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PART IV-B

Rules and Orders (Other than those published in Parts I, I-A, and I-L) made
by the Government of Gujarat under the Gujarat Acts

EDUCATION DEPARTMENT

Notification

Sachivalaya, Gandhinagar, 18th October, 2019

GUJARAT PRIVATE UNIVERSITIES ACT, 2009.

No.GH/SH/95/EPU/2019/354/KH1 :- In exercise of the powers conferred by the Section 26 of the Gujarat Private Universities Act, 2009 (Gujarat Act No.8 of 2009), the Government of Gujarat hereby approves the First Statute of the Gokul Global University, Patan as proposed by the Governing Body of the Gokul Global University, Patan in its meeting held on 23rd February, 2019.

By order and in the name of the Governor of Gujarat,

PAKESH THAKORE,

Under Secretary to Government.

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In Exercise of Powers conferred under Section 26 of the Gujarat Private University Act '2009 (Gujarat Act No.8 of 2009)', the Governing Body of the University here by makes the following First Statutes of the Gokul Global University.

1. PRELIMINARY

1.1 SHORT TITLE, SCOPE AND COMMENCEMENT:

- (1) The "Statutes" means First Statutes of the Gokul Global University.
- (2) These Statutes shall come into force with effect from the date of the notification in the Official Gazette.
- (3) The Statutes are in conjunction with the provisions of the Gujarat Private Universities Act, 2009. In case of any changes in the provisions of the Act or the Rules or the Statutes, the provisions of the Act or the Rules made under the Act shall prevail.
- (4) Nothing in these Statutes shall be deemed to bar the University from amending the Statutes subsequently, according to the provision of Section 27 of the Act and the amended Statutes, if any, shall be applicable with immediate or prospective effect from such a date as prescribed in the notification.
- (5) The first statutes have been framed in the 1st meeting of the Governing Board of Gokul Global University held on 23rd Feb, 2019 vide Resolution No. 1.1

1.2 DEFINITIONS:

In these Statutes unless the context otherwise requires, all words and expressions used herein and defined in the Act and the statutes shall have the meanings respectively assigned to them in the Act and the Statutes.

- (1) "Act" means the "Gujarat Private Universities Act 2009" (Gujarat Act No.8 of 2009) as amended from time to time.
- (2) "Academic Council" means the Academic Council of the University constituted under section 22 of the Act;
- (3) "Academic Year" means Academic Year consisting of two consecutive (one odd + one even) semesters normally commencing from the month of July/August and ending in the month of June / July of the respective calendar year.
- (4) "Board of Studies" means the Board of Studies of Faculties of the University.
- (5) "Chief Finance and Accounts Officer" means the Chief Finance and Accounts Officer of the University appointed under section 17 of the Act.
- (6) "College" means a College or an Institution established or maintained by the University providing courses of study or training or providing for conduct of research or providing for extension in different courses, leading to a degree, diploma or other academic distinction of the University.
- (7) "Common Seal" means the seal of the University.
- (8) "Convocation" means the convocation of the University where Degrees, Diplomas, Academic Distinctions, Honorary Degrees and Certificates are awarded to the students for completing the courses satisfactorily and as per passing requirements of the University.
- (9) "Course" means an organised subject matter in which instructions are offered through series of Lectures/tutorials/field work/outreach activities/Project work/Vocational Training/Viva-Voce Examination /Seminars/Assignments/Presentations/Self-study/Rural camps/Study Tours etc. or a combination of some of these during semester.

- (10) "Credit" means a unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical/team work/field work per week.
- (11) "Dean" means Dean of the faculty;
- (12) "Employee" means regular or permanent person working on the payroll of the University which includes officers other than the President and the Provost, teachers and other employees.
- (13) "Equivalent Credit" means credit granted for Assignments, Seminar, Workshop etc as may be decided from time to time by each Academic Department and/or Faculty through the Head of Department or Dean of Faculty and as approved by the Academic Council.
- (14) "Faculty" means Faculty of the University.
- (15) "Head of Department" means a teacher principally responsible for imparting education in different courses and guiding research in different courses and conducting and guiding programmes of extension in a Department;
- (16) "Hostel" means a unit of residence for students of the University maintained or recognised by the University either as a part of or separate from the University;
- (17) "Main Campus" means campus of sponsoring body having headquarters of the University and the facilities, non-movable infrastructure under the usage and/or possession by the sponsoring body and or university as acquired by purchase, lease, donation, gift, and grant by the regulatory authorities including state or central government.
- (18) "Officer" means an officer of the University as specified under section 13 of the Act;
- (19) "Other Employees" mean employees other than the officers and teachers.
- (20) "Provost" means Provost of the University appointed under section 15 of the Act.
- (21) "Registered Graduate" means a graduate registered under the provision of this Act;
- (22) "Registrar" means Registrar of the University appointed under section 16 of the Act;
- (23) "Regular education" means delivering instruction which includes teaching, learning, training and related activities directly by the teacher synchronously to or on virtual platform/classrooms, cloud computing, digital mode/classrooms, broadcasting/electronic media or otherwise at the Campus/campuses of the University.
- (24) "Regulations" mean regulations of the university.
- (25) "Rules" means the rules framed by the state government under the "Gujarat Private Universities Act, 2009".
- (26) "Scheme and Curriculum" means nature, duration, pedagogy which includes syllabi, eligibility and such other related details (by whatever name it may be called) for the concerned courses(s) of the University.
- (27) "Subject" means the basic unit (s) of instruction, teaching, training, research etc. by whatever names it may be called, as prescribed under the scheme and Curriculum.
- (28) "Teacher" means a Professor, Associate Professor, Assistant Professor, or any other person required to impart education or to guide research or to render guidance in any other form to the students for pursuing a course of study of the university.
- (29) The terms "he", "him" and "his" include the feminine gender too.

1.3 SEAL OF THE UNIVERSITY:

The university shall have a common seal to be used for the purpose of University.

(A) Design of the Common Seal

The design of the seal shall be as under subject to further changes or amendments as deemed necessary by the university from time to time.

**(B) Custody of the Common Seal**

The common seal of the university shall remain in the custody of the Registrar.

(C) Uses of the Common Seal

- (i) For awarding all the certificates by the University
- (ii) For entering into contracts between the University and the Teachers.
- (iii) For entering into contracts between the University and private bodies.
- (iv) On rubber stamp to be used for the University office and the various offices under the jurisdiction of the University as a source of authentication.
- (v) For such other uses as may be decided by the Provost from time to time.

