलग्न परिशिष्ट अनुसार तैयार किये गये एवं प्रबंध बोर्ड द्वारा अनुमोदित मध्यप्रदेश पशु चिकित्सा विज्ञान विश्वविद्यालय के प्रथम परिणियम, 2010 पर अनुमोदन प्रदान किया गया है.

कुलाधिपति, मध्यप्रदेश पशु चिकित्सा एवं विज्ञान विश्वविद्यालय,  
जबलपुर के आदेशानुसार,  
शैलेन्द्र कियावत, राज्यपाल के उपसचिव.

MADHYA PRADESH PASHU CHIKITSHA VIGYAN VISHWAVIDYALAYA, JABALPIJR  
STATUTES  
CHAPTER I—GENERAL

1. Short title and commencement.—

- 1.1 These Statutes may be called the “M. P. Pashu Chikitsha Vigyan Vishwavidyalaya Statutes - 2010”  
1.2 They shall come into force with effect from the date of publication in the Madhya Pradesh Gazette.

2. Definitions.—In these Statutes, unless the context otherwise requires :—

- 2.1 “Act” means the “M.P. Pashu Chikitsha Vigyan Vishwavidyalaya Act 2009”  
2.2 “Section” means a section of the Act;

3 Words and expressions used but not defined in these Statutes, shall have the meaning assigned to them in the Act.

#### CHAPTER II—OFFICERS OF THE VISHWAVIDYALAYA

4. "Officers" of the Vishwavidyalaya shall be those as defined in Section 9 of the Act.

- 4.1 "Other Officers" In addition to officers as defined in Section 9 of the Act, the following shall also be the Officers of the Vishwavidyalaya.
- 4.2 Director of Centre for Wildlife Forensic and Health
- 4.3 Director of Animal Biotechnology
- 4.4 Director of Farms
- 4.5 Vishwavidyalaya Librarian
- 4.6 Estate Officer
- 4.7 Such other persons as may be declared by the Statutes to be the Officers of the Vishwavidyalaya.

#### CHAPTER III—AUTHORITIES OF THE VISHWAVIDYALAYA

##### 5. Board.—

- 5.1 The Chancellor shall constitute the Board of Management in accordance with provisions under Section 22 of the Act and the first Vice-Chancellor shall make arrangements for constituting the Board of Management as per Section 51 of the Act.
- 5.2 The nominated members of the Board, other than ex-officio members shall hold office for a term of three years as per Section 22(5) of the Act. The powers of the Board shall be those as laid down in Section 23 of the Act. Regulations or procedure in regard to transaction of business at its meeting shall be as may be prescribed by Regulations.

##### 6. Academic Council.—

- 6.1 The Academic Council shall consist of members as laid down in Section 26 of the Act. The terms of the office of the members of the Academic Council other than the ex-officio members shall be three years as laid down in Section 26(3) of the Act.
- 6.2 The Academic Council shall exercise general control on teaching and other educational programmes and maintenance of the standard of teaching and examination. The Academic Council shall make Regulations as provided in Section 27 of the Act for enrolled students of the Vishwavidyalaya.

##### 7. Faculties.—

7.1. The Vishwavidyalaya shall have the following Faculties;

- (i) Faculty of Veterinary Science & Animal Husbandry;
- (ii) Faculty of Fisheries Science;
- (iii) Faculty of Dairy Science and Technology;  
and other Faculties as and when required to meet out the requirements of new subjects/  
institutions as per Section 28( 1) of the Act.

7.2 " Each faculty shall consist of the following members :—

- |     |                                                                                                |   |          |
|-----|------------------------------------------------------------------------------------------------|---|----------|
| (a) | Dean of the Faculty                                                                            | — | Chairman |
| (b) | All Directors including Director of Animal Biotechnology                                       | — | Member   |
| (c) | All Deans of Colleges.                                                                         | — | Member   |
| (d) | Dean Students Welfare                                                                          | — | Member   |
| (e) | Heads of the Department in the Faculty.                                                        | — | Member   |
| (f) | Controller of Examination                                                                      | — | Member   |
| (g) | Registrar or his nominee                                                                       | — | Member   |
| (h) | Two Heads of the Sections from each college.                                                   | — | Member   |
| (i) | Three Sr.Scientist/ Assoc. Professor in consultation with Directors for a period of two years. | — | Member   |
| (j) | Special invitees as and when felt necessary in the academic interest.                          | — | Member   |

7.3 Each Faculty shall be responsible to its Dean of the Faculty.

7.4 Each Faculty shall draw up a college organizational plan which provides for such departments as deemed appropriate and shall define the scope of the work to be done by the College and the various departments comprised in each such Faculty.

7.5 Each Faculty shall consider and make such recommendations to the Academic Council on any question pertaining to its sphere of work as may appear to it necessary or on any matter referred to it by the Academic Council.

7.6 Each Faculty shall consider syllabus recommended by the VCI/CAR and suggested by the Board of studies and also develop curricula and course outlines to meet the degree requirements of the Vishwavidyalaya and shall provide teaching laboratory and field experiences and other opportunities for learning and shall participate in research and extension activities in accordance with the objective of the Vishwavidyalaya.

7.7 A Faculty shall recommend to the Board for its consideration that degree be conferred on passed out students who have fulfilled the degree requirements as laid down by the Faculty and Vishwavidyalaya.

7.8 A Faculty shall also design with the consultation of Director of Extension Education/Director of Instruction. Diploma or Certificate or Training courses for farmers, fisherman, dairyman, livestock and pet owners and others who are not enrolled in the college in the public interest.

7.9 A Faculty shall assist the Research Directorate on the development of plans for the conduct of research work aimed at practical solution to Livestock, Fisheries, Dairy Technology and matter ancillary thereto.

## Board of Studies

8. There shall be a Board of studies for each of the Faculty, as per Section 29 of the Act. The constitution and function of the Board of studies shall be as under:—

- |     |     |                                                                                                            |   |          |
|-----|-----|------------------------------------------------------------------------------------------------------------|---|----------|
| 8.1 | (a) | Head of the Department concerned                                                                           | — | Chairman |
|     | (b) | Two senior teachers of the relevant subject of each campus being nominated by the Director of Instruction. | — | Member   |

- |     |                                                                                                                          |   |                      |
|-----|--------------------------------------------------------------------------------------------------------------------------|---|----------------------|
| (c) | Two nominee of the relevant subject by the Director of Instruction from Research and Extension field.                    | — | Member               |
| (d) | One external member to be nominated by the Director of Instruction who has special contribution in the field of studies. | — | Member               |
| (e) | Registrar                                                                                                                | — | Member and Secretary |

8.2 The Board of studies shall have the duty, namely:—

- (a) To prepare course outline of each subjects of study in the department for preparation of degree requirement;
- (b) To review syllabus and course contents regularly and recommend the modifications to keep pace with changing knowledge base and requirements of the farmers/fisherman/dairyman and poultryman etc.;
- (c) To prepare schemes for translation of text books in the subject(s) and also prepare popular publications/hand bills which can be useful to those whose livelihood is based on livestock, fisheries, dairy or poultry etc.;
- (d) Any other work assigned from time to time by the different Directorates/ Faculties for consideration of the Board of Studies.

## Finance Committee

9. The Board shall appoint a Finance Committee as per Section 30(1) of the Act.

9.1 The Finance Committee shall consist of the following members, namely:—

- |     |                                                                             |     |                    |
|-----|-----------------------------------------------------------------------------|-----|--------------------|
| (a) | The Vice-Chancellor                                                         | --- | Chairman           |
| (b) | The Secretary to Govt. of M.P. In-charge of Animal Husbandry and Fisheries; | —   | Member             |
| (c) | The Secretary to Govt. of M.P In-charge of Finance;                         | —   | Member             |
| (d) | One member chosen by the Board from amongst its Non-official members; and   | --- | Member             |
| (e) | The Comptroller                                                             | —   | Member & Secretary |

9.2 In case the Secretary to Government of M.P. in-charge of Animal Husbandry and Fisheries is unable to attend the meetings of the Finance Committee, for any reason, he may depute any officer of his department not lower in rank than that of Deputy Secretary to Government to attend the meetings and the officer so deputed shall have the right to take part in the discussion of the meetings and shall have the right to vote.

9.3 The Finance Committee shall examine as per Section 30(4) of the Act Annual Accounts and the Annual Financial estimates of the Vishwavidyalaya and advise the Board thereon. The Finance Committee shall also examine balance sheet of the Vishwa Vidyalaya prepared by the Comptroller. The annual account should reflect all moneys accrued received by the Vishwa Vidyalaya from various sources and all amounts disbursed or expenditure incurred in the manner as prescribed in the Financial and Treasury Code, prevalent in the Govt. of M.P. and adopted by the Vishwavidyalaya.

