



UNIVERSITY OF PETROLEUM & ENERGY STUDIES (AMENDMENT) ACT, 2009

23236351, 23232701, 23237721, 23234116
23235731, 23232317, 23234735, 23239437

UGC website-www.ugc.ac.in



शान्ति-विद्या विमुक्तये

विश्वविद्यालय अनुदान आयोग

बहादुरशाह जफर मार्ग

नई दिल्ली-110 002

UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

4 JUN 2004

June, 2004

No. F.9-20/2003 (CPP-I)

NOTIFICATION

A new university sponsored by "University of Petroleum and Energy Studies, Dehradun" has been established by Act No. 15 of 2003 of State Government of Uttaranchal and notified through the State Gazette vide Notification No. 830/Higher Education/2003-3 (18) 2003 dated 1-09-2003. The said university has been included in the list of universities maintained by the University Grants Commission under Section- 2 (f) of the UGC Act, 1956.

However, the above university, will not be eligible to receive any assistance from University Grants Commission and any other source funded by the Government of India.

Urmil Gulati
(Mrs. Urmil Gulati)
Under Secretary

Copy to:-

1. The Vice-Chancellor, University of Petroleum and Energy Studies, Building No. 7, Street No. 1, Vasant Vihar Enclave, Dehradun-284 006 (Uttaranchal).
2. The Secretary, Government of India, Ministry of Human Resource Development, (Department of Secondary & Higher Education), Shastri Bhavan, New Delhi-110 001.
3. The Secretary to the Government of Uttaranchal, Dehradun.
4. The Secretary General, Association of Indian Universities, 16 Kotla Marg, New Delhi-110 002.
5. Director, (NAAC) National Assessment and Accreditation Council (NAAC), Bangalore-560 010.
6. The Director, Medical Council of India, Kotla Road, New Delhi-110 002.
7. The Secretary, Union Public Service Commission, Shahajahan Road, New Delhi-110 001.
8. The Joint Secretary, (SU), UGC, New Delhi.
9. Senior Statistical Officer, UGC, 35, Ferozshah Road, New Delhi-110 001.
10. JSO (web-site), UGC, New Delhi.
11. Section Officer (Meeting Section), UGC, New Delhi
12. All Regional Offices, UGC.
13. All Section of the UGC, New Delhi.
14. D.T.P. Cell, UGC, New Delhi.
15. Guard file.

Urmil Gulati
(Mrs. Urmil Gulati)
Under Secretary


उत्तरांचल शासन
उच्च शिक्षा अनुभाग

संख्या: 362 /XXIV(1)/2004
देहरादून दिनोंक : 30.जून, 2004

कार्यालय ज्ञाप

पैट्रोलियम एवं ऊर्जा अध्ययन विश्वविद्यालय,अधिनियम 2003 की धारा 28(1) में उल्लिखित व्यवस्थानुसार विश्वविद्यालय के व्यवस्थापक मण्डल द्वारा बनाये गये प्रथम परिनियम(संलग्न) तथा धारा 31(1) में उल्लिखित व्यवस्थानुसार व्यवस्थापक मण्डल द्वारा बनायी गयी प्रथम नियमावली(संलग्न) को राज्य सरकार द्वारा अनुमोदित किया जाता है।

संलग्न:- उक्तवत्।



(राजीव चन्द्र)
अपर सचिव।
सि

संख्या- 362 (1)/ XXIV(1)/2004 तददिनोंक।

प्रतिलिपि निम्नांकित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित:-

- (1) कुलपति, पैट्रोलियम एवं ऊर्जा अध्ययन विश्वविद्यालय, देहरादून।
- (2) निदेशक, उच्च शिक्षा, उत्तरांचल, हल्द्वानी-नैनीताल।
- (3) गार्ड फाईल।

आज्ञा से,


(राजीव चन्द्र)
अपर सचिव।
सि



सरकारी गजट, उत्तराखण्ड

उत्तराखण्ड सरकार द्वारा प्रकाशित

असाधारण

विधायी परिशिष्ट
भाग-1, खण्ड (क)
(उत्तराखण्ड अधिनियम)

