

AMENDMENTS/ADDITIONS TO VARIOUS CLAUSES OF THE ORDINANCE–VI A–CONSTITUTION AND FUNCTIONS OF STAFF COUNCILS AND/OR DEPARTMENTAL COMMITTEES IN UNIVERSITY TEACHING DEPARTMENTS/ INSTITUTES APPEARING AT PAGES 25-27 OF K.U. CAL. VOL.-I, 2009, AS UNDER:

**EXISTING**

*Ordinance VI A–Constitution and Functions of Staff Councils and/or Departmental Committees in University Teaching Departments.*

1. All the teachers of a Department shall be members of the Departmental Staff Council. Only confirmed teachers will have voting right.

2. The Staff Council will have the power to approve/modify the recommendations and decisions of the Departmental Committee(s) that it may constitute to help in the proper functioning of the Department(s).

3. (a) The Chairperson of the Department shall call at least one meeting of the Staff Council every term of the Academic year. A meeting of the Staff Council may be requisitioned by 1/3rd (but not less than 2 members) of the number of confirmed teachers (not counting those on long leave).

(b) The notice for the meeting of the Staff Council will be issued at least a week in advance. However, an emergent meeting of the Staff Council can be held, if need be, after indicating sufficient ground for the same and giving one day's notice.

4. The quorum for meeting of the Staff Councils shall be 50% of the total strength of the confirmed teachers as per Clause 3 (a) above. For want of quorum, a meeting shall be adjourned. There will be no quorum for an adjourned meeting.

**AMENDED**

*Ordinance VI A–Constitution and Functions of Staff Councils and/or Departmental Committees in University Teaching Departments/Institutes/Schools.*

1. All the teachers of the University Teaching Department/Institute/ School shall be members of the Departmental Staff Council. Provided that in case of Institute of Integrated & Honors Studies, seniority-wise one regular teacher of each subject will be the member of the Staff Council by rotation for a period of one year. Only confirmed teachers will have voting right.

2. The Staff Council will have the power to approve/modify the recommendations and decisions of the Departmental Committee(s) that it may constitute to help in the proper functioning of the Department(s)/Institute(s)/ School(s).

3. (a) The Chairperson of the University Teaching Department/Director/Principal of the Institute/School shall call at least one meeting of the Staff Council every term of the Academic year. A meeting of the Staff Council may be requisitioned by 1/3rd (but not less than 2 members) of the number of confirmed teachers (not counting those on long leave).

*NO CHANGE*

*NO CHANGE*

5.1. The duties/powers of the Staff Council shall include the following :-

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| (i) To consider the ways and means of ensuring research facilities for as many teachers as possible within limitations of the Departmental Budget.   | } <i>NO CHANGE</i>   |
| (ii) To decide on allocation of funds provided by or through the University excluding personal research schemes for research and other academic activities of the <u>department</u> and for purchase of equipment, chemicals and other requirements.           |  |
| (iii) To consider and propose the Annual and Supplementary budget of the <u>department</u> .   | (iii) To consider and propose the Annual and Supplementary budget of the <u>University Teaching Department/Institute/School</u> .  |
| (iv) To make recommendations for changes in syllabi and courses of studies.  | } <i>NO CHANGE</i>   |
| (v) To make recommendations for creation and upgradation of staff.   |  |
| (vi) To make recommendations for non-teaching supporting staff.  |  |
| (vii) To make detailed duty charts for non-teaching staff.   |  |
| (viii) To make recommendations regarding specialisation of teaching posts keeping in view the overall growth of the <u>department</u> . The specialisation can be modified by the Vice-Chancellor in consultation, with the <u>Chairperson/Senior Expert</u> . | (viii) To make recommendations regarding specialisation of teaching posts keeping in view the overall growth of the <u>University Teaching Department/Institute/School</u> . The specialisation can be modified by the Vice-Chancellor in consultation, with the <u>Chairperson/Senior Expert/Director/Principal</u> . |
| (ix) To consider and decide other matters brought to its notice by the Departmental Committee or by any member.  | } <i>NO CHANGE</i>   |
| (x) Assignment of duties within the <u>Department</u> to various teachers.   | (x) Assignment of duties within the <u>University Teaching Department/Institute/School</u> to various teachers.  |
| (xi) Introduction of new courses and syllabi.  | } <i>NO CHANGE</i>   |
| (xii) Panel of experts in the subject of nomination as external members on various bodies of the University and for Selection Committees. The consensus panel showing the specific specialisation of each nominee will be forwarded to                         |  |

the Vice-Chancellor. In case of dissension, each dissenting teacher will send two names of teachers in case of University Bodies and eight names of teachers specifying the specialisation against each person, in case of Selection Committee.

*NO CHANGE*

(xiii) Any other matter relating to the Department.

(xiii) Any other matter relating to the University Teaching Department/Institute/School.

Note : Decisions of the Staff Councils shall be taken by simple majority voting by ballot (secret or otherwise).

*NO CHANGE*

5.2. If any member(s) of the Staff Council has/have a grievance about any decision of the Staff Council/Chairperson, the concerned teacher(s) may present the matter to the Chairperson in the first instance who will be obliged to convey his decision on the representation to the person(s) concerned within 3 days of the receipt thereof in the office of the Chairperson. If the teacher(s) concerned is/are still not satisfied he/they will be free to represent to the Vice-Chancellor direct, with a copy to the Chairperson.

5.2. If any member(s) of the Staff Council has/have a grievance about any decision of the Staff Council/Chairperson/Director/Principal, the concerned teacher(s) may present the matter to the Chairperson/Director/Principal in the first instance who will be obliged to convey his/her decision on the representation to the person(s) concerned within 3 days of the receipt thereof in the office of the Chairperson/Director/Principal. If the teacher(s) concerned is/are still not satisfied he/she/they will be free to represent to the Vice-Chancellor direct, with a copy to the Chairperson/ Director/Principal.

6. The Staff Council shall elect at the start of every academic year, a Secretary to the Staff Council who would be responsible to convene the meeting, in consultation with the Chairperson, and supply the necessary agenda for the same. It will be advisable for him to keep the confidence of all the members. He will be obliged to prepare the proceedings of the meetings which should be signed and issued by him for circulation among the members of the staff after approval of the Chairperson, within ten days of the meeting. After confirmation of the same in the next meeting, copies of the proceedings duly signed by the Chairperson and the Secretary will be prepared for distribution to the individual members and one copy sent to the Academic Branch.

6. The Staff Council shall elect at the start of every academic year, a Secretary to the Staff Council who would be responsible to convene the meeting, in consultation with the Chairperson/Director/Principal, and supply the necessary agenda for the same. It will be advisable for him/her to keep the confidence of all the members. He/she will be obliged to prepare the proceedings of the meetings which should be signed and issued by him/her for circulation among the members of the staff after approval of the Chairperson/Director/Principal, within ten days of the meeting. After confirmation of the same in the next meeting, copies of the proceedings duly signed by the Chairperson/Director/ Principal and the Secretary will be prepared for distribution to the individual members and one copy sent to the Academic Branch.

Ordinance VI B—Duties and Functions of the Chairpersons/Directors. The duties and

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