9.4 To review the financial position of the University from time to time.

- 9.5 To make recommendations to the Board on every proposal involving expenditure for which no provision has been made in the annual financial estimates or which involves expenditure in excess of the amount provided for in the annual financial estimates.
- 9.6 To make recommendations to the Board on all matters relating to finances of the Vishwavidyalaya.
- 9.7 To examine Funds generated by the Vishwavidyalaya as per provisions of Section 34 of the Act and also take steps for generating receipts and income of the Vishwavidyalaya.
- 9.8 The Finance Committee should also ensure that provisions laid down in Section 38 of the Act in regard to Annual Accounts and other matter related thereto are faithfully observed by the Comptroller well within stipulated time.
- 9.9 The Finance Committee may also hire the services of a Chartered Accountant on contract for preparation of balance sheet and Annual Accounts.

#### 10. Administrative Council.—

10.1 The Administrative Council shall consist of the following persons, namely

- |     |                                                                                                              |   |                    |
|-----|--------------------------------------------------------------------------------------------------------------|---|--------------------|
| (a) | Vice-Chancellor                                                                                              | — | Chairman           |
| (b) | All Deans of Faculties                                                                                       | — | Member             |
| (c) | All Directors                                                                                                | — | Member             |
| (d) | All Deans of the Colleges                                                                                    | — | Member             |
| (e) | Dean of Student Welfare                                                                                      | — | Member             |
| (f) | Two Heads of Departments from each Faculty in rotation according to the seniority for a period of two years. | — | Member             |
| (g) | Estate Officer                                                                                               | — | Member             |
| (h) | Registrar                                                                                                    | — | Member & Secretary |

10.2 It shall be the duty of the Administrative Council to make recommendations to the Vice-chancellor on all administrative matter with which Vishwavidyalaya is concerned, except matters falls within the jurisdiction of other authorities of the Vishwavidyalaya.

#### 11. Council for Research in the field of Animal Science, Fisheries, Dairying Poultry and Animal Biotechnology.

11.1 The Reseach Council shall consist of the following members, namely :—

- |     |                                                                                    |   |          |
|-----|------------------------------------------------------------------------------------|---|----------|
| (a) | Director of Research Services                                                      | — | Chairman |
| (b) | Director of Vety. Services                                                         | — | Member   |
| (c) | Director of Fisheries                                                              | — | Member   |
| (d) | All Deans of Faculties                                                             | — | Member   |
| (e) | All Directors of the Vishwavidyalaya                                               | — | Member   |
| (f) | All Deans of the Colleges                                                          | — | Member   |
| (g) | Two Heads of Departments as may be nominated by the Director of Research Services. | — | Member   |

- 11.2 The Research Council shall be responsible to the Director of Research Services and shall consider and make recommendations on all matters pertaining to research in Animal Sciences, Dairying, Fisheries, Poultry Animal Biotechnology and matter ancillary thereto.
- 11.3 The Research Council shall establish as many Veterinary, Livestock and Fisheries Research Stations as may be necessary in co-operation with the Department of Animal Husbandry, the Department of Fisheries and the research station under the control of Government as per Section 32(i) of the Act.
- 11.4 Preparation of popular material/publication including films, visual aids, etc., for intending farmers, extension workers and development of Animal Husbandry, Fisheries, Dairying and Poultry within the State as well as in the adjoining areas of the country in co-operation with Government departments concerned.

## 12. Council for Veterinary and Animal Science Extension Education

- 12.1 The Council for Veterinary and Animal Science Extension Education shall consist of the following persons, namely:—
- |     |                                                             |   |                  |
|-----|-------------------------------------------------------------|---|------------------|
| (a) | Director of Extension Education                             | — | Chairman         |
| (b) | Director of Vety. Services                                  | — | Member           |
| (c) | The Director of Fisheries                                   | — | Member           |
| (d) | All Directors of the V. V.                                  | — | Member           |
| (e) | All Deans of Faculties                                      | — | Member           |
| (f) | All Deans of Colleges                                       | — | Member           |
| (g) | Head Department of LPM Poultry and Fisheries                | — | Member           |
| (h) | Professor In-Charge of Extension Education at Head-quarter. | — | Member Secretary |

12.2 The council shall make available the information obtained on the basis of research to students, extension workers, livestock farmers, fish farmers, fisherman and shall conduct demonstration and training programme for the benefit of such persons in co-operation with the Government departments concerned as per Section 33(1) of the Act.

- 12.3 The council shall also undertake activities as defined in Section 33(2) of the Act.
- 12.4 The Extension Education Council shall be responsible to the Director of Extension Education and shall consider and make recommendations on all matter pertaining to Extension Education and specially with respect to:—
- |     |                                                                                                                    |
|-----|--------------------------------------------------------------------------------------------------------------------|
| (a) | Training of College Students;                                                                                      |
| (b) | Rural life Extension Services;                                                                                     |
| (c) | Preparation of education material for Livestock Farmers; Fisherman, Dairyman and Poultry owners/Producers;         |
| (d) | Conduct of short courses, etc. for non enrolled pupil,                                                             |
| (e) | Field extension programmes for the benefit of Livestock Farmers; Fisherman, Dairyman and Poultry owners/Producers; |
| (f) | The development of animal production and fisheries and making co-operative in the relevant field;                  |

- (g) Preparation of popular materials/publication for development of Animal Husbandry, Fisheries, Dairying and Poultry including films visual aids etc. in the field of Animal Sciences, Fisheries, Dairying and Poultry.

**13. Council of Post-graduate Studies.—**

13.1 The Council for Post-graduate Studies shall consist of the following members namely:—

- |     |                               |   |          |
|-----|-------------------------------|---|----------|
| (a) | Director of Instruction       | — | Chairman |
| (b) | All Deans of Faculties        | — | Member   |
| (c) | All Directors                 | — | Member   |
| (d) | All Deans of the Colleges     | — | Member   |
| (e) | All Heads of the Departments. | — | Member   |
| (f) | Registrar                     | — | Member   |

13.2 The Council of Post-graduate Studies shall work under the overall purview of the Academic council but shall be responsible to the Director of Instruction and shall consider and make recommendations on all matter pertaining to post-graduate studies and especially with respect to:—

- (a) Development and formulation of standards of admission to post-graduate course of the Vishwavidyalaya as suggested by the VCI/ICAR and Board of Studies;
- (b) Prescription of courses, research and other requirements for post-graduate Degrees;
- (c) Evaluation of performance of candidates for the award of post-graduate degree;

**14. Constitution of Committees by the Authorities and outside experts engaged for special assignment.—**

- 14.1 All the authorities of the Vishwavidyalaya as defined under Section 21 of the Act shall have power to constitute or reconstitute committees and to delegate them such of their powers as they deem fit as per Section 60 of the Act.
- 14.2 Such committees shall consist of members of the authority concerned and of such other persons, if any, as the authority in each case may think fit.
- 14.3 The nominated members of the authority and outside experts engaged for special assignment provided by the Vishwavidyalaya other than Govt. servants and Vishwavidyalaya employees shall be paid traveling and daily allowance for attending meeting of the authority or any committee thereof at such rates as the Board may determinate from time to time.

**CHAPTER -IV**

**15. Salary and allowances, power and duties of the Vice chancellor:—**

- 15.1 The Vice-Chancellor shall be a whole time officer of the Vishwavidyalaya. His emoluments and other terms and conditions of service shall be those as laid down by the Government of Madhya Pradesh, Higher Education Department, M.P. Bhopal from time to time for similarly situated Vice-Chancellor's of other Universities of the State of Madhya Pradesh.
- 15.2 The Vice-Chancellor shall be entitled to traveling allowances at such rates as laid down in T.A. rules of Govt. of M.P.

- 15.3 Power and duties of the Vice-Chancellor.**—The Vice-Chancellor shall have powers and duties as laid down in Section 13 of the Act. Besides this he shall also have the following powers:—
- (a) To sanction recurring and non-recurring expenditure within the approved budget of the Vishwavidyalaya provided he may reappropriate amounts within the various units of appropriation;
  - (b) To approve his own tour programmes and countersign his T.A. bills to the provisions of the Vishwavidyalaya;
  - (c) To open account on behalf of the Vishwavidyalaya in the Schedule Bank/Banks in accordance with Section 34 of the M.P. PASHU CHIKITSA VIGYAN VISHWAVIDYALAYA Act 2009 and to authorize any drawing and disbursing officer of the Vishwavidyalaya to operate such an account;
  - (d) To countersign T.A. bills and sanction absence on duty beyond jurisdiction of officers of the University;
  - (e) To grant leave as per delegation of powers;

#### CHAPTER-V

**16. Dean of Faculties.—Emoluments, Powers and duties.**—The Dean of each Faculty shall be a whole time Officer of the Vishwavidyalaya appointed from amongst Deans of Colleges of the respective Faculty for a term of three years by the Vice-Chancellor on the recommendation of Board as per Section 17 (1) of the Act.