देहरादून, बुधवार, 06 जनवरी, 2010 ई0

पीथ 16, 1931 शक सम्वत्

उत्तराखण्ड शासन

विधायी एवं संसदीय कार्य विभाग

संख्या 14/XXXVI(3)/2010/19(1)/2009

देहरादून, 06 जनवरी, 2010

अधिसूचना

विविध

"भारत का संविधान" के अनुच्छेद 200 के अधीन महानगरीय राज्यपाल ने उत्तराखण्ड विधान सभा द्वारा पारित 'पेट्रोलियम एवं ऊर्जा अध्ययन विश्वविद्यालय अधिनियम, 2003 (संशोधन) विधेयक, 2009' पर दिनांक 05 जनवरी, 2010 को अनुमति प्रदान की और वह उत्तराखण्ड का अधिनियम संख्या 06 वर्ष, 2010 के रूप में सर्व-साधारण को सूचनार्थ इस अधिसूचना द्वारा प्रकाशित किया जाता है।

पेट्रोलियम एवं ऊर्जा अध्ययन विश्वविद्यालय अधिनियम, 2003 (संशोधन) अधिनियम, 2009

(अधिनियम संख्या 06, वर्ष 2010)

पेट्रोलियम एवं ऊर्जा अध्ययन विश्वविद्यालय अधिनियम, 2003 में अग्रतर संशोधन करने के लिए-

अधिनियम

भारत गणराज्य के साठवें वर्ष में विधान सभा द्वारा निम्नलिखित रूप में अधिनियमित हो -

1-(1) इस अधिनियम का संक्षिप्त नाम पेट्रोलियम एवं ऊर्जा अध्ययन विश्वविद्यालय अधिनियम, 2009 है।

(2) यह तुरन्त प्रवृत्त होगा।

उत्तरांचल शासन
मानव संसाधन विकास विभाग
(उच्च शिक्षा अनुभाग)
संख्या- 830/उ0शि0/2003-3(18)2003
देहरादून दिनांक 01 अक्टूबर 2003

अधिसूचना विविध

पेट्रोलियम एवं ऊर्जा अध्ययन विश्वविद्यालय अधिनियम, 2003 (अधिनियम संख्या 15, 2003) की धारा 4 की उपधारा (2) के अधीन राज्यपाल महोदय इस अधिसूचना के सरकारी गजट में प्रकाशित होने के दिनांक से पेट्रोलियम एवं ऊर्जा अध्ययन विश्वविद्यालय की स्थापना की सहर्ष स्वीकृति प्रदान करते हैं।

{म रामचन्द्रन }
(एम0 रामचन्द्रन)
प्रमुख सचिव।

संख्या- 830 (1)/उच्च शिक्षा/2003/तददिनांक

प्रतिलिपि निम्नलिखित को सूचनाथे एवं आवश्यक कार्यवाही हेतु प्रेषित -

1. सचिव महामहिम श्री राज्यपाल, उत्तरांचल।
2. प्रमुख सचिव, गा0 मुख्यमंत्री जी, उत्तरांचल।
3. मुख्य सचिव, उत्तरांचल शासन।
4. प्रमुख सचिव/सचिव उत्तरांचल शासन।
5. कुलपति, हेमवती नन्दन गढवाल विश्वविद्यालय, श्रीनगर गढवाल।
6. कुलपति, कुमायूं विश्वविद्यालय, नैनीताल।
7. सचिव विधायी एवं संसदीय कार्य, उत्तरांचल।
8. सचिव, विश्वविद्यालय अनुदान आयोग, बहादुर शाह जफर मार्ग, नई दिल्ली।
9. सचिव, अखिल भारतीय तकनीकी शिक्षा परिषद, नई दिल्ली।
10. सचिव, एसोशिएशन आफ इण्डियन यूनिवर्सिटीज, फिरोजशाह कोटला मार्ग, नई दिल्ली।
11. अध्यक्ष, हाईड्रोकार्बन्स एण्ड रिसर्च सोसाईटी, नई दिल्ली।
12. उप निदेशक, राजकीय मुद्रणालय एवं लिथो प्रेस, उत्तरांचल रुडकी पं० इस अनुरोध के साथ प्रेषित कि कृपया इस अधिसूचना को आगामी अंक में प्रकाशित करने का कष्ट करें।
13. गार्ड फाईल।