1.4 LOGO OF THE UNIVERSITY:

The logo of the University shall be as under subject to further changes or amendments as deemed necessary by the university from time to time.

(A) Our Motto:

विद्या अनन्तम्

Meaning in English: "Education is eternal"

Our Symbol:

The logo comprises the book, candle and torch which symbolise knowledge, light and revolution respectively. Thus, the logo enlightens society through revolution of the knowledge.

(B) Uses of the Logo:

- (1) In the Flag of the University
- (2) Crest on University books and Publications.
- (3) Crest on Letter Head of the Provost and the University Officers.
- (4) On University vehicles
- (5) For such other uses as may be decided by the Provost from time to time.

1.5 FLAG OF THE UNIVERSITY:

The Flag of the University shall be as under subject to further changes or amendments as deemed necessary by the university from time to time.

- (1) Its shape shall be rectangular having length one and half times the width. This is the standard size of the National Flag.
- (2) The colour of the flag shall be white which is considered as a symbol of peace.
- (3) The University logo shall be in the middle of the white colour
- (4) The cloth of the flag shall be Khadi-Silk.
- (5) The largest size of the flag shall be 1-1/2 meter x 1 meter, and the smallest one shall be 18 cm x 12 cm.
- (6) The University flag shall be used at annual function of the University and on such occasions and for such purposes as may be determined by the Provost.
- (7) The Registrar shall be custodian of the University flag.

The University may also decide to make use of Anthem, Insignia, Mace, Medal, and other symbolic or graphic expressions, abbreviations or likewise, for such purposes as deemed necessary from time to time.

1.6 OBJECTIVES OF THE UNIVERSITY:

Apart from the objects of the University described in Section 4 of the Act, the University shall also have the following objectives:

- (1) To collaborate with other Universities, Research Institutions, Industries, Government and other organisations of the nation and over sea countries towards the fulfillment of the university objectives.
- (2) To offer Degree Programmes jointly with other Degree granting Universities/institutions; both, Indian or Foreign, provided that such institution(s) is/are properly accredited in their home country and with the prior approval of the State Government and the UGC.
- (3) To attract candidates for various courses from other states and overseas countries for better interaction among students from different cultures.
- (4) To pursue any other objective as laid down under relevant guidelines of the Central Government or the State Government in that regards, from time to time.

2. AUTHORITIES OF THE UNIVERSITY

2.1. THE GOVERNING BODY

2.1.1. Constitution of the Governing Body

- (1) The formation of the Governing Body shall be as per provisions of the Gujarat Private Universities Act, 2009.
- (2) The President shall be an ex-official member and Chairperson of the Governing Body
- (3) The Registrar shall be the Member secretary of the Governing Body.
- (4) The tenure of the Governing Body shall be three years and may be reconstituted with the same members in accordance with Gujarat Private Universities Act, 2009.
- (5) The Governing Body shall meet at least three times in a calendar year and the quorum shall be of four members.
- (6) In case of difference of opinion amongst the members of Governing Body, with regards to any matter, the decision of the President shall remain binding to all.

2.1.2. Powers and Functions of the Governing Body

Apart from the powers vested in the Governing Body as per the provisions under the Act, the Governing Body shall have the following powers and functions:

- i. To make, review and approve, from time to time, the policies, plans and procedures and suggest measures for improvement and development of the University.
- ii. To supervise and control affairs of the University.
- iii. To control and manage the assets and infrastructure of the University.
- iv. To authorise operation of bank accounts of the University.
- v. To appoint auditors for the ensuing year and determine their remuneration.
- vi. To institute, abolish or suspend any teaching post in the University, on recommendation of the Academic Council through the Board of Management.
- vii. To regulate integration/taking over of the institutions/colleges/centres/schools of the sponsoring body by transferring their assets and liabilities, staff and enrollment of the students to the University.
- viii. To make recommendations on any matter referred to it by the President and Sponsoring Body.
- ix. To make recommendation to the Sponsoring Body for the creation of new posts of officers, teachers and staff of the University.
- x. To consider and approve the recommendations made by the Board of Management, the Academic Council, the President and the Provost.
- xi. To exercise such other powers and functions as may be assigned by the Sponsoring Body.

2.2. THE BOARD OF MANAGEMENT**2.2.1. Constitution of the Board of Management**

- (1) The formation of the Board of Management shall be the same as laid down under the Gujarat Private Universities Act, 2009.
- (2) The President shall be an ex-officio member and Chairperson of the Board of Management.
- (3) The Registrar shall be the member secretary of the Board of Management.
- (4) The tenure of the nominated members of the Board of Management shall be three years.
- (5) The Board of Management shall meet once in every two months and the quorum shall be of four members.

2.2.2. Powers and Functions of the Board of Management

- i. To accept financial accounts together with audit report.
- ii. To accept the Annual and Supplementary Budget of the University and to place it before the Governing Body for its consideration and approval.
- iii. To adopt and follow the Budget for expenditure as approved by the Governing Body.
- iv. To create new posts of teachers, other officers and staff of the University and recommend the same to the Governing Body for its approval.

- v. To get the approval of the Governing Body before the implementation of such decisions that may be having a bearing on the finances of the University.
- vi. To lay down and regulate the pay scales, allowances and conditions of service of University officers, teachers, other academic staff and non-teaching staff.
- vii. To accept on behalf of the University bequests, donations and transfers of any movable or immovable property of the University.
- viii. To consider and approve the minutes of the selection committee.
- ix. To monitor, control and administer the general activity of the University
- x. To frame the fee structure for each programme to be levied from the students in consonance with Fee Regulation Guidelines as suggested from time to time by the state government.
- xi. To perform any other function that may be assigned by the Governing Body, the Board of Management, the President and the Provost.

2.3 THE ACADEMIC COUNCIL:

2.3.1 Constitution of the Academic Council:

The Academic Council shall be the principal academic body of the University and shall coordinate and exercise general supervision over the academic policies and programmes of the University.

- (1) The Academic Council shall consist of the following members:
 - (a) Provost - - - - Chairman
 - (b) All Deans of the Faculties
 - (c) Directors such as Director of Research, Director of Students' Welfare, Director of Physical Education and Director of IT.
 - (d) Special invitees as nominated by the President
- (2) The term of the nominated members of the Academic Council will be for three years.
- (3) The Provost, as the Chairman, shall preside over the meetings of the Academic Council and in his absence any other person nominated by the President shall preside over the meeting.
- (4) The Registrar shall be the Member-Secretary of the Academic Council and in the absence of the Registrar, any other person authorised by the Provost shall act as the Member Secretary.
- (5) Ordinarily seven clear days' notice shall be given for all meetings of the Academic Council and the agenda papers shall be issued at least five days before the date of the meeting. The notice for emergency meetings shall ordinarily be three days.
- (6) One half of the members of the Academic Council including the Chairperson shall form the quorum at a meeting, provided that no quorum shall be necessary for adjourned meetings.