- 16.2 The Deans of Faculties shall receive a salary in the scale of pay of Rs. 16400-450-20900-500-22400/- and subsequent revised scale of pay as approved by the State Govt. from time to time hereinafter.
- 16.3 The Dean of each Faculty shall be the chief executive and Academic Officer of the Faculty as per Section 17(2) of the Act and shall be responsible for organization, administration and conducting teaching, research and extension education, administration of farms, research centres, hospitals, diagnostic centres etc. under his jurisdiction as laid down in Section 18( 1) of the Act.
- 16.4 The Dean of the Faculty shall perform duties as under as per Section 18(2) of the Act:—
- (i) To formulate and present policies to the Academic Council for its consideration;
  - (ii) To make report to the Vice-Chancellor on the work of the different departments of the faculty;
  - (iii) To supervise the registration and progress of the students in the College of the Faculty;
  - (iv) To be responsible to the Vice-Chancellor for the proper use of buildings assigned the Colleges, School and research institutions and of the requirements thereof;
  - (v) To prepare the budget in consultation with the appropriate Officers and staff members in the technical area.
  - (vi) To have such other powers and perform such other duties as may be prescribed;
- 16.5 To undertake teaching;
- 16.6 To perform such other duties as may be conferred or imposed on him by the Statutes, Regulations or by the Vice-Chancellor with the prior approval of the Board.



**17. Director of Research Services: Emoluments and powers and duties:—**

- 17.1 The Director of Research Services shall be a whole time officer of the Vishwavidyalaya and shall be appointed on such terms and conditions as may be prescribed as per Section 19(1) of the Act. He shall receive a salary in the scale of Rs. 16400-450-20900-500-22400/- and subsequent revised scale of pay as approved by the State Govt. from time to time hereinafter.
- 17.2 The post of Director of Research Services shall be interchangeable with that of any other Director provided the requirement of minimum qualification is fulfilled.
- 17.3 The Director of Research Services shall establish a Veterinary and Fisheries Sciences Research organization for doing research on problems as laid down in Section 32(1) of the Act.
- 17.4 It shall be the duty of the Director of Research Services:—
- (a) To exercise overall control of the planning and prosecution or research conducted by the Vishwavidyalaya, except research done by students to meet degree requirement and by teachers of the Vishwavidyalaya to improve teaching ability;
  - (b) To prepare Research Service Programmes and annual budget estimates as may be required by the Vishwavidyalaya;
  - (c) To assist the Dean of Faculty concerned in the supervision over the members of the College of staff engaged on approved research programmes under the general purview of the research service;
  - (d) To require and supervise the compilation of research result, and the proper publication of the research findings;
  - (e) To approve for publication, in consultation with Deans of Faculties concerned, research manuscripts in such general form and such number as may be determined;
  - (f) To assign numbers to all publications and to maintain official record of all publications;
  - (g) To multiply the new breeds and improved strains evolved or introduced as per section 33(2)(c) of the Act.
  - (h) To be responsible to the Vice-Chancellor in exercise of the powers and discharge of the duties under the Act;
  - (i) To undertake teaching work;
  - (j) To perform such other duties as may be conferred or imposed on him by Statutes, Regulations or by the Vice-Chancellor with the prior approval of the Board.

**18. Director of Extension Education: Emoluments, powers and duties:—**

- 18.1 The Director of Extension Education shall be a whole time officer of the Vishwavidyalaya and shall be appointed on such terms and conditions as may be prescribed as per Section 19( 1) of the Act. He shall receive a salary in the scale of Rs. 16400-450-20900-500-22400/- and subsequent revised scale of pay as approved by the State Govt. from time to time hereinafter.
- 18.2 The post of Director of Extension Education shall be interchangeable with that of any other Director provided the requirement of minimum qualification is fulfilled.
- 18.3 The Director of Extension Services shall establish a Veterinary and Animal Sciences Extension Education organization to undertake work as laid down in Section 33 (1) and (2) of the Act with the co-operation of Director of Research Services.

18.4 It shall be the duty of the Director of Extension Education:-

- (a) To exercise overall control of on-campus and off-campus educational work involving livestock farmers, rural families Fisherman, Dairyman and Poultry Farmers;
- (b) To prepare yearly programmes and budget needs for the education of Livestock Farmers, Fisherman, Dairyman and Poultryman and other nonstudents in connection with the extension schemes;
- (c) To assist the Deans of Faculties in developing courses and III teaching students in various forms of the extension education;
- (d) To supervise off-campus programmes dealing with Livestock Co-operative, Fisherman, Dairyman and Poultryman and rural youth programmes;
- (e) To exercise supervision over the extension specialist assigned or attached to the Colleges and such other members of the staff who are engaged in extension work and guide the extension work;
- (f) To direct the preparation of materials such as publication film visual aids etc., for better development of the extension programme;
- (g) To distribute any material as a part of the Vishwavidyalaya extension services;
- (h) To be responsible to the Vice-Chancellor in the exercise of powers and discharge of duties under the Act;
- (i) To undertake teaching work;
- (j) To perform such other duties as may be conferred or imposed on him by the Statutes, Regulations or by the Vice-Chancellor with the prior approval of the Board.

19. Director of Instruction: Emoluments, powers and duties:—

- 19.1 The Director of Instruction shall be a whole time officer of the Vishwavidyalaya and shall be appointed on such terms and conditions as may be prescribed as per Section 19( 1) of the Act. He shall receive a salary in the scale of Rs. 16400-450-20900-500-22400/- and subsequent revised scale of pay as approved by the State Government from time to time hereinafter.
- 19.2 The post of Director of Instruction shall be interchangeable with that of any other Director provided the requirement of minimum qualification is fulfilled.
- 19.3 It shall be the duty of the Director of Instruction:—
  - (a) To be in overall In-charge of the education in all the Faculties of the Vishwavidyalaya and allied subject;
  - (b) To frame, develop, evaluate and improve courses and curriculum and develop teaching procedure designed to inculcate in the students professional competence, character and quality of leadership in consultation with the Dean of Faculty concerned;
  - (c) To ensure uniform standard of teaching and examination in all constituent colleges of Vishwavidyalaya;

- (d) To develop an integrated system of teaching, research and extension education;
- (e) To make arrangements for providing in-service and post graduate training facilities to academic staff members of constituent colleges/units.
- (f) To exercise overall control of the planning and co-ordination of work done by the students of the Vishwavidyalaya for the requirements of post graduate degrees;
- (g) To co-operate with the relevant college/faculty in which post graduate students are studying in order that the requirements for such degrees may be fulfilled in proper manner;
- (h) To be responsible to the Vice-Chancellor in the exercise of powers and discharge of duties under the Act;
- (i) To undertake teaching work;
- (j) To perform such other duties and functions as may be assigned to him by the Statutes, Regulations or by the Vice-Chancellor, to whom he shall be responsible, with the prior approval of the Board.

**20. Director of Farms - Emoluments, powers and duties:—**

- 20.1 The Director of Farms shall be a whole time officer of the Vishwavidyalaya and shall be appointed on such terms and conditions as may be prescribed as per Section 19(1) of the Act. He shall receive a salary in the scale of Rs. 16400-450-20900-500-22400/- per month and subsequent revised scale of pay as approved by the State Govt. from time to time hereinafter.
- 20.2 The Director of Farms shall be appointed for a term of three years on such term as the Board may approve.
- 20.3 It shall be the duty of the Director of Farms:—
- (a) To be responsible for and exercise overall control of the planning, development and management of Livestock, Fisheries, Poultry and Piggery farms belonging to the Vishwavidyalaya;
  - (b) To cooperate with the Director of Research Services on all matters connected with the planning, development and supervision of farms devoted to research and undertake activities as laid down in Section 33(2) (b) and (c) of the Act with the co-operation of Deans of Faculties, Director of Research Services and Director of Extension Education;
  - (c) To prepare budget proposals of the farms and submit half-yearly progress of each farm to the Vice-Chancellor giving financial review of each farm;
  - (d) To be responsible to the Vice-Chancellor in exercise of the powers and discharge of the duties under the Act;
  - (e) To undertake teaching work;
  - (f) To perform such other duties as may be conferred or imposed on him by the Statutes, Regulations or by the Vice-Chancellor with the prior approval of the Board.

**21. Director of Clinics - Emoluments, powers and duties:—**

- 21.1 The Director of Clinics shall be a whole time officer of the Vishwavidyalaya and shall be appointed on such terms and conditions as may be prescribed as per Section 19 (1) of the Act. He shall receive a salary in the scale of Rs. 16400-450-20900-500-22400 per month and subsequent revised scale of pay as approved by the State Government from time to time hereinafter.