आज्ञा से,
{म रामचन्द्रन }
(एम0 रामचन्द्रन)
प्रमुख सचिव।

UNIVERSITY OF PETROLEUM & ENERGY STUDIES

(Amendment) ACT, 2009

Enacted in the following manner by the Legislature in the Sixtieth Year of India Democracy.

CHAPTER-I

Preliminary

- | | | | |
|------------------------------|----|---|-----------------------------|
| Short title and commencement | 1. | (1) This Act may be called the University of Petroleum & Energy Studies (Amendment) Act, 2009 ¹ . | Establishment of University |
| | | (2) It shall be deemed to have come into force on the date the Notification is issued by the State Government. | |
| Definitions | 2. | (1) In this Act, unless the context otherwise required:-
(a) "Academic Council" means the Academic Council of the University;
(b) "Board of Governors" means the Board of Governors of the University;
(c) "Career Academy Centre" means a centre established, maintained or recognized by the University for the purpose of receiving telecast, e-mail, internet, interactive talk back, conducting training, organize lectures, seminars and workshops, advising, counseling or rendering any other assistance required by the students;
(d) "Chancellor" means Chancellor of the University.
(e) "Constituent College" means a college or institution maintained by the University within the State ² ;
(f) "Council for Technical Education" mean the All India Council for Technical Education established under section (3) of the All India Council for Technical Education Act, 1987;
(g) "Distance Education System" means the system of imparting education through any means of information technology and communication such as broadcasting, telecasting, correspondence course, seminar, contact program or a combination of any two or more such means within the State ³ ;
(h) "Employee" means employee appointed by the University and includes teachers and other staff of the University or a constituent college;
(i) "Faculty" means faculty of the University.
(j) "Finance Committee" means the Finance | |

¹ Amended by the Legislature in the Sixteenth Year of India Democracy

² Amended by the Legislature in the Sixteenth Year of India Democracy

³ Amended by the Legislature in the Sixteenth Year of India Democracy

- Committee of the University;
- (k) “Government” means the Government of Uttranchal;
 - (l) “Hall” means a unit of residence for students maintained or recognized by the University or a constituent college;
 - (m) “Hydrocarbons Education & Research Society” means Society registered under Societies Registration Act 1860 having registered office at C-2/2525, Vasant Kunj, New Delhi 110 070;
 - (n) “Prescribed” means prescribed by the Statutes;
 - (o) “Principal” in relation to a constituent college, means the head of the constituent college, and includes, where there is no Principal, the Vice Principal or any other person for the time being appointed to act as Principal;
 - (p) “Registrar” means the Registrar of the University;
 - (q) “Regional Centre” means a centre established or maintained by the University for the purpose of co-ordination and supervising the work of Study Centres in any region and for performing such other functions as may be conferred on such centre by the Board of Management within the State⁴;
 - (r) “State” means State of Uttranchal;
 - (s) “Statutes” and “Rules” mean, respectively, the Statutes and Rules of the University;
 - (t) “Study Centre” means a centre established, maintained or recognized by the University within the State⁵ for the purpose of advising, counseling or for rendering any other assistance required by the students;
 - (u) “Teacher” means a Professor, Associate Professor, Assistant Professor / Lecturer or such other person as may be appointed for imparting instruction or conducting research in the University or in a Constituent and includes the Principal of Constituent College.
 - (v) “UGC” means University Grants Commission established under University Grants Commission Act, 1956;
 - (w) “University” means University of Petroleum & Energy Studies established under this Act whose all activities shall be within the State of Uttarakhand and shall comply with the orders and directives of the University Grants Commission⁶;

⁴ Amended by the Legislature in the Sixteenth Year of India Democracy

⁵ Amended by the Legislature in the Sixteenth Year of India Democracy

⁶ Amended by the Legislature in the Sixteenth Year of India Democracy

(x) “Visitor” means the Visitor of the University.