2.3.2 Powers and functions of the Academic Council:

Subject to the provisions of the Act, the Academic council shall have the following powers and functions; namely,

- i. To approve the syllabus of different courses/subjects submitted by the Board of Studies
- ii. To arrange for the conduct of the examinations according to the Ordinances made for the purpose.

- iii. To promote teaching and research and related activities in the University.
- iv. To make recommendations to the Governing Body through the Board of Management for proposals received from the different Faculties of the University for the Conferment of degrees, diplomas, certificates, honorary degrees or any such other distinction or honour of the University.
- v. To exercise general supervision over the academic policies and programmes of the University and to give directions regarding the methods of instruction, teaching and evaluation of research or improvements in academic standards.
- vi. To consider matters of general academic interest either on its own initiative or on recommendation of the Board of studies or on a reference made by the Board of Management or the Governing Body and to take appropriate action thereon.
- vii. To make proposals to the Governing Body through the Board of Management for allocating departments to the Faculties.
- viii. To make proposals to the Board of Management for the institution of fellowships, scholarships, studentships, exhibitions, medals and prizes and to make rules for their award.
- ix. To formulate, modify or revise schemes for the organisation and assignment of subjects to the Faculties/Institutes/Departments, and to report to the Board of Management and the Governing Body as to the expediency of abolition, reconstitution or division of any Faculty/Institute/Department of the university.
- x. To recognise the Degrees, Diplomas and Certificates of other Universities and Institutions and to determine their equivalence.
- xi. To consider academic related proposals submitted by the Board of Studies.
- xii. To award stipends, scholarships, medals and prizes in accordance with the Ordinances and such other conditions as may be attached to the award from time to time.
- xiii. To publish syllabi of various courses of study and list of prescribed or recommended text books for subjects.
- xiv. To appoint committees for admission of students in different Faculties/ Institutes/ Departments of the University.
- xv. To recommend to the Board of Management the rates of remuneration and allowances for examination work.
- xvi. To co-opt members from amongst the persons having, special knowledge or experience in the subject matter of any particular business that may come before the council for consideration. The member so co-opted shall have all the rights of the member of the council in regards to the transaction of the business in relation to which they may be co-opted.
- xvii. To exercise such other powers and perform such other duties as may be referred to it by the Governing Body or the Board of Management or the President or the Provost from time to time.

2.4 THE FINANCE COMMITTEE:

2.4.1 Constitution of the Finance Committee

- (1) The Finance Committee shall consist of the following persons, namely:
 - (i) The President Chairman
 - (ii) The Provost Member

- | | | |
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| (iii) | The Registrar | Member |
| (iv) | One person nominated by the President | Member |
| (v) | One person nominated by the Sponsoring Body | Member |
| (vi) | Chief Accounts Officer | Member Secretary |
- (2) The tenure of the members of the finance committee, other than ex-officio members (Nominated Members) shall be three years.
- (3) The finance committee shall meet at least twice in each academic year.
- (4) A notice for the meeting of the finance committee shall be given so as to reach the committee members at least fifteen days in advance of the meeting and the agenda for the meeting shall be sent to the members at least five days in advance of the meeting.
- (5) Four members of the finance committee including the Chairman shall constitute the quorum for the meeting.

2.4.2 Powers and the functions of the Finance Committee

- i. To prepare the annual estimates of income and expenditure of the University and to put up to the Governing Body through the Board of Management for its consideration and approval.
- ii. To consider the annual accounts of the University prepared under the direction of the President and to put up to the Governing Body through the Board of Management for its consideration and approval.
- iii. To make its recommendations to the Board of Management to accept bequests and donations to the University on such terms, as it deems proper.
- iv. To recommend the mechanism and ways and means to generate resources for the University.
- v. To consider any other matter referred to it by the Governing Body/Board of Management and makes its recommendations thereon.
- vi. To fix and approve various allowances to the officers and staff of the university.
- vii. To ensure that the Regulations relating to the maintenance of accounts of the income and expenditure of the University are followed.
- viii. To advise the University on any matter affecting finances.

2.4.3 FACULTIES:

1. The University shall include the following Faculties with various Departments /Centres /Institutes/ Colleges / Schools associated with them:
 - (1) Faculty of Engineering
 - (2) Faculty of Paramedical
 - (3) Faculty of Nursing
 - (4) Faculty of Science
 - (5) Faculty of Law
 - (6) Faculty of Commerce and Management
 - (7) Faculty of Humanitiesand such other Faculties as may be deemed important shall be added from time to time.
2. Each Faculty shall have such departments as may be assigned to it by the Academic Council from time to time.

3. Each Faculty will be headed by a Dean of the Faculty who will directly liaise with the Provost.
4. There shall be Board of Studies under each faculty.

2.5 BOARD OF STUDIES:

2.5.1 Constitution of the Board of Studies:

- (1) There shall be a Board of Studies for each faculty comprising:
 - (a) The Dean of the Faculty – Chairperson.
 - (b) All Heads of the Department of the Faculty.
 - (c) Five experts of the concerned faculty/department to be nominated as members by the Provost on the recommendation of the Chairman, Board of Studies from outside the University from academia/Industries.
- (2) The terms of the member of the Board of studies shall be three years.
- (3) The Provost can constitute the board of studies for the faculties/departments to be started by the University as and when required.

2.5.2 Functions and duties of the Board of Studies:

- i. To consider and make recommendations to the Academic Council on all the matters pertaining to academics.
- ii. To propose to the Academic Council, the courses of the study for various programmes of instructions offered in respective faculty of the University.
- iii. To propose to the Academic Council, the curricula of the Department and advise in regard to all questions related to syllabi for various courses.
- iv. To revise and update contents of the syllabi from time to time and recommend to the Academic Council for its approval.
- v. To recommend to the Academic Council, the establishment of new Department, abolish/sub-division/or otherwise re-constitution of existing Department/s.
- vi. To recommend text books and reference books, courses of the studies relating to the subjects under the Board of Studies.
- vii. To give a shape to the development of the subject or group of subjects on the Board of Studies.
- viii. To report on all matters referred to it by the Academic Council or the Board of Management.