21.2 It shall be the duty of the Director of Clinics:—

- (a) To be responsible for planning the programme and activities of the Teaching Veterinary Clinical Service Complexes and hospitals of the University;
- (b) He shall act as Coordinator of research for the clinics as well as Coordinator for TVCSC;
- (c) To be responsible for the modernization and strengthening of the facilities in all the clinics of the University;
- (d) To plan for combating the outbreaks of diseases in the State using the available expertise in the State as well as in the country;
- (e) To coordinate the programme and activities of Ambulatory Clinics of the University;
- (f) To arrange training in all the clinical subjects for the field staff of State Government of M.P. in collaboration with Directorate of Veterinary Services, Madhya Pradesh, Bhopal, in order to transfer new technologies to Veterinarians of the State;
- (g) To identify the field problems related to management of the sick animals in different areas of Madhya Pradesh and also to design integrated approach for solving the clinical problems;
- (h) To perform duties in close collaboration with Director of Instruction and Dean, Faculty of Vety. Sci. & A.H.

**22. Director of Centre for Wildlife Forensic and Health - Emoluments, powers and duties—**

22.1 The Director of Centre for Wildlife Forensic and Health shall be a whole time officer of the Vishwavidyalaya and shall be appointed on such terms and conditions as may be prescribed by the Board. He shall receive a salary in the scale of Rs. 16400-450-20900-500-22400/- and subsequent revised scale of pay as approved from time to time by the Government of M.P. His status for all purposes shall be at par with the cadre of Professor in the Vishwavidyalaya set-up.

22.2 It shall be the duty of Director of Wildlife Forensic and Health:—

- (a) To conduct postgraduate degree programme in the centre for “Wildlife Forensic & Health” with the object to teach different issues of Wildlife Health Management.
- (b) To conduct research on various aspect of wildlife forensics for identifications of species from hair, meat, DNA and other biological samples as well as on wildlife health related issues;
- (c) To monitor health of wild animals of the protected areas and captivity to evaluate health status of animal as and when required;
- (d) To organize training programmes for veterinarians and staff of forest department on immobilization, wildlife forensics and health monitoring, as and when required.
- (e) To provide emergency response to protect areas for control of diseases treatment and rescue of wild animals as and when, required;
- (f) To perform duties in close collaboration with all Directors and Dean, Faculty of Vety. Sci. & A.H.

**23. Director of Animal Biotechnology - Emoluments, powers and duties:—**

- 23.1 The Director of Animal Biotechnology shall be a whole time officer of the Vishwavidyalaya and shall be appointed on such terms and conditions as may be prescribed by the Board. He shall receive a salary in the scale of Rs. 16400-450-20900-500-22400/- and subsequent revised scale of pay as approved from time to time by the Government of M.P. His status for all purposes shall be at par with the cadre of Professor in the Vishwavidyalaya set-up.
- 23.2 It shall be the duty of the Director of Animal Biotechnology:—
- (a) To conduct post-graduate degree programme in 'Animal Biotechnology' at the centre with the object to provide modern concepts, as well as practical application of the exciting field of Animal Biotechnology;
  - (b) To undertake work in the cutting edge technologies like molecular genetics, immunotechnology, transgenic animal technology, animal genomics, proteomics and reproductive biotechnology, molecular diagnostics, molecular forensics and vaccinology etc.;
  - (c) To be responsible for preparation of research projects to various national and international funding agencies in thrusts areas for livestock improvement;
  - (d) To co-ordinate with the concerning departments of Government of Madhya Pradesh for formulation of biotechnology policies and undertake research projects as per State Government policies;
  - (e) To organize training programme for relevant staff of the State and disseminate the research findings to farmers through extension activities.
  - (f) To perform duties in close collaboration with Director of Instruction, Director of Research Services and Deans of Faculties.

**24. Dean of College: Emoluments, powers and duties:—**

- 24.1 The Dean of the College shall be a whole time officer of the Vishwavidyalaya and shall be appointed on such terms and conditions as may be prescribed as per Section 16 (1) of the Act. He shall receive a salary in the scale of Rs. 16400-450-20900-500-22400/- and subsequent revised scale of pay as approved by the State Government from time to time hereinafter.
- 24.2 The Dean of the College shall be appointed in accordance with the provision laid down in Section 16 (1) of the Act.
- 24.3 It shall be the duty of the Dean of College:—
- (a) To exercise overall control of the College of which he is the administrative and academic head in respect of all employees, students, activities, facilities and the expenditure incurred therein;
  - (b) To supervise the teaching, research and extension work of the staff of the college and be responsible for the work and conduct of all the students of the college;
  - (c) To be responsible to the Vice-Chancellor through the Dean of the Faculty and the Director concerned, in exercise of the powers and discharge of duties under this Statute;
  - (d) To exercise such powers and discharge such duties as may be delegated or entrusted to him by the Vice-Chancellor in regard to the College of which he is the Dean and to be responsible

in all technical and administrative matters related to teaching, research and extension etc. through the Dean of the Faculty and the Director concerned;

- (e) To undertake teaching, research and extension by himself;
- (f) He shall be responsible for the due observance of the Statutes and Regulations;
- (g) He shall supervise the admission, registration and progress of the Students in college;
- (h) He shall formulate and present policies on academic matters pertaining to his college to the Faculty for consideration through the Dean of Faculty/Director of Instruction;
- (i) He shall be responsible for proper administration of research farms/ Instructional Farm/Units attached to the College;
- (j) He shall be responsible to the concerned authorities for the use and maintenance of lands, buildings, laboratories, libraries and such other properties of the College, Research Farms/ Instructional Farms and other institutions attached to the college;
- (k) He shall be responsible for the maintenance, supervision, functioning of the hostels of the college;
- (l) To be responsible for the procurement of stores, equipments and such other items as are necessary for the college and units attached with the same;
- (m) To be responsible for the maintenance of high standard of discipline in the institutions under him;
- (n) To be responsible for the maintenance of high standard of financial discipline in the institutions under him;
- (o) To assist the Dean of the Faculty for all policies and programmes related to teaching, research and extension work in the College in a coordinated manner;
- (p) To prepare proposals for College activities and budget estimates for the needs thereof and be responsible to the Comptroller through the Vice-Chancellor, that all college activities are in accordance with sanctions of the appropriate authorities.
- (q) To assist the Director of Research Services on the development of plans and budgets for research in the pertinent subjects and in the preparation of reports as may be asked by him and also direct the research work done by the College staff and students and under the schemes attached with the institutions under him;
- (r) (i) To assist the Director of Extension Services on development of Plans and budget for extension work in the institutions under him;
- (ii) To assist the extension services on the development of informational materials;
- (iii) To direct the extension education work done by the College staff;
- (s) To assist the Director of Instruction and direct the teaching work of all the students in his college;
- (t) To be responsible to the Vice-Chancellor, through the Work Section for the educational use of the buildings and rooms assigned to the College and for the general equipment of the college;

- (u) To perform such other duties as may be conferred or imposed on him by the Statutes, Regulations or by the Vice-Chancellor.

**25. Dean of Student Welfare: Emoluments and powers and duties:—**

- 25.1 The Dean of Student Welfare shall be a whole time officer of the Vishwa-vidyalaya and shall be appointed on such term's and conditions as may be prescribed under Section 20(1) of the Act. He shall receive a salary in the scale of Rs. 16400-450-20900-500-22400/- per month and subsequent revised scale of pay as approved by the State Government from time to time hereinafter.
- 25.2 The Dean of Student Welfare shall be appointed for a term of three years on such terms and conditions as the Board may approve.
- 25.3 It shall be the duty of the Dean of Student Welfare:—
- (a) To plan and direct, in coordination with other Vishwa Vidyalaya officers and authorities, all non-curricular activities for students including clubs, recreation centers, co-operatives, etc. as may from time to time be approved by the Vishwavidyalaya for welfare of students;
  - (b) To supervise the management of student's hostels, messing arrangements and cafeterias;
  - (c) To co-operate with the staff in charge of physical education activities, National Cadet Corps and other allied activities;
  - (d) To deal, in consultation with the Dean of the Faculty concerned, with student indiscipline, excessive absenteeism and other student irregularities from point of view of maintenance of discipline etc.;
  - (e) To supervise health programmes and medical facilities for students;
  - (f) To make arrangements for scholarships, stipends and other such assistance as may be deemed necessary for welfare of students;
  - (g) To communicate with guardians of students concerning the welfare of the students;
  - (h) To be responsible to the Vice-Chancellor in the exercise of powers and discharge of duties under the Act;
  - (i) To undertake teaching work;
  - (j) To create and manage placement cell in the matters of employment of the students who have completed courses in Vishwavidyalaya;
  - (k) To perform such other duties and functions as may be assigned to him by the Statutes Regulations or by the Vice-Chancellor to whom he shall be responsible with the prior approval of the Board.