CHAPTER – II

The University and its objects

Proposal for the establishment of the University

3. (1) Hydrocarbons Education and Research Society, New Delhi shall have the right to establish the University in accordance with the provisions of this Act
- (2) An application containing the proposal to establish a University shall be made to the State Government by the Hydrocarbons Education and Research Society. The proposal shall contain the following particulars, namely : -
- (a) the objects of the University alongwith the details of the Hydrocarbons Education and Research Society;
 - (b) the extent and status of the University and the availability of land;
 - (c) the nature and type of programmes of study and research to be undertaken in the University during a period of the next five years;
 - (d) the nature of faculties, courses of study and research proposed to be started;
 - (e) the campus development such as buildings, equipment and structural amenities;
 - (f) the phased outlays of capital expenditure for a period of the next five years;
 - (g) the item-wise recurring expenditure, sources of finance and esteemed expenditure for each student;
 - (h) the scheme for mobilizing resources and the cost of capital thereto and the manner of repayment to each source;
 - (i) the scheme of generation of funds internally through the recovery of fee from students, revenues anticipated from consultancy and other activities relating to the objects of the University and other anticipated incomes;
 - (j) the details of expenditure on unit cost, the extent of concessions or rebates in fee free ship and scholarship for student belonging to economically weaker sections and the fee structure indicating varying rate of fee, if any, that would be levied on non resident Indians and students of other nationalities;
 - (k) the years of experience and expertise in the concerned discipline at the command of the Hydrocarbons Education and Research Society as

well the financial resources;

- (l) the system for selection of students to the courses of study at the University; and
- (m) status of fulfillment of such other conditions as may be required by the State Government to be fulfilled before the establishment of the University.

4. (1) Where the State Government, after such inquiry as it may deem necessary, is satisfied that Hydrocarbons Education and Research Society has fulfilled the conditions specified in sub-section (2) of Section 3, it may direct the Hydrocarbons Education and Research Society to establish an Endowment Fund.
- (2) After the establishment of the Endowment Fund, the State Government may, by notification in Official Gazette, accord sanction for establishment of the University.
- (3) The Headquarters of the University shall be at Dehradun, Uttranchal and it may also have campuses or regional centres, Study Centres and Career Academic Centres at such other places within the State⁷, as may be specified by it from time to time.
- (4) The Chancellor, the Vice-Chancellor, members of the Board of Governors, members of the Board of Management and the Academic Council for the time being holding office as such in the University so established, shall constitute a body corporate and can sue and be sued in the name of the University.
- (5) On the establishment of the University under sub-section (2), the land and other movable and immovable properties acquired, created, arranged or built by the University for the purpose of the University except the properties of Hydrocarbon Education And Research Society, shall stand transferred to, and vest in, the University.
- (6) The land, building and other properties acquired for the University shall not be used for any purpose, other than that for which the same is acquired.
5. The University shall be self-financing and shall neither make a demand nor shall be entitled to any grant in-aid or any other financial assistance from the State Government or any other body or corporation owned or controlled by the State Government.

Establishment of University

University not to be entitled to financial assistance.