2.6 BOARD OF EXAMINATIONS:

2.6.1 Constitution of the Board of Examinations:

- (1) The Board of Examination of each department shall consist of the following members:
 - (i) Dean of the concerned faculty as chairperson.
 - (ii) Subject Head of the concerned Department
 - (iii) One senior teacher of the Department to be nominated by the Provost.
- (2) Two members shall constitute the quorum for the meeting.
- (3) The subject head of the concerned department shall act as the Chairman of the Board of Examinations, in the absence of the Dean of the concerned Faculty.

2.6.2 Functions of the Board of Examination:

- i. The Board of Examinations of the department shall recommend a panel of three names to the Provost, for the appointment of examination paper setters, moderators and practical examiners of each semester/year. The Provost shall have the right to add or delete names in the proposed list.

2.7 BOARDS AND COMMITTEES:

The Authorities of the University may constitute boards or committees consisting of members of the authority and such other persons, if any, as that authority in each case may think fit and any such board or committee may deal with any subject assigned to it subject to the subsequent ratification by the authority which appointed it.

3 - OFFICERS OF THE UNIVERSITY**3.1 PRESIDENT****3.1.1 Appointment, Terms and Conditions of the President**

- (1) The President shall be appointed by the sponsoring body in consultations with the State Government for a period of three years. The sponsoring body shall, by simple majority, finalise the name of the President.
- (2) The President shall be appointed for three years and shall be eligible for reappointment for a period of three years from time to time. Such appointment shall be made by the sponsoring body in consultations with the State Government. On completion of three years, the President notwithstanding the expiry of the term shall continue to hold his office, till the appointment/reappointment is made by the sponsoring body.
- (3) It shall be the duty of the President to ensure that the Act, the Statutes, the Ordinances and the Regulations are faithfully observed.
- (4) The President shall exercise general control over the affairs of the University.

3.1.2 Powers and functions of the President

- i. The President shall be the head of the University and shall, when present, preside at the convocation of the University.
- ii. Every proposal to confer an honorary degree shall be subject to the confirmation of the President.
- iii. The President shall preside at the meetings of the Governing Body, the Board of Management and the Finance Committee.
- iv. The President shall exercise and perform such other duties as may be prescribed.

3.2 PROVOST**3.2.1 Appointment, Terms and Conditions of the Provost**

1. The Provost shall be appointed by the Governing Body out of a panel of three persons recommended by the Search Committee consisting of the following members:
 - i. An eminent professional to be nominated by the Board of Management;
 - ii. An eminent educationist to be nominated by the Board of Management.
 - iii. One member of the Board of Management to be nominated by the President.
2. The Provost shall hold office for a period of three years and shall be eligible for reappointment for another term of three years. The Provost shall continue to hold the

office even after expiry of his term till new Provost take charge of the office, but in any case this period shall not exceed one year.

3. During the leave or absence of the Provost, one of the university officers from the Cadre of Dean, Registrar or Director of Research preferably senior most officer, nominated by the President shall carry on current duties of the office of the Provost.
4. The Provost shall receive pay as prescribed by the UGC and approved by the University.
5. The Provost shall be entitled to 30 days leave on full pay for each completed year of service. He may avail himself of this leave whenever he finds it necessary of such leave, he shall make a report thereof to the Hon'ble President who may make arrangements for carrying out his duties during his absence. In addition, he shall be entitled to casual leaves and restricted holidays as applicable to other employees. Balance of such leave shall cease at the end of the year.
6. The Provost shall, in addition, be entitled to free furnished residential accommodation. The University will maintain the grounds of the Provost lodging.
7. The Provost shall be provided with a car along with driver and the same shall be maintained by the University. The Provost shall be eligible to use car for his private journey limited to 500Km. per month.

3.2.2 Powers, functions and duties of the Provost

- (i) The Provost shall be the principal executive and academic officer of the University and shall, in absence of the President, preside at any convocation of the University. He shall be an ex-officio member and Chairman of the Academic Council and ex-officio member of the Governing Body, the Board of Management and the Finance Committee.
- (ii) The Provost shall exercise general control over the affairs of the University and shall be responsible for the maintenance of discipline in the University.
- (iii) It shall be the duty of the Provost to ensure that the provisions of the Act, the Statutes, Ordinances and Regulations are faithfully observed and he shall have all the powers necessary for the purpose.
- (iv) The Provost shall have the power to constitute committee/s including admissions, examinations and others which he deems fit for the performance of the duties assigned to him by the Act.
- (v) The Provost shall be empowered to take decisions, which he deems fit, as may be found necessary by him in case of emergencies/ exigencies. Such decisions shall be reported to the concerned authority or committees for approval and in the event of difference in the opinion; it shall be referred to the President, whose decision shall be final.
- (vi) The Provost shall convene the meetings of all authorities and bodies as required under the Act.
- (vii) The Provost shall give effect to the orders of the Board regarding the appointment, dismissal, suspension and punishment of officers, teachers and other employees of the University.
- (viii) He shall exercise such other powers and perform such other functions as assigned to him by the Governing Body, the Board of Management or the President.

3.3 REGISTRAR

3.3.1 Appointment, Terms and conditions of the Registrar

- (1) The Registrar shall be a full time salaried officer of the University and shall discharge his duties under the general superintendence and control of the Provost.
- (2) The qualifications of the candidate for selection on the post of the Registrar shall be as per the UGC norms.
- (3) The appointment of the Registrar shall be as per the provisions of section 16 of the Act, subject to prior approval of the Board of Management on recommendations of the Selection Committee constituted for the purpose. However, the first Registrar shall be appointed by the President for a period of three year.
- (4) Selection Committee for the selection of Registrar shall be as per UGC norms.
- (5) Selection Procedure shall be followed as per UGC norms.
- (6) The Registrar shall receive pay as prescribed by the UGC and approved by the University.
- (7) The Registrar shall be entitled for free residential accommodation.
- (8) The Registrar shall be provided with car along with driver. The same shall be maintained by the University.