**26. Vishwa Vidyalaya Librarian - Emoluments and powers and duties**

- 26.1 The Vishwa Vidyalaya Librarian shall receive a salary in the scale of Rs.16400-450-20900-500-22400/- per month and subsequent revised scale of pay as approved by the State Government of M.P. from time to time hereinafter.
- 26.2 It shall be the duty of the Vishwavidyalaya Librarian;
- (a) To maintain, control and supervise all libraries of the Vishwa Vidyalaya in consultation with Director of Instruction to organize their services in the manner most beneficial to the needs of teaching, research and extension;

- (b) To prepare annual budget for developing and operating all the libraries under the Vishwa Vidyalaya;
- (c) To receive and co-ordinate recommendations from Deans of Faculties and Directors for the purchase of books and distribution thereof amongst students and members of the staff;
- (d) To make recommendations to the Comptroller, through the works section, on the need of improvement in accommodation of the libraries of the Vishwavidyalaya;
- (e) To do such other things in connection with the library and Improvement thereof as may be required by the Vice-Chancellor;

**Explanation**—For the purpose of this Statute “Libraries of the Vishwa Vidyalaya” shall include libraries of the Vishwavidyalaya campus and all libraries attached to the colleges and stations under the Vishwa Vidyalaya.

**Note**— The Vice-Chancellor may ask any of the officers mentioned in the foregoing Statute or others, hereinafter mentioned, to discharge such other function in addition to his own duties.

**27. Registrar: Emoluments and powers and duties :—**

- 27.1 The Registrar shall be a whole time salaried officer of the Vishwa Vidyalaya and shall be appointed as per provisions of Section 14 (1), (2) and (3) of the Act on such terms and conditions as may be prescribed by Statutes.
- 27.2 It shall be the duty of the Registrar;
- (a) To be responsible for the preparation of the Annual report under Section 55 of the Act and manage the property and investments of the Vishwavidyalaya as per Section 14 (6) (a) of the Act.
  - (b) To be the custodian of the records, the common seal and such other property of the Vishwavidyalaya as the Board shall commit to his charge;
  - (c) To issue all notices convening meeting of the Board, Academic Council, the Board of Studies, the Board of Examiners and of any committee appointed by the authorities of the Vishwavidyalaya;
  - (d) To keep the minutes of all meetings of the Board the Academic Council and of any committees or bodies appointed under the Act of which he is to act as Secretary;
  - (e) To conduct the official correspondence of the Board and the Academic Council except matters pertaining to finances of the Vishwavidyalaya and matters incidental thereto falling within the ambit of Comptroller’s duties;
  - (d) To prepare time schedule for academic courses as recommended by the Faculties and keep record of transfers and drop out student as recommended by the Faculties;
  - (g) To maintain records of each student of the Vishwavidyalaya including academic accomplishments, conduct as a student, and all other matters which bear on the accomplishments and conduct of the student;
  - (h) To maintain record on non-student attendants in Vishwavidyalaya programmes, as designated by the Director of Extension Education;



- (i) To maintain records of all passed out students of the Vishwa Vidyalaya;
- (j) In all suits and other legal proceedings by or against the Vishwa Vidyalaya. the pleadings shall be signed and verified by the Registrar and all process in such suits and proceedings shall be issued to and served on the Registrar;
- (k) To exercise such powers and perform such other functions and discharge such other duties as may be prescribed by the Board.
- (l) To discharge such other functions as may be assigned to him from time to time by the Vice-Chancellor to whom he shall be responsible for the same.

**28. Comptroller: Emoluments, powers and duties:—**

- 28.1 The Comptroller shall be a whole time salaried Officer of the Vishwa Vidyalaya and shall be appointed as per provisions of Section 15 (1), (2), (3) and (4) of the Act;
- 28.2 He shall be responsible to the preparation of the financial estimate and for its presentation to the Finance Committee to which he shall be the Ex-officio-Secretary.
- 28.3 It shall be the duty of the Comptroller:
- (a) Exercise general supervision over the funds of the Vishwa Vidyalaya and shall advice the Vishwavidyalaya as regards its financial policy; and
  - (b) Exercise such other powers and perform such other financial functions, as may be assigned to him by the Board or as may be prescribed;

Provided that the Comptroller shall not incur any expenditure or make any investment exceeding such amount as may be prescribed except with the previous approval of the Board.

- 28.4 Subject to the control of the Board, the Comptroller shall—
- (a) ensure that the limits fixed by the Board for recurring and non-recurring expenditure for a year are not exceeded and that the money is spent for the purposes for which they are granted or allotted;
  - (b) be responsible for the preparation of annual accounts, financial estimates and the budget of the Vishwavidyalaya and for their presentation to the Finance Committee and the Board;
  - (c) keep up constant watch on the cash and bank balances and of investments;
  - (d) To ensure that the funds and all money of the University shall be managed in accordance with the provisions laid down in M.P. Financial Code Vol. I & II, M.P. Treasury Code Vol. I & II and also as per M.P. P.W.D. Manual Vol. I & II, as adopted by this Vishwavidyalaya. He should also watch the progress of the collection of revenue and advice on the methods of collections employed;
  - (e) ensure that the registers of buildings, land, furniture and equipments are maintained up-to-date and the stock checking is conducted in respect of equipments and other consumable materials in all offices, laboratories, colleges and institutions maintained by the Vishwavidyalaya;
  - (f) bring to the notice of the Vice-Chancellor any unauthorized expenditure or other financial irregularity and suggest appropriate action to be taken against person at fault; and

- (g) call from any office, laboratory, college or institution maintained by the Vishwavidyalaya, any information or returns as he may consider necessary for the exercise of his powers, performance of his functions or discharge of his duties;

28.5 To discharge such other functions as may be assigned to him from time to time by the Vice-Chancellor to whom he shall be responsible for the same.

**29. Estate Officer - Emoluments, powers and duties:—**

29.1 The Estate Officer shall receive a salary at par with Superintending Engineer of State Government of M.P. and shall be drawn on deputation from the State Government or any other agency. His pay shall be fixed in accordance with the provisions of Fundamental Rules of Government of Madhya Pradesh as adopted by the Vishwavidyalaya.

29.2 It shall be the duty of the Estate Officer —

- (a) To exercise overall control of the Vishwavidyalaya maintenance, security of Vishwavidyalaya buildings, gardens, grounds and the parks;
- (b) To supervise the supply of electricity, water, telephone and other such services and the operation and maintenance of Vishwavidyalaya vehicles;
- (c) To direct operations providing for the cleanliness and sanitary conditions of the Vishwavidyalaya;
- (d) To provide for the installation, use and maintenance of Vishwavidyalaya equipments, in co-operation with other officers;
- (e) To supervise the allotment and uses of rooms, houses, buildings and grounds as directed by appropriate authorities and officers;
- (f) To direct the plans for construction and/or alterations of Vishwavidyalaya buildings and grounds as ordered by the Board;
- (g) To perform such other duties as may be assigned to him by the Vice-Chancellor and Board for the proper functioning of the physical facilities of the Vishwavidyalaya.

**CHAPTER -VI**

**30. Qualification and condition of service for the posts of Officers**

30.1 Qualifications for appointments to the post of officers as defined in Section 9 of the Act and Statutes 4, other than those of the Chancellor, Vice-Chancellor and Deans of the Faculties, shall be fixed by the Board, taking into consideration the recommendations of :—

- (a) The Administrative Council in the case of Registrar, Comptroller, and other officers working in the State Government scales of pay;
- (b) The Academic Council in respect of the remaining officers carrying UGC scale of pay broadly based on recommendation of the VCI or ICAR as the case may be. The prescribed qualifications shall be given due publicity and the Selection Committee shall select the candidates to such office with due regard to the qualifications so prescribed.

30.2 Subject to the provisions of the Act and the Statutes hereinafter made the conditions of service of the officers of the Vishwavidyalaya other than the Chancellor, Vice-Chancellor shall be those as prescribed by the Vishwavidyalaya Board for officers.

30.3 The Board may if so recommended by the Selection Committee and for reasons to be recorded in writing for acceptance of such recommendations, sanction a higher initial salary than prescribed by these Statutes, but not exceeding five advance increments over his pay elsewhere and in case his said pay does not correspond to any stage in the scale of pay for the post, the stage in the said scale just below the salary the candidate is already drawing.

30.4 All Officers mentioned in Section 9 of the Act shall be whole time salaried officers of the Vishwavidyalaya and shall be entitled to leave, leave salary, allowances, and other benefits as prescribed in this behalf by the Board from time to time for its employees:

Provided that if a candidate from outside the services of the Vishwavidyalaya is appointed for the post of officer, the period of his appointment shall be for such a tenure and subject to such conditions as may be determined by the Board. Such a candidate unless selected for another suitable post during the prescribed tenure will have no claim on any other post in the Vishwavidyalaya after the expiry of the specified tenure.