⁷ Amended by the Legislature in the Sixteenth Year of India Democracy

- No Power to affiliate any institution
- 6 The University may have Constituent Colleges, Regional Colleges, Regional Centers, Study Centers and Career Academy Centers but shall have no power to admit any other college or institution to the privileges of affiliation.
- Objects of the University
- 7 (1) The objectives for which the University is established are as follows:-
- (a) to have provision for extensive study, teaching, and research in all elements of Petroleum and Energy Sector and according to its motto of progress with petroleum, to benefit the whole energy sector of the entire country and the world.
 - (b) to establish constituent colleges such as College of Engineering Studies (CES), College of Legal Studies (CLS) and College for Management and Economic Studies (COMES) related to Hydrocarbon Sectors and to offer diploma, under graduate and post-graduate courses which would be as nomenclated by UGC but the University shall have the right to start other diploma and certificate courses in furtherance of its objectives.
 - (c) to establish a constituent Centre for Continuing Education to provide instructions through distance learning methodology for the courses mentioned in (b) above.
- (2) To establish and R & D Center to promote research and innovations in the Petroleum, Oil & Gas Sector and thereby,
- (a) to provide for instructions and training in such related branches of learning as it may deem fit.
 - (b) To provide for research for the advancement of and dissemination of knowledge in the sector
 - (c) To undertake energy studies and other such activities leading to conservation of energy
- Power of the University
8. (1) (1) The University shall have the following powers, viz:-
- (a) to provide for instruction in all disciplines pertaining to Petroleum, Hydrocarbons, Gas, Oil, Energy, Mining, Information Technology and allied fields and to make provisions for research and for advancement and dissemination of knowledge;
 - (b) to carry out all such activities as may be necessary or feasible in furtherance of the objects of the University;

- (c) to hold examinations for, and to institute grant and confer degrees or other academic distinctions, to, and on, persons, who—
 - i. have pursued a course of study in the University or in a constituent College or through its distance education system at regional/Study Center/Career Academy Centre; or
 - ii. have carried on research in the University or in a constituent body or under its distance education system.
- (d) to confer honorary degree or other academic distinctions in the manner and under conditions laid down in the Statutes/provisions;
- (e) to institute and award fellowships, scholarships and prizes etc. in accordance with the Statutes;
- (f) to demand and receive such fees, bills, invoices and collect charges as may be fixed by the Statutes or rules, as the case may be;
- (g) to make provisions for the advancement of education in Hydrocarbons, Petroleum and other areas mentioned in Section 7;
- (h) to make provisions for extra curricular activities for students and employees;
- (i) to make appointments of faculty, officers and employees of the University or a Constituent College, Regional Centre, Study Centre and Career Academy Centre;
- (j) to receive donations and gifts of any kind and to acquire, hold, manage, maintain and dispose of any movable or immovable property, including trust and endowment properties for the purpose of the University or a Constituent College, Regional Centre, Study Centre and Career Academy Centre with the prior permission of Hydrocarbon Education And Research Society, New Delhi;
- (k) to institute and maintain halls and to recognize places of residence for students of the University or in a Constituent College;
- (l) to supervise and control the residence, and to regulate and discipline among the students and all categories of employees and to lay down the conditions of service of such employees, including their Code of Conduct;
- (m) to create administrative, managerial, employees and other necessary posts;
- (n) to co-operate or collaborate with other Universities in such manner and for such purposes as the University may determine from time to

time;

- (o) to provide distance education system and the manner in which distance education in relations to the academic programmes of the University may be organized;
- (p) to organize and conduct refresher courses, orientation courses, workshops, seminars and other programs for teachers, lesson writers, evaluators and other academic programmes of the University may be organized;
- (q) to determine standards of admission to the University or a Constituent College, Regional Centre, Study Centre and Career Academy Centre through specialized committees with the approval of Academic Council;
- (r) to make special provision for students belonging to the state of Uttranchal for admission in any course of the University or in a Constituent College, Regional Centre, Study Centre and Career Academy Centre;
- (s) to do all such other acts or things whether incidental to the powers aforesaid or not, as may be necessary to further the objects of the University;
- (t) to prescribe such courses for Bachelor Degree, Post Graduate and Research and to start diplomas, certificates etc. in petroleum and energy related subjects;
- (u) to clearly set apart Academic Activities of the University from the activities the society;
- (v) to provide for the preparation of instructional materials, including films, cassettes, tapes, CD, VCD and other softwares;
- (w) to recognize examinations of, or periods of study (whether in full or in part) at, other universities, institutions or other places of higher learning as equivalent to examinations or periods of study in the university and to withdraw such recognition at any time.
- (x) To raise, collect, subscribe and borrow with the approval of the Governing Body whether on the security of the University, money for the purpose of the University;
- (y) To enter into, carry out, vary or cancel contracts.