3.3.2 Powers, functions and duties of the Registrar

The following shall be the duties and powers of the Registrar, besides the powers and duties laid down in the Act

- i. He shall be responsible for the safe custody and maintenance of all the University records, common seal and other such property of the University as the Governing Body may decide.
- ii. He shall deal with establishment matters and general administration in the University.
- iii. He shall act as principal liaison officer of the University with the State Government, Central Government, UGC, Other Universities, Councils and other bodies.
- iv. In all suits and other legal proceedings by or against the university, the pleading shall be signed and verified by the Registrar and all processes in such suits and proceedings shall be issued to, and served on, the Registrar
- v. He shall conduct official correspondence of the University, Governing Body, Board of Management, Academic Council and any other statutory bodies or Committees.
- vi. He shall sign, after obtaining the necessary approval of the competent authority; all the contracts and Deeds in connection with the administrative and service matters of the University, all bonds, agreements, lease deeds or any other legal documents entered into with the Central Government, State Government or any other duly constituted body, written statement or any such similar documents while filing or defending any civil, criminal, labour or industrial proceedings.
- vii. He shall ensure up-to-date revenue record on lands of the university, its up keep, care and maintenance by the various departments of the university.
- viii. He shall carry out annual physical verification of stocks and stores in the University.
- ix. He shall issue notices conveying the dates of meetings of the University authorities to the members and shall make necessary arrangements for the conduct of the meetings and for other assigned duties by the Board of Management or Committees of which he is the Member Secretary as per the Act.

- x. He shall provide the copies of Agenda of the meeting of the Governing Body, the Board of Management, the Academic Council and such other bodies which are formed under the direction of the President/the Provost and to record the proceedings and issue the minutes to the members after approval of the chairman.
- xi. He may speak at a meeting of a Body of which he is the Member Secretary without the right of voting, with the permission of the Chairman.
- xii. It shall be the responsibility of the Registrar to execute the decisions taken in the meetings of the Governing Body, the Board of Management, the Academic Council and other Committees/Bodies of which he is the Member Secretary.
- xiii. The Registrar shall make available such papers and documents and other information as the Governing Body / the Board of Management/ the President / the Provost may desire.
- xiv. The Registrar shall supervise and control the work of the staff working in different offices/units of the University and shall write their confidential reports which will be reviewed and endorsed by the Provost/the President.
- xv. All Examinations of the University shall be conducted by the Controller of Examinations under the monitoring and supervision of the Registrar who may give suggestions, advices and necessary orders to the Controller of Examinations and Examination Committees regarding the procedures of the Examination which shall be obligatory to them.
- xvi. He shall arrange for the security of the main campus of the University.
- xvii. The Registrar shall render such assistance as may be desired by the President/ the Provost in performing official duties.
- xviii. He shall exercise such other powers and perform such other duties as may be required in order to further the objectives of the University, as may be conferred or imposed on him by the Statutes, Ordinances, Regulations or by the President/ the Provost from time to time.

3.4 Chief Finance and Accounts Officer

3.4.1 Appointment, Terms and conditions of the Chief Finance and Accounts Officer

- (1) Chief Finance and Accounts Officer (CFAO) shall be a whole time salaried officer of the University responsible for handling accounts, audit and finance of the University.
- (2) The qualifications of the candidate for selection on the post of the CFAO shall be as per the UGC norms:
- (3) The appointment of the CFAO shall be made by the Provost subject to prior approval of the Board of Management on recommendation of the selection committee constituted for the purpose. However, the first CFAO shall be appointed by the President for a period of three years.
- (4) Selection Committee for the selection of CFAO shall be as per UGC norms.
- (5) Selection Procedure shall be followed as per UGC norms.
- (6) The CFAO shall receive pay as prescribed by the UGC and approved by the Board of Management from time to time.

3.4.2 Functions and duties of the Chief Finance and Accounts Officer

- i. To manage the Accounts and Funds of the University for maintaining the records properly and for regularly getting them audited.
- ii. To supervise, control and regulate the working of the Accounts and Finance of the University.

- iii. To maintain files of financial records and any such other finance related records of the University as the Governing Body may decide.
- iv. To discharge all such functions as assigned from time to time by the President / the Provost of the University.
- v. The CFAO shall report to the President through the Registrar and the Provost.

3.5 Director of Research

3.5.1 Appointment, terms and conditions of the Director of Research

- (1) The Director of Research shall be a whole time salaried officer of the University and shall be appointed by the Provost subject to prior approval of the Board of Management in accordance with the Statutes made in this behalf.
- (2) The qualifications of the candidate for selection on the post of the Director of Research shall be as per the UGC norms.
- (3) The first appointment of the Director of Research shall be by the President for a period of three years. The subsequent Director of Research shall be appointed by the Board of Management on recommendations of the Selection Committee constituted for the purpose.
- (4) Selection Committee for the selection of the Director of Research shall be as per UGC norms.
- (5) Selection Procedure shall be followed as per the UGC Norms.
- (6) The Director of Research shall receive pay as prescribed by the UGC and approved by the University.

3.5.2 Functions and duties of the Director of Research.

The duties and the functions of the Director of Research shall be as under:

- (1) To be responsible for initiation, organisation, co-ordination and conduct of research programmes inclusive of post-graduate research in the University, in consultation with the Deans and the Heads of the Department concerned.
- (2) To Exercise broad administrative control over funds allotted for research, research staff and all properties, facilities, physical verification of properties and materials assigned by the University for the pursuit of research programmes.
- (3) To be responsible for due observance of the Statues and Regulations.
- (4) To prepare the Budget estimates for all activities connected with research, research institutions, programmes, publications etc., in consultation with the Deans, Heads of Departments and Research Scientists.
- (5) To act as a liaison officer for research activities of the University under the guidance of the Provost for dealing with all aid-granting agencies, such as the Central and State Governments or private, national, international, autonomous institutions or trusts or Co-operative institutions and any other cooperating institutions and agencies.
- (6) To prepare the development plans of research of the University in consultation with the concerned officers of the University under the guidance of the Provost.

- (7) To make arrangements with the approval of the Provost for holding Conferences, Symposia, Seminars and such other meetings or lectures as may be deemed essential and / or desirable for.
- (8) To exercise such other powers and perform such other duties as may be required in order to further the objectives of the University or imposed on him by the Statutes, Regulations or by the Provost from time to time.

3.6 Director of Students' Welfare

3.6.1 Appointment, terms and conditions of the director of students' welfare

The Director of Students' Welfare (DSW) shall be appointed by the Provost for the term of three years and shall be eligible for reappointment. In case, his term of three years has not expired, the Board of Management may, on a report from the Provost, may terminate the appointment of Director of Students' Welfare, if it is satisfied that further continuance of the officer will be detrimental to the cause for which he has been appointed or to the interest of the University.

1. Where the Director of Students' Welfare is a full time salaried officer, he shall be appointed by process of direct recruitment through advertisement.
2. He shall be appointed by the Provost subject to prior approval of the Board of Management in accordance with the Statutes made in this behalf.
3. The qualifications of the candidate for selection on the post of the DSW shall be as per the UGC norms.
4. Selection Committee for the selection of the DSW shall be as per UGC norms.
5. Selection Procedure shall be followed as per the UGC Norms.
6. DSW shall receive pay as prescribed by the UGC and approved by the University.