30.5 Anticipating a vacancy and in order to fill up the vacant post provided in the setup of the Vishwa Vidyalaya, the Registrar shall process and take suitable steps to get a selection committee constituted consisting of members as detailed below for selecting candidates to be recommended for appointment to various post of officers other than those of the Chancellor, Vice-Chancellor and the Deans of the Faculties:—

#### Designation of post

#### Composition of the Selection Committee

(a) Director of Research Services	1. Vice-Chancellor (or his nominee from amongst the members of the Board of Management of M.P.P.C.V.V.)-Chairman
(b) Director of Extension Education	2. One member to be nominated by the Chancellor from amongst persons for not connected with the Vishwavidyalaya
(c) Director of Instruction	3. One member to be selected by the Board from amongst its members.
(d) Director of Clinics	4. One member nominated by the Pashupalan Mantralaya of the Government of M. P.
(e) Director of Centre for Wildlife Forensic & Health	5. One expert member representing the Veterinary Council of India, New Delhi.
(f) Director of Animal Biotechnology	6. One member from the Academic Council/ Administrative Council nominated by the -Vice-Chancellor.
(g) Director of Farms	7. Two expert members from outside the Vishwa Vidyalaya to be nominated by the Vice-Chancellor.
(h) Dean of College	8. One member belongs to S.C./S.T. category nominated by the Vice-Chancellor.
(i) Dean, Student Welfare	Registrar shall be the Secretary.
(j) Univ. Librarian	

**Note:—** (1) The quorum for selection committee as detailed above shall be half of the total number of members plus one.

(2) The member against S.No. 8 would sit only for the posts of Deans of College.

**30.6 Procedure of Selection**

- (a) All posts of officers of the Vishwavidyalaya as detailed in Section 9 of the Act and Statutes 4 (except those of Chancellor, Vice-Chancellor, Deans of Faculties, Registrar and Comptroller) shall be filled up by selection based strictly on merit and all India advertisement. The employees of the Vishwavidyalaya possessing the qualifications and other conditions, if any, shall be eligible to apply and their applications shall be considered alongwith those of other candidates.
- (b) The post of Registrar and Comptroller shall be filled up by Board by obtaining services of an officer of State Govt. of M.P. or in the manner as prescribed in Section 14 and 15, respectively of the Act.
- 30.7 In case of direct recruitment through advertisement, the applications received in response to the advertisement shall first be scrutinized by a Committee to be appointed by the Vice-Chancellor, which shall recommend, to the Vice-Chancellor the names of those applicants who fulfill the prescribed qualifications for being considered for the post. The Screening Committee shall also recommend to the Vice-Chancellor for being considered for interview the names of those candidates whose qualifications are within the possibilities of relaxation by the Selection Committee. The applicants so recommended by the aforesaid Committee and approved by Vice-Chancellor shall be called for an interview by the Selection Committee.
- 30.8 The Selection Committee shall recommend a panel of not more than three names arranged in order of merit for each vacancy, to the Vice-Chancellor.
- 30.9 In case of direct recruitment, there shall be reservation of vacancies in posts in favour of the persons belonging to the Scheduled Castes, Scheduled Tribe and other Backward Class of citizens as well as for women as per provisions of (i) The Madhya Pradesh Lok Seva (Anusuchit Jatiyon, Anusuchitjan Jatiyon Aur Anya Pichhadc vargon ke liye Arakshan) Adhiniyam, 1994 and (ii) Madhya Pradesh Civil Services (Mahilaon ki Niyukti hetu Vishes Upbandh) Rules, 1997 and amendment made therein from time to time.
- 30.10 The panel of recommendees in order of merit prepared in accordance with Statute 30.8 shall be submitted by the Vice-Chancellor to the Board with his own recorded recommendations for consideration.
- 30.11 The Board may accept and approve the recommendations or return the recommendations refusing to accord approval, giving reasons in writing thereof, in which case the Vice-Chancellor shall, in due course present another panel of recommendees in order of merit to the Board.

**CHAPTER -VII- EMPLOYEES OF THE VISHWAVIDYALAYA****31. A. Teachers of the Vishwavidyalaya**

- 31.1 Teachers of the Vishwavidyalaya shall be either servants paid by the Vishwavidyalaya for imparting instructions and/or conducting and guiding research and/or extension programmes as;
- (i) Professor/Principal Scientist
- (ii) Associate Professor/Senior Scientist
- (iii) Assistant Professor/ Scientist

**Explanation**

- Any "Teacher" subsequently appointed as an Officer except the Chancellor and the Vice-Chancellor by promotion or otherwise and has been engaged in teaching for not less than twenty years and holds a lien on a post in the Vishwavidyalaya shall also be a teacher, under this Statute.
- 31.2 Persons appointed by the Board as Honorary teachers in any of the aforementioned categories on such terms and conditions as the Board may prescribe by Regulations.
- 31.3 A teacher shall be eligible to impart instruction and/or conduct or guide research and/or extension programme only up to such standard for which he is recognized as such in accordance with the Regulations made by the Board in this behalf. A teacher shall perform such functions and discharge such duties as may be prescribed by Regulations.
- 31.4 The word "Teachers/Teacher" wherever, it occurs includes person engaged in Research and Extension activities.

**B. Service personnel of the Vishwavidyalaya and their conditions of service, etc.**

32. The Vishwavidyalaya shall employ, such other service personnel other than those herein before mentioned, as may from time to time be needed to carry on the activities of the Vishwavidyalaya. The pay scales, qualifications for recruitment, conditions of services and duties to be performed by such service personnel shall be such as may be prescribed by the Regulations under section 43 (1) (b) of the Act. Such service personnel shall be under the control of the respective officers concerned of the Vishwavidyalaya and shall be responsible to them provided that appeals against punishments and adverse application of service conditions, shall be with the authority, next above the appointing authority.

33. **Condition of service, scale of pay and qualifications for teaching posts.**—Subject to the approval of the Board, the Academic Council shall, by Regulations, prescribe the qualifications for candidates, procedure for selection, pay and allowances and other conditions of services, for the various grades of teachers of the Vishwavidyalaya as per Section 43(1) (b) of the Act.

**34. Superannuation of Vishwavidyalaya Officers and Employees**

- 34.1 Every officer and employee shall retire from the service of the Vishwavidyalaya in the afternoon of the last day of the month in which he attains the age of superannuation as prescribed below:—
- 34.2 Officers as defined under section 9 of the Act and Statute 4 (except the Chancellor, Vice-Chancellor and the Deans of Faculties) shall be superannuated on attaining the age of 60 (Sixty) years, provided that those appointed as Officers by promotion or otherwise and were engaged in teaching for not less than 20 years and hold a lien on a post of teacher in the Vishwavidyalaya shall be superannuated on attaining the age of 62 (Sixty two) years.
- 34.3 The Teachers as defined under Statute 31 shall be superannuated on attaining the age of 62 (Sixty two) years.
- 34.4 College Librarian, Sports Officer in the UGC scale of pay and Class-IV employees, as defined in Regulations of M.P. PASHU CHIKITSA VIGYAN VISHWAVIDYALAYA for Service Personnel shall be superannuated on attaining the age of 62 (Sixty two) years.
- 34.5 Service personnel, Class-I, II and III categories as defined in Regulations of the M.P. PASHU CHIKITSA VIGYAN VISHWAVIDYALAYA for Service personnel, shall be superannuated on attaining the age of 60 (Sixty) years.
- 34.6 Any officer or employee whose date of birth is the first date of the month, shall retire from the service in the afternoon of the last date of the preceding month.

- 34.7 Any officer or employee may, in the public interest or in the Vishwavidyalaya interest, be retired at any time after he attains the age of 50 years or 20 years of qualifying service, on three months notice without assigning any reason or on payment of three months pay and allowances in lieu of such a notice.

35. **Leave rules for Vishwavidyalaya employees.**—All Officers and employees of the Vishwavidyalaya shall be governed by the leave rules as applicable to the M. P. State Govt. servants of the corresponding grade.

36. **Conditions of service of retired employees:—**

- 36.1 Notwithstanding anything contained in the Statutes, the emoluments of an employee, other than the Vice-Chancellor, who is recruited after his retirement from Government or any Vishwavidyalaya Service, shall be fixed in the Vishwavidyalaya on the basis of last pay drawn minus pension and pension equivalent of death-cum-retirement gratuity, provided that the Board may in any specific case for reason to be recorded in writing, relax the provision under this Statute.
- 36.2 The persons as have been engaged on contract in the Vishwavidyalaya Service after retirement from Government or any Vishwavidyalaya Service, shall be governed by the terms and conditions prevalent in this Vishwavidyalaya:

Provided such persons engaged on contract shall not be continued in the Vishwavidyalaya Service beyond the age of 65 years except with the approval of the Board of Management and such a condition shall be mentioned in the appointment order of each of such persons engaged on contract, as also in the contract to be entered into, between them and the Vishwavidyalaya.

37. **Additional work of Vishwavidyalaya employees:—**

- 37.1 An employee of the Vishwavidyalaya including any officer shall be entitled to additional compensation for work done for the Vishwavidyalaya in addition to his regularly prescribed duties, when so sanctioned by and at such rate of pay as may be approved by the authority or officer as indicated herein for the pertinent class of employees:—

Officers	-	Board
Teachers	-	Vice-Chancellor
Service Personnel	-	Registrar

- 37.2 No officer or employee of the Vishwavidyalaya shall be eligible to additional remuneration except as provided in these Statutes.