2 Notwithstanding anything contained in any other law for the time being in force, but without prejudice to the provisions of sub-section (1), it shall be the duty of the

University to take all such steps as it may deem fit for the promotion of the open university and distance education system and for the determination of standards of teaching, evaluation and research in such systems, and for the purpose of performing this function, the University shall have such powers, including the power to allocate and disburse grants to Colleges, Regional Centers and Study Centers whether admitted to its privileges or not or to any other University or institution of higher learning, as may be specified by the Statutes.

University open to all classes, castes, creed and gender

9. The University shall be open to all person irrespective of class, creed or gender –

Provided that nothing in this section shall be deemed to prevent the University from making special provisions for admission to students of the State of Uttranchal. Provided further that nothing in this section shall be deemed to requires the University or Constituent colleges or Regional Centers or Study Centers or Career Academy Centers to admit in any course of study a larger number of students than may be determined by the Statutes.

10. The University will seek accreditation from the national University accreditation body.

Officers of the University

- 11 a. the Visitor;
 b. the Chancellor;
 c. the Vice-Chancellor;
 d. the Pro Vice-Chancellor;
 e. the Deans of Faculties;
 f. the Registrar;
 g. the Finance Officer; and
 h. such other officers as may be declared by the Statutes to be officers of the University.

12. (1) The Governor of Uttranchal will be the Visitor of the University. The Visitor
 (2) The Visitor shall, when present, preside at the convocation of the University for conferring degrees and diplomas.
 (3) The Visitor shall, have the following powers namely:--
 a) to call any paper or information relating to the affairs of the University.
 b) On the basis of the information received by the Visitor, if he is satisfied that any order, proceeding, or decision taken by any authority of the University is not in conformity with the Act, Statutes or Rules,

he may issue such directions as he may deem fit in the interest of the University and the directions so issued shall be complied with by all concerned.

- (4) Every proposal for the conferment of an honorary degree or distinction shall be subject to the approval of the Visitor.
13. (1) Chairman of Board of Studies of India School of Petroleum an institute under the aegis of Hydrocarbon Education & Research Society, will be the first Chancellor of the University of Petroleum & Energy Studies, whose tenure shall be of three years. Thereafter the Hydrocarbon Education & Research Society, with prior concurrence of the Visitor, would appoint Chancellor from amongst its members.
 - (2) The Chancellor shall have such powers as may be conferred on him by this Act or the Statutes made thereunder.
 14. (1) The Vice-Chancellor shall be appointed on such terms and conditions as may be prescribed by the Statutes for a term of three years by the Chancellor from a panel of three persons recommended by the Committee constituted in accordance with the provision of sub-section (2).
 - (2) The Committee referred to in sub-section (1) shall consist of the following persons, viz:--
 - a) One person nominated by the visitor;
 - b) One person nominated by the Chancellor;
 - c) The Principal Secretary/Secretary to the State of Government in the Higher Education Department;
 - d) Three nominees of the Board of Governors, one of whom shall be nominated as the convener of the committee by the Board of Governors.
 - (3) The Committee shall, on the basis of merit, prepare a panel of name of three persons suitable to hold the office of the Vice-Chancellor and forward the same to the Chancellor along with the concise statement showing the academic qualifications and other distinctions of each person.
 - (4) The Vice-Chancellor shall be the Principal Executive and academic Officer of the University and shall exercise general supervision and control over the affairs of the University and give effect to the decisions of the authorities of the University.