3.6.2 Functions and duties of the Director of Students' Welfare

Subject to the control of the Provost, the DSW shall perform functions and duties as under.

- (i) The Director of Students' Welfare shall be the Adviser for students welfare activities to the Board of Management and shall maintain active liaison with the Deans of various faculties
- (ii) To facilitate the arrangements to ensure suitable housing facilities for students
- (iii) To assist for employment of students in accordance with the plans approved by the Provost.
- (iv) To communicate with the guardians of the students concerning the welfare of students ;
- (v) To take proactive measures to organise travel facilities for the students subject to approval from the University authorities ;
- (vi) To assist the students in obtaining Scholarships, Studentships, etc., by giving them information relating thereto;
- (vii) To perform such other duties as may be assigned to him from time to time by the Registrar with the approval of the Provost.

3.7 Dean of the Faculty

3.7.1 Appointment, terms and conditions of Dean of the Faculty.

- (1) There shall be a Dean for each Faculty of the University constituted under Statutes. The Provost shall choose any Principal of the college in the Faculty and appoint him as Dean

of the concerned Faculty provided that he shall be a professor by designation at the time of appointment. In absence of constituent college in the Faculty, the Provost shall choose any Professor/Research Scientist of the Faculty and appoint him as the Dean.

- (2) The appointment of the Dean shall be honorary.
- (3) He shall hold the office for a term of three years and shall be eligible for being chosen to that office for a further term of three years.
- (4) He shall be the Chairman of the Board of Studies.

3.7.2 Duties and functions of Dean of the Faculty

There shall be a Head for each Faculty or a group of academic areas as designated by the Provost from time to time.

- (1) The Dean shall be responsible for the observance of the Statutes, the Ordinances and the Regulations relating to the Faculty.
- (2) The Dean shall be responsible for overall supervision and control of the Faculty and the conduct of teaching and research work in the Institute.
- (3) The Dean shall be responsible for the academic performance of the Faculty and shall be subject to activity audit.
- (4) The Dean shall be responsible for making monthly, semester or termwise, and annual activity and financial budgets for the Faculty under his control.
- (5) The Dean shall exercise such other powers and perform such other functions and duties as may be assigned by the Governing Body / the Board of Management/the Academic Council/the President /the Provost.

3.8 Director of Physical Education

3.8.1 Appointment, terms and conditions of the Director of Physical Education

1. Director of Physical Education(DPE) shall be a full time salaried officer of the University and shall discharge his duties under the general superintendence and control of the Provost.
2. The qualifications of the candidate for selection on the post of the DPE shall be as per the UGC norms.
3. He shall be appointed by the Provost subject to prior approval of the Board of Management on recommendations of the Selection Committee constituted for the purpose.
4. Selection Committee for the selection of Director of Physical Education shall be as per UGC norms.
5. Selection Procedure shall be followed as per UGC norms.
6. He shall receive the pay as prescribed by the UGC and approved by the Board of Management.

3.8.2 Duties and functions of the Director of Physical Education

- i. To initiate, plan and organise sports activities among the students.
- ii. To maintain Play-grounds/Sports facilities of Colleges/Institutions through Physical Instructors in coordination with the Principals;
- iii. To exercise such other powers and perform such other duties as may be required in order to further the objectives of the University or as per the directions of the UGC, as may be conferred or imposed on him by the Statutes, Regulations or by the Provost from time to time.

3.9 Director of Information and Technology

3.9.1 Appointment, terms and conditions of the Director of Information and Technology

1. Director of Information and Technology (DIT) shall be a full time salaried officer of the University and shall discharge his duties under the general superintendence and control of the Provost.
2. The qualifications of the candidate for selection on the post of the DIT shall be as per the UGC norms.
3. DIT shall be appointed by the Provost subject to prior approval of the Board of Management on recommendations of the Selection Committee constituted for the purpose.
4. Selection Committee for the selection of DIT shall be as per UGC norms.
5. Selection Procedure shall be followed as per UGC norms.
6. He shall receive the pay as prescribed by the UGC and approved by the Board of Management.

3.9.2 Duties and functions of the Director of IT

- i. To create and coordinate activities related to Information and Technology in all colleges, Departments and centres of the University.
- ii. To plan and make arrangements for training for the University staff, students and other employees leading to Computer literacy/advance knowledge of computer.
- iii. To plan, arrange and install Network facilities along with preparation of estimates for the future need for purchase of Hardware and Software for different colleges and centres of the University.
- iv. To arrange for dissemination of various information related to education and research useful to general public, Research Scientists and industry on the web as per the terms and conditions laid down by the Board of Management and for the University and the Webmaster. He shall be responsible for regularly updating the University website.
- v. To act as a Liaison Officer with State Government/Central Government/Other Universities / Institutions for the activities related to Information and Technology.
- vi. To arrange for online admission process and manage the web and mail server of the University.
- vii. To be responsible to manage the ERP system of the University through concerned office.
- viii. To be responsible to place the important events, circulars, news, speeches of dignitaries on the website of the University.
- ix. To exercise such other powers and perform such other duties as may be prescribed or required from time to time or which may be assigned to him by the Provost.

CHAPTER 4 : TERMS AND CONDITIONS OF SERVICE OF EMPLOYEES OF THE GOKUL GLOBAL UNIVERSITY

4.1 APPOINTMENT OF TEACHERS OF THE UNIVERSITY :

- (1) For the teaching positions in the University, namely Professors, Associate Professors, Assistant Professors or any such similar nomenclatures like Readers, Sr.Lecturers and Lecturers, the Academic Council may recommend to the Board of Management for filling up the vacancies available in different departments of the University from time to time, in two categories namely annual requirement based on Academic and Financial budgets, and for Replacement due to attrition, resignation and termination during the academic year.