CHAPTER-VIII

38. **Heads of the Departments:—**

- 38.1 A Department shall be the primary unit of teaching, research and extension in a particular field of knowledge within a Faculty. Each Faculty shall comprise such departments of teaching with such assignment of subjects of study as may be prescribed and each department shall have a Head who shall be responsible to the Dean of the Faculty for proper organization and working of the department as provided under Section 28 (3) of the Act.
- 38.2 The Vice-Chancellor shall nominate one of the Professor as Head of the Department for a term of three years:

Provided that if there is no Professor in the department, the Dean of the Faculty shall act as Head of the Department until a duly qualified person is available.

- 38.3 The duties of the Head of Department shall be as follows:—

- (a) He shall be responsible to the Dean of Faculty for organization of the teaching in the Department, for the quality and efficient progress of the work related therewith and for the formulation and execution of Departmental policies as they effect the Department;

- (b) He shall report on the teaching, research and extension work of the Department to the Dean of College concerned with copies to respective Dean of Faculty/Director of Instruction.
- (c) He shall have complete general supervision of the work of students in the Department;
- (d) He shall prepare the Departmental budget and be responsible for distribution, expenditure and proper utilization of funds allotted as well as for generating receipts and for the care of departmental property;
- (e) He shall regularly call meetings of the departmental staff for discussion of policies, educational procedures and research assigned to the department and inform staff members of the Department regarding the nature and scope of the work to be undertaken in order to maintain work culture amongst all staff;
- (f) To exercise such powers and discharge such duties as may be delegated or entrusted to him by the officers of the Vishwavidyalaya through the Dean of Faculty.

39. **Delegation of powers.**—The Vishwavidyalaya Board may delegate any of its powers to a committee, or any officer of the Vishwavidyalaya as it may deem fit.

#### CHAPTER- IX

#### TERMINAL BENEFITS AND WELFARE INCENTIVES TO VISHWAVIDYALAYA EMPLOYEES

40. **Pension and gratuity to employees from investment of Contributory Provident Fund .**—Employees opted for pension and gratuity from investments of Contributory Provident Fund under self finance scheme before formation of this Vishwavidyalaya with effect from 1-4-1987 or thereafter shall continue to be governed by the said scheme and draw pension and gratuity from funds generated under self finance scheme of C.P.F. Regulations for pension and gratuity for the benefits of teacher and service personnel shall be laid down by the Vishwavidyalaya Board on the guidelines of the scheme prevalent in J. N. Krishi Vishwavidyalaya, Jabalpur since 1-4-1987;

Provided that employees appointed with effect from 1-1-2005 and thereafter shall be governed by “परिभाषित अंशदान पेन्शन योजना” as amended from time to time and notified by the Government of M. P. and adopted by J. N. K. V. V., Jabalpur as well as by this Vishwavidyalaya to regulate pension and gratuity from the aforesaid date.

41. **Contributory Provident Fund for those who had not opted for pension and gratuity under self finance scheme.**—Employees opted for Contributory Provident Fund Scheme as per Statute 42 of J. N. Krishi Vishwavidyalaya, Jabalpur before formation of this Vishwavidyalaya shall continue to be governed by the C.P.F. rules. Regulations to this effect shall be laid down by the Vishwavidyalaya Board on the guidelines of CPF rules prevalent in Government of M.P.

42. **Implementation of Employees Provident Fund Act 1952 for Contingent Staff.**—Vishwavidyalaya shall make applicable provisions of Employees Provident Fund Act 1952 for contingent staff engaged on consolidated, monthly or on daily wages.

Provided that other beneficial schemes with the consent of representative of contingent staff shall also be given effect which are introduced by Nationalized Banks/Corporation on payment of subscription by the contingent staff.

43. **Welfare incentives for Vishwavidyalaya employees.**—The Vishwavidyalaya shall make possible efforts through Nationalized Banks/Corporation for reimbursement of sum spent on medicines treatment and hospitalization to the extent admissible for the welfare of employees who had opted for drawal of Fixed Medical allowance from the Vishwavidyalaya:

Provided that the expenditure/instalment fixed for above facility by the Nationalized Bank/Corporation shall have to be borne by the Vishwavidyalaya employees.

Provided, further, that Vishwavidyalaya shall make arrangements for the benefit of group insurance, insurance against accident, etc. on such terms and conditions as may be agreed upon by the representatives of the employees and the Nationalized Bank Corporation.

#### CHAPTER- X

44. **Academic programmes - Definitions.**—In this chapter, unless the context otherwise requires.

- 44.1 “**Academic year/session**” means a period consisting of two semesters.
- 44.2 “**Semester**” means a period of consisting of minimum 100 instructional days excluding the annual examination days.
- 44.3 “**Syllabus and curriculum**” means the syllabus and curriculum for courses of study as specified by the Veterinary Council of India.
- 44.4 “**Credit**” is the weekly unit of work recognized for any particular course as per the course catalogue issued by the University. A lecture class of one hour per week shall be counted as one credit whereas a practical class of two hours duration or a working period of three hours duration the Teaching Veterinary Clinical Complex or Institution or Livestock Farm per week shall count as one credit hour.
- 44.5 “**Course**” means a teaching unit of a subject to be covered within a semester as prescribed in the syllabus. Each course is allotted credit hour(s) for theory and practical class(s). The course may be “**Credit Course**”/“**Non-Credit Course**”. In case of credit course(s) “**Grade**” is awarded in points at scale of 10 whereas, in non-credit course, **Pass/Fail** is denoted as **Satisfactory/Unsatisfactory** in place of “**Grade**”.

45. **Vishwavidyalaya catalogue for students**

- 45.1 The academic year shall normally commence soon after the test result are notified by the M. P. Professional Examination Board, Bhopal,
- 45.2 Each semester shall consist of about 100 working days excluding the examination period and preparatory leave. The 1st semester shall normally be from August to December and 2nd semester from January to May.
- 45.3 The Vishwavidyalaya shall publish, prior to the beginning of an Academic Year / Information Booklet for students containing details for use of fresh entrants as under:—
- (a) Calendar of teaching for the Academic Session;
  - (b) Minimum admission requirements for various degrees, seats available for admission in various college;
  - (c) Schedule of fees to be paid by a enrolled student;
  - (d) Scholarships, Financial assistance as provided by the Vishwavidyalaya as well as by other agencies from which students may meet their financial requirements;
  - (e) Various degrees, diplomas awarded by the Vishwavidyalaya and the requirements therefor;
  - (f) Requirements for students to maintain satisfactory performance and continuance thereof;
  - (g) Attendance requirements for each students;
  - (h) Hostels and other residential accommodation for students;



**46. Academic qualifications and requirements for admissions to different course of the Vishwavidyalaya**

- 46.1 Intending candidates seeking admission to various degree courses of the Vishwavidyalaya must possess, the minimum admission requirements prescribed by the Academic Council of the Vishwavidyalaya from time to time.
- 46.2 Intending candidates for admission to the Vishwavidyalaya shall possess good moral habits and such other personal and physical pre-requisites as may be determined by the Academic Council from time to time.
- 46.3 Candidates selected afresh to various courses of the Vishwavidyalaya shall be informed by Registered Post and their names be also displayed on the Notice Board in the manners as prescribed there for from time to time by the Academic Council.

**47. Evaluation of student's performance-Grading and Grade Point Average**

- (a) Grade Point (GP) in a course will be the total marks obtained by a student out of 100 divided by 10.
- (b) Credit Point (CP) in a course will be GP multiplied by the credit hours.
- (c) Total Credit Points = Sum of the credit points secured.
- (d) The Credit Points earned will be zero if the GP in a paper is less than 5.00.
- (e) Grade Point Average (GPA) = Sum of the Total credit Points earned divided by the sum of Credit Hours.
- (f) The corresponding ranking of OGPA with respect to traditional scoring system of Division Ranking shall be as follows :

8.00 and above	-	First Division with Distinction
7.000-7.999	-	First Division
6.000-6.999	-	Second Division
5.000-5.999	-	Pass

**48. Promotion and failure at degree level**

- 48.1 Promotion or failure of a student in a professional year shall be decided only on the basis of aggregate marks of internal and annual board examinations.
- 48.2 A student shall be promoted to next higher professional class only if he/she has passed in all the papers of his/her class by obtaining atleast 50% marks in theory and practical separately (internal and external combined).
- 48.3 A student should secure over all grade point average (OGPA) of 5.00 out of 10.00 at the end of degree programme to be eligible to get B. V. Sc. & A. II. degree.
- 48.4 A student may also be allowed provisional promotion to next higher class till the declaration of the result of the compartment examination(s). However, this promotion shall be subject to clearance in the compartment examination(s) of that/those paper(s) and shall be provisional. If the student fails in the compartment examination(s), he/she shall stand automatically reverted to the class from where he/she was allowed provisional promotion.
- 48.5 Failed students shall register again for the entire professional class, they failed. Such students shall have to fulfill all requirements of the class afresh.