- (5) Where any matter other than the appointment of a teacher is of urgent nature requiring immediate action and the same could not be immediately dealt with by any officer or the authority or other body of the University empowered or under this Act to deal with it, the Vice-Chancellor may take such action as he may deem fit with the prior approval of the Chancellor.
- (6) The Vice-Chancellor shall exercise such other powers and perform such other duties as may be laid down by the Statutes of the Rules.
- (7) The Chancellor is empowered to remove the Vice-Chancellor after due enquiry. It will be open to the Chancellor to suspend the Vice-Chancellor during enquiry depending upon the seriousness of the charges, as he may deem fit.
- The Pro-Vice Chancellor 15 A Pro Vice-Chancellor may be appointed by the Vice-Chancellor with prior approval of the Chancellor in such manner and shall exercise such powers and perform such duties as may be prescribed by the Statutes.
- Deans of Faculties 16 Deans of faculties shall be appointed by the Vice-Chancellor in such manner and shall exercise such power and perform such duties as may be prescribed by Statutes.
- 17 (1) The Registrar shall be appointed by the Chancellor in such manner and on such terms and conditions as may be prescribed.
- (2) All contracts shall be entered into and signed by the Registrar on behalf of the University.
- (3) The Registrar shall have the power to authenticate records on behalf of the University and shall exercise such other powers and perform such other duties as may be prescribed or may be required from time to time, by the Chancellor or the Vice-Chancellor.
- (4) The Registrar shall be responsible for the due custody of the records and the common seal of the University and shall be bound to place before the Chancellor, the Vice-Chancellor or any other authority, all such information and documents as may be necessary for transaction of their business.
- The Finance Officer 18 The Finance Officer shall be appointed by the

Chancellor in such manner and shall exercise such powers and perform such duties as may be prescribed.

- 19 The manner of appointment, terms and conditions of service and powers and duties of other officers of the University shall be such as may be prescribed. Other Officers

CHAPTER – IV **Authorities of the University**

- 20 The following shall be the authorities of the University, namely – Authorities of the University
- (a) The Board of Governors;
 - (b) The Board of Management;
 - (c) The Academic Council;
 - (d) The Finance Committee; and
 - (e) Such other authorities as may be declared by the Statutes to be the authorities of the University.
- 21 (1) The Board of Governors shall consist of: The Board of Governors and its powers
- (a) The Chancellor – Chairman;
 - (b) The Vice-Chancellor – Members-Secretary
 - (c) Principal Secretary/Secretary to the State Government;
 - (d) Five persons nominated by the Hydrocarbon Education & Research Society, New Delhi
 - (e) A Nominee of India Institute of Technology / Indian Institute of Management / Indian Institute of Science / India School of Mines / Indian Institute of Petroleum, nominated by the Chancellor;
 - (f) Three academicians nominated by the Visitor;
 - (g) Three Nominees of Oil & Gas Companies, nominated by the Chancellor.
- (2) The Board of Governors shall be the principal governing body of the University and shall have the following powers, namely –
- (a) to lay down policies to be pursued by the University;
 - (b) to review decisions of the other authorities of the University if they are not in conformity with the provisions of this Act, or the Statutes or the Rules;
 - (c) to approve the budget and annual report of the University;

- (d) to make new or additional Statutes or amend or repeal the earlier Statutes and Rules;
- (e) to take decision about voluntary winding up of the University;
- (f) to approve proposals for submission to the State Government; and
- (g) to take such decisions and steps as are found desirable for effectively carrying out the objects of the University.

(3) The Board of Governors shall, meet at least three times in a year at such time and place as the Chancellor thinks fit.

The Board of Management

- 22 (1) The Board of Management shall consist of:-
- (a) The Vice-Chancellor;
 - (b) Nominee of Indian Institute of Technology/Indian Institute of Management/Indian Institute of Science/Indian School of Mines/ Indian Institute of Petroleum nominated by the Chancellor,
 - (c) Five persons, nominated by the Hydrocarbons Education And Research Society, New Delhi;
 - (d) Two Professors of the University, by rotation on the basis of seniority for a period of one year;
 - (e) Two Deans of the faculties as nominated by the Chancellor;
 - (f) Principal Secretary/Secretary to the State Government in the Higher Education Department or his nominee not below the rank of Joint Secretary to the State Government. The Vice-Chancellor shall be the Chairperson of the Board of Management and the Registrar shall be the Secretary of the Board of Management.
- (2) The powers and functions of the Board of Management shall be such as may be prescribed

The Academic

- 23 (1) The Academic Council shall consist of
- (a) the Vice-Chancellor - Chairman;
 - (b) the Registrar - Secretary;
 - (c) such other members as may be prescribed in the Statutes.
- (2) The Academic Council shall be the Principal Academic body of the University and shall, subject to the provisions of this Act, the Statutes and the Rules, co-ordinate and exercise general supervision over the academic policies

of the University.