- (2) The Board of Management shall assess the recommendations of the Academic Council and approve filling up of teaching vacancies through an open advertisement and selection process from time to time for annual forecast requirement.
- (3) Teaching positions shall be advertised in the daily newspapers of wide circulation, clearly mentioning the essential qualifications and pay scale for each advertised post as per the norms prescribed by the University Grants Commission (UGC) or any other concerned Regulatory Body and approved by the Governing Body.
- (4) A Screening Committee consisting of three members, appointed by the Provost shall screen all the applications and prepare a summary of all the candidates satisfying the essential qualifications and to be called for the interview.
- (5) A summary of all the screened applications shall be made available to the Selection Committee at the time of interview.
- (6) The Selection Committee for appointment of Regular Teachers shall be as per UGC norms.
- (7) The Selection Committee shall recommend to the Board of Management the names, arranged in order of merit, if any, of the persons whom it considers suitable for the faculty positions.
- (8) After approval of appointments, as recommended by the Selection Committee and approved by the Board of Management, the Registrar shall issue appointment letters to the selected candidates under his seal and signature.
- (9) In case of any dispute with regard to selection of candidates or any dissenting note by any member of the Selection Committee, the matter will be referred to the President, whose decision shall be final.
- (10) In addition to the regular teachers, the President / the Board of Management may appoint the persons of eminence with outstanding Academic and Research Achievements as the Professors of Eminence, Professor Emeritus, Adjunct Professors, Advisers/Directors in the University for introducing Academic Excellence in teaching, research and extension. The honorarium perks, terms and conditions for these positions shall be decided by the President. Appointment letters for such persons shall be issued by the Registrar on the University letter head under his seal and signature.
- (11) In addition to full-time teachers, the Provost may decide to engage for a fixed period part time, contractual and /or assignment based positions, either through direct recruitment or out-sourcing. The terms and conditions (such as honorarium ,TA/DA, conveyance charges etc.) of such engagements shall be decided by the President of the University from time to time and such appointment letters shall be issued by the Registrar under his seal and signature.
- (12) Any dispute/legal matter in this regard shall be subject to the jurisdiction of the Patan District Court and High Court of Gujarat.
- (13) In case of immediate requirements of replacement during an Academic Year, the Registrar, in consultation with the Provost, may appoint suitable persons to fill the vacancy, subject to prior approval of the President.
- (14) University shall make provisions relating to service of the teaching and non-teaching staff of the university in accordance with the prevailing policies of the UGC/the State Government from time to time.

4.2 TERMS AND CONDITIONS OF THE EMPLOYEES :

1. The Provost in consultation with the Board of Management and with the approval of the President shall formulate the policies and terms and conditions of appointment and services of faculty members and employees.
2. The Registrar shall issue the appointment orders of all the employees of the University under his seal and signature.
3. Approval of the Provost in accordance with the policies and procedures shall be as formulated by the President/the Board of Management, for all the teaching & non-teaching staff.

4.3 CATEGORIES OF NON-TEACHING EMPLOYEES :

- (1) The following types of non-teaching employees will be employed by the University
 - (a) Permanent / Probationary employees
 - (b) Contractual employees
 - (c) Casual employees
- (2) Permanent employee means an employee who is appointed against a clear vacancy. The probation period for such employees will be two years, which can be extended, if necessary.
- (3) Contractual employee means an employee who is appointed on contract for a specific period.
- (4) Casual employee means an employee who is engaged on the basis of a Muster Roll.
- (5) The terms and service conditions of all the above three categories of employees and Arbitration procedures shall be as prescribed by the Regulations of the University from time to time.

CHAPTER 5: PROCEDURE FOR ARBITRATION IN CASE OF DISPUTES BETWEEN EMPLOYEES OR STUDENTS AND THE GOKUL GLOBAL UNIVERSITY

Any dispute arising between the University and employee/student of the University shall, on the request of the employee/student concerned, be referred to a Tribunal of Arbitration consisting of one member appointed by the Board of Management, one member nominated by the employee/student concerned and an umpire appointed by the President. The decision of the Tribunal shall be final and no suit shall lie in any Civil Court in respect of the matter decided by the Tribunal. Every such request shall be deemed to be submission to arbitration within the meaning of the Indian Arbitration and Conciliation Act, 1996 and the provision of the Act shall apply accordingly.

Where there is an allegation of misconduct on part of any employee including teachers and university officers below the rank of the Provost or allegation of misconduct against a student, the procedure of natural justice shall be followed as under.

5.1 ACTION AGAINST TEACHERS AND OTHER STAFF:

- (1) The conduct of all the staff (teaching and non-teaching), management and administrative staff including all officers below the rank of Provost is based on Honour, Trust and Mutual Respect.
- (2) Where there is an allegation of misconduct against a teacher, the Provost shall constitute a Preliminary Enquiry Committee and, if necessary, based on the findings of the Committee, may later constitute a Departmental Inquiry Committee for the purpose.
- (3) In case, any member is accused of misconduct not confirming to the standards prescribed by all the stakeholders, a Preliminary Enquiry Committee will be formed from amongst the teachers and non-teaching staff. A Preliminary Enquiry Committee shall have

generally one member which may extend upto three members. The accuser(s) and the member(s) accused of misconduct shall appear before the Preliminary Enquiry Committee. A Preliminary Enquiry Committee shall decide, based on representations and evidence presented before the committee, whether prima facie there was an incidence of misconduct or not.

- (4) Based on the Preliminary Enquiry Committee report, the Provost may drop the case or constitute a Departmental Inquiry Committee.
- (5) The Provost may decide the course of action depending on the severity of the misconduct.
- (6) All disputes, legal matters in such cases shall be subject to the jurisdiction of the civil court of Sidhpur town.

5.2 ACTION AGAINST STUDENTS:

- (1) Where there is an allegation of misconduct against a student, the Director of Students' Welfare shall be reported.
- (2) The Director of Students' Welfare, upon receiving any information about misconduct or improper behavior or violation of the discipline by any student, shall immediately take appropriate action and do necessary damage control at the earliest to curb any such incidence and its reoccurrence.
- (3) The Director of Students' Welfare shall also ensure that proper students welfare initiative are undertaken so as the instances of misconduct or improper behavior or violation of the discipline are restricted to least.
- (4) The Director of Students' Welfare shall also ensure that proper anti-ragging guidelines are in place and are implemented at all levels and safety of women at the university is also ascertained.
- (5) If thought to be necessary, Director of the students' Welfare may constitute a committee constituting of the Chief Warden/Rector, Registrar and Head of the concerned college/institute/ centre of the university for specific instance of misconduct or improper behavior or violation of the discipline at the university in consultation with the Provost.
- (6) The Accuser(s) and the member(s) accused of misconduct shall appear before the disciplinary committee.
- (7) The disciplinary committee shall decide, based on representations and evidences presented before the committee, whether there was an incidence of misconduct or not.
- (8) Based on the disciplinary committee report, the Director of Students' Welfare may decide the course of action with prior approval of the Provost depending on severity of the misconduct.
- (9) An appeal against any action taken by the Director of Students' Welfare can be made to the President within 30 days from the date of receiving the communication of the action taken.
- (10) All disputes, legal matters in such cases shall be subject to the jurisdiction of the civil court of Sidhpur town.