- 48.6 A student failing in the annual examination for three consecutive years in a professional year of B.V. Sc. & A. H. degree programme, shall be finally dropped automatically from the University on account of poor academic performance.
- 48.7 In no case, a student shall be allowed to continue his/her B. V. Sc. & A. H. studies beyond 8 academic years (16 semesters) in a Veterinary College.
- 48.8 **Compartment Examination**
- (a) A Student failing in a maximum of two papers only may be allowed once to appear in compartment examinations for those paper(s). Compartment examination shall comprise of the external component of both the theory and practical of the failed paper(s), which shall constitute the 100% weightage for that paper(s) and the marks of internal examination shall not be considered for the evaluation of Compartment Examination.
- (b) The compartment examinations shall be conducted within 20 calendar days after the date the results of the concerned professional year examination declared. The results of such compartment examination shall be declared within 5 days after the examination is conducted.
- (c) In case of failure in any of the compartment paper(s), the student will be reverted back to the previous professional year and will be required to repeat all the requirements of that failed professional year.

#### 49. Promotion and failure at Post Graduate level

- 49.1 If a student fails to obtain 60% marks in any course of Postgraduate programme either in theory or practical he/she shall be deemed to have failed in the theory or practical and will be required to repeat theory or practical, as the case may be to clear/pass the same.
- 49.2 If a student of postgraduate or Ph. D. programme fails in more than 2 courses (theory or practical) shall be treated as fail and he/she shall be re-admitted at the end of the academic session and be treated as afresh student for all purpose including fee structure.
- 49.3 A student of postgraduate or Ph. D. degree programme failing in 2 or fewer courses at the end of the academic session shall be placed on academic probation and shall be permitted to register for thesis research. Such student will be permitted to clear courses (theory/practical) in which he/she has failed as and when the examinations are conducted. These students shall have to pay additional examination fee @Rs. 100/- per theory or practical examination. Marks obtained while repeating the theory paper/practical shall substitute the previous marks.
- 49.4 The students registered exclusively for repeat course(s) in a semester for which attendance is not required shall have to pay all fees prescribed for a semester except tuition fee for the said semester.
- 49.5 A re-admitted student of postgraduate degree programme failing in more than 2 courses in two consecutive academic sessions shall be dropped from the roll of the Vishwavidyalaya.
- 49.6 Aggregate marks/OGPA for Master's and Ph. D. degree are 65% or 6.50 OGPA. A student fails to earn requisite OGPA prescribed for the postgraduate degree may have to repeat certain theory and practical courses in order to secure the required OGPA.
- 49.7 A student obtaining OGPA of 6.50 at Master's degree or Ph. D. degree on a 10 point scale at the end of postgraduate degree programme and on completion of other requirements laid down by Faculty, shall be eligible for the award of Master's/Ph. D. degree.
- 49.8 A student who has completed the requirement of Master's/Ph. D. degree and has earned OGPA 8.50 and above shall be awarded **Certificate of Honour**.

**50. Financial Assistance to students**

- 50.1 The Vishwavidyalaya shall make Regulations with the approval of Academic Council to provide financial assistance to meritorious students and to those deserving students who are financially weak.
- 50.2 The Vishwavidyalaya shall raise funds by getting donations from donors/charitable trusts in order to provide financial assistance to deserving students of the Vishwavidyalaya on their requests, without prejudice to the interest of the Vishwavidyalaya.

**51. Schedule of fees for students**

- 51.1 An enrolled student shall pay such semester fees as may be prescribed by Regulations made by the Academic Council - Fees once paid shall not be refunded. However, it can be adjusted or refunded if the mistake is on the part of the Vishwavidyalaya.

**52. Award of degrees, diplomas - requirements thereof**

- 52.1 An enrolled student on completion of minimum residential requirements and prescribed courses laid down by the Faculty of Veterinary Science & Animal Husbandry shall be eligible for the award of Bachelor's degree. The degree programmes conducted at present by the Vishwavidyalaya are as under:—

Bachelor of Vety. Science and Animal Husbandary.	B. V. Sc. & A. H.	5 years degree course
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- 52.2 An enrolled student of Bachelor's degree shall be required to study series of courses (Curriculum) prescribed by the Faculty of Veterinary Science & Animal Husbandry and approved by the Academic Council so as to provide opportunities to students to gain basic and usable knowledge which should make him capable of dealing reasonable well with all facts of relevant subject and rural life.
- 52.3 A student in order to earn a Bachelor's degree, according to prescribed standards have completed in the Vishwavidyalaya the course credits prescribed by Regulations for the particular degree and must earned overall Grade point average of at least 5.00 out of 10.00 scale.

**53. Award of Post Graduate Degree - requirements thereof**

- 53.1 An enrolled student on completion of minimum residential requirements and prescribed courses, laid down by the Faculty of Veterinary Science & Animal Husbandry shall be eligible for the award of Post Graduate degree as under :—

(a) Master of Vety. Science & Animal Husbandry.	M. V. Sc. & A. H.	Two years degree course
(b) Doctor of Philosophy (Vety. Sc. & A. H.)	Ph. D. (Vety. Science & Animal Husbandry)	—do—

- 53.2 An enrolled student of Post Graduate degree shall be required to study series of courses prescribed by the Faculty of Veterinary Science & Animal Husbandry and must earn minimum 6.00 OGPA at Master level and 7.00 at Ph. D. level out of 10.00 scale.
- 53.3 Post Graduate students are also required to submit a thesis/project report or both, on the basis of research problem/project allotted by the Advisory Committee which is approved by the Director of Instruction.

**54. Honorary Degree**

- 54.1 In the best interest of the Vishwavidyalaya Honorary degree of D. Lit. or D. Sc. may be conferred to an Eminent Scientist or distinguished person on the recommendation of the Academic Council and Board. The Board shall make such recommendation to the Chancellor as it deems to be in the best interest of the Vishwavidyalaya.

**55. Diplomas, certificates etc.**

- 55.1 The Vishwavidyalaya may in accordance with the Regulations made by the Academic Council award to enrolled students and to other persons who have completed non degree work sponsored by the Vishwavidyalaya appropriate diplomas, certificates etc. without prejudice to the interest of Vishwavidyalaya.

**56. Withdrawal of Degree, diplomas**

- 56.1 Vishwavidyalaya can withdraw a degree, diploma, certificate or other distinctions conferred on a person, if the interest(s) of the Vishwavidyalaya are adversely effected with the prior approval of Academic Council and Board. However, for withdrawal of Honorary degree concurrence of Chancellor shall be mandatory.

**CHAPTER-XI****57. Employees Housing and other Accommodations**

- 57.1 The Vishwavidyalaya may procure, construct, own, take on lease and use houses for Vishwavidyalaya employees as determined by the Board to be necessary for the proper functioning of the Vishwavidyalaya. Vishwavidyalaya shall make up and adopt Regulations for the proper administration of staff housing matters.
- 57.2 As recommended by the appropriate authority the Board may provide and operate for employees of the Vishwavidyalaya health, recreational and other ancillary facilities. All such facilities shall be administrative as provided in Regulations prepared and adopted by the authorities.

**58. Student cafeterias and other accommodatin for students**

- 58.1 An enrolled student of the Vishwavidyalaya shall live in :
- his own home or the home of his parent or at a place where the college situated.
  - in a Vishwavidyalaya hostel or acquired accommodation by the Dean for students. Regulation on this subject shall be made by the Academic Council.

58. The Vishwavidyalaya shall provide and operate for enrolled students of the Vishwavidyalaya such cafeterias, health, recreational, shopping and other ancillary facilities as may be deemed by the Board to be in the best interests of the Vishwavidyalaya. The Academic Council shall make Regulations for such purpose. The Regulations shall be administered by the Dean of Students Welfare and/or by such other persons as may be designated by him with the approval of the Vice-Chancellor.

**59. Vishwavidyalaya Hostels for students**

- 59.1 The Vishwavidyalaya shall provide and operate as deemed by the authorities to be in the best interest of the Vishwavidyalaya student hostels and other housing facilities for enrolled students of the Vishwavidyalaya.
- 59.2 An enrolled student who occupies a Hostel or other facility of the Vishwavidyalaya shall pay to the Vishwavidyalaya hostel fee as may be determined by Academic Council prior to the beginning of semester.
- 59.3 The Academic Council may grant exemption from payment of the hostel fee to an indigent person or such other student as it may deem fit.
- 59.4 The Academic Council shall make Regulations for the management of Hostels and other matters related thereto and such Regulations shall be administered by the Dean of Students Welfare. The Regulations, so made, shall provide for maximum participation of enrolled students in the management of hostels occupied by them as is consistent with good management of a Vishwavidyalaya facility.
- 59.5 For the purposes of this Statute, the Hostel fee shall exclude messing charges.