CHAPTER 6: CONFERMENT OF HONORARY DEGREES

6.1 CONVOCATION:

- (1) The Convocation for award of Degrees, Diplomas, Certificates and other Distinctions of the University shall normally be held annually.
- (2) The Academic Council shall frame Regulations relating to the formats of the Degree, Diploma, Certificate and Citation, their texts, issuance of these documents in absentia, duplicate degree and the procedure for holding the Convocation.

6.2 WITHDRAWAL OF DEGREES:

The Academic Council shall have right to withdraw the Degree, Diploma, Certificate, Honorary Degree and Academic Distinction, etc., if the council finds that the same is achieved by the person on wrong ground, qualifications, eligibility criteria, or in violation of the norms and standards prescribed by the regulatory authorities from time to time, after providing opportunity of being heard.

6.3 CONFERMENT OF HONORARY DEGREES AND ACADEMIC DISTINCTIONS:

- (1) The Proposal of conferring any Honorary Degree or Academic Distinction to a distinguished Personality shall be made in writing, along with the Bio-data of the proposed recipient, by the Faculty to the Chairman of the Academic Council.
 - (a) On receipt of the proposal, a special meeting of the Academic Council shall be called to consider the proposal.
 - (b) At such a special meeting of the Academic Council, the Provost shall call upon the members to indicate their opinion about the proposal. If the proposal is passed by the Academic Council, it shall be submitted to the President for his approval.
 - (c) Every proposal for conferment of any Honorary Degree or Academic Distinction shall be made separately and considered in respect of a proposed recipient.
 - (d) No employee, trustee or officer holding any position in the University or membership of any authority shall be awarded Honorary Degree or Academic Distinction.

CHAPTER 7: SCHOLARSHIP AND FELLOWSHIPS TO THE STUDENTS OF GOKUL GLOBAL UNIVERSITY**7.1 ADMINISTRATION OF ENDOWMENT FOR THE AWARD OF FELLOWSHIPS, SCHOLARSHIPS, MEDALS AND PRIZES IN THE UNIVERSITY:**

- (1) The Board of Management may accept donations for creation of endowment funds and for the award of Fellowships, Scholarships, Stipends, Medals and Prizes of a recurring nature.
- (2) The Board of Management shall administer all the endowments.
- (3) The award shall be made out of the annual income accruing from the endowment. Any part of the income which is not so utilised shall be added to the endowment.
- (4)
 - (a) The Board of Management shall prescribe the conditions of depositing the endowment in a nationalised Bank
 - (b) The value of endowment necessary for instituting an award shall be prescribed by the Board of Management.
- (5) No endowment shall be accepted in contravention of the award, and effect shall be given to the wishes of the donor as far as possible.
- (6) In case any endowment is accepted by the Board of Management, the Board shall make a Regulation for it giving such details as the name of the donor, name of the endowment, initial value, the purpose of the endowment, etc.
- (7) Approval of the names of awardees for fellowships, scholarships, medals and prizes as per the specific Regulation(s)/Ordinance (s) belonging to the specific endowment will be given by the Board of Management.

CHAPTER 8: ADMISSION POLICY OF GOKUL GLOBAL UNIVERSITY**8.1 ADMISSIONS OF STUDENTS:**

- (1) Admission to various courses shall be governed as prescribed in the Ordinance framed for the concerned subjects.

- (2) The University may conduct its own entrance test, if necessary, or may utilize the list of results of such examinations / tests conducted by different State / National Professional Bodies.
- (3) The University may admit the students on the basis of merit, wherever entrance test is not essentially required.
- (4) The University may admit the students from other states and overseas countries directly, if they fulfill the eligibility criteria.
- (5) The University shall follow the reservation guidelines as per the prevailing government norms for private universities.
- (6) As and when necessary, the guidelines of the different regulatory bodies of State / Centre shall be taken into account.

8.2 NUMBER OF SEATS IN DIFFERENT COURSES / SUBJECTS:

- (1) The number of seats in different courses / subjects for an academic year shall be determined by the Board of Management in consultation with the Academic Council / relevant institution / faculty / centre and such other offices, authorities, bodies, committees or boards as the Board of Management considers appropriate to consult.

CHAPTER 9: FEES

9.1 PROVISION REGARDING FEES TO BE CHARGED FROM THE STUDENTS:

- (1) All the courses in the University will run on self-finance mode. The following types of general or common fees may be charged from the students.

i.	Prospectus & Registration Form Fee
ii.	Entrance Examination Fee
iii.	Admission Fee(wherever applicable)
iv.	Tuition Fee
v.	Examination Fee
vi.	Library Fee
vii.	Laboratory Fee
viii.	Caution Money(refundable)/Library Deposit
ix.	Hostel Fee
x.	Transportation (Bus) Fee
xi.	Uniform Fee
xii.	Convocation Fee
xiii.	Industrial / Academic Tour Fee
xiv.	Summer Training Arrangement / Supervision Fee
xv.	Social Project Supervision Fee
xvi.	Yoga / Meditation Training Fee
xvii.	Physical Training and Sports Fee
xviii.	Educational Tour Fee
xix.	Study Material Fee
xx.	Stationary Fee
xxi.	Students' Welfare Fee
xxii.	Cultural / Co-curricular Activities Fee
xxiii.	Extra Classes Fee
xxiv.	Duplicate Documents(s) Fee

xxv.	Migration Fee
xxvi.	Verification Fee
xxvii.	Compliance Fee
xxviii.	Re-Checking Fee
xxix.	Name Change Fee
xxx.	Medical/Group Insurance Fee
xxxi.	Personality Development Fee
xxxii.	Soft Skills Training Fee
xxxiii.	Alumni Fees
xxxiv.	Profile and Placement Fees
xxxv.	Any other(s) Fee

- (2) The University can have minor changes in the fee structure. However the major changes, if any, shall be subject to the approval of the Board of Management on recommendation of the Academic Council.
- (3) Fees for duplicate mark-sheets, re-checking, issuance of degree and such other matters may be charged from the students, as may be prescribed by the Board of Management on recommendation of the Academic Council.
- (4) The component of fee may be more and vary from course to course and shall be decided by the Board of Management on recommendation of the Academic Council for each course from time to time.
- (5) The fees for the courses, whenever required, shall be in conformity with those proposed by the concerning regulatory bodies.
- (6) The fee structure of various courses and provision of exemption from tuition fee shall be decided by the Board of Management on recommendation of the Academic Council from time to time.