The Finance

24. (1) The Finance Committee shall consist of:-
- a) Vice-Chancellor Chairman;
 - b) the Finance Officer
 - c) principal Secretary/Secretary to the State Government in the Higher Education Department or his nominee not below the rank of Joint Secretary to the State Government;
 - d) such other members as may be prescribed in the Statutes.
- (2) The Finance Committee shall be the principal financial body of the University to take care of financial matters and shall, subject to the provisions of this Act, Statutes and Rules, co-ordinate and exercise general supervision over the financial matters of the University.
25. The constitution, powers and functions of the other authorities of the Other University shall be such as may be prescribed.
26. No act or proceeding of any authority of the University shall be invalid proceedings merely by reason of the existence of any vacancy or defect in the constitution of the authority.

Authorities

Proceedings not
invalidated on
account of vacancy

CHAPTER V

Statutes and Rules

27. Subject to the provisions of this Act, the Statutes may provide for any Statutes matter relating to the University and staff, as given below:--
- a) the procedure for transaction of business of the Authorities of the University and the composition of bodies not specified in this Act;
 - b) the operation of the permanent endowment fund, the general fund and the development fund;
 - c) the terms and conditions of appointment of the Vice-Chancellor, the Registrar and the Finance Officer and their powers and functions;
 - d) the mode of recruitment and the conditions of service of the other officers, teachers and employees of the University;
 - e) the procedure for resolving disputes between the University and its officers, faculty members, employees and students;
 - f) creation, abolition or restructuring of departments and

- faculties;
- g) the manner of co-operation with other Universities or Institutions of higher learning;
- h) the procedure for conferment of honorary degrees;
- i) provisions regarding grant of freeships and scholarships;
- j) number of seats in different courses of studies and the procedure of admission of students to such courses including reservation of seats for Uttaranchal students;
- k) the fee chargeable from students for various courses of studies;
- l) institution of fellowships, scholarships, studentships, freeships, medals and prizes;
- m) procedure for creation and abolition of posts;
- n) other matters which may be prescribed.

28. (1) The first Statutes framed by the Board of Governors shall be submitted to the State Government for its approval, which may, within ^{made} three months from the date of receipt of the Statutes give its approval with or without modification. (2) Where the State Government fails to take any decision with respect to the approval of the Statutes within the period specified under Sub-section (1) it shall be deemed to have been approved by the State Government. Statutes how Made
- Power to amend the Statutes 29 The Board of Governors may, with the prior approval of the State Government, make new or additional Statutes or amend or repeal the existing Statutes.
- Rules 30. Subject to the provisions of this Act, the Rules may provide for all or any of the following matters, namely:--
- a) admission of students to the University and their enrolment and continuance as such;
 - b) the courses of study to be laid down for all degrees and other academic distinctions of the University;
 - c) the award of degrees and other academic distinctions;
 - d) the conditions of the award of fellowships, scholarships, studentships, medals and prizes;
 - e) the conduct of examinations and the conditions and mode of appointment and duties of examining bodies, examiners, invigilators, tabulators and moderators;
 - f) the fee to be charged for admission to the examinations, degrees and other academic distinctions of the University;
 - g) the conditions of residence of the students at the University or a constituent college;
 - h) maintenance of discipline among the students of the University or a constituent college;
 - i) all other matters as may be provided in the Statutes and

Rules under the Act.

- Rules how made
31. 1) The rules shall be made by the. The rules shall be made by the Board of Governors and the rules so made shall be submitted to the State Government for its approval, which may, within two months from the date of receipt of the rules, give its approval with or without modification.
- 2) Where the State Government fails to take any decision with respect to the approval of the rules within the period specified under sub-section (1), it shall be deemed to have been approved by the State Government
- Power to amend Rules
- 32 The Board of Governors may, with the approval of the State Government make new or additional rules or amend or repeal the rules

CHAPTER-VI
Miscellaneous

- Conditions of service of employees
33. (1) Every employee shall be appointed under a written contract, which service of shall be kept in University and a copy of which shall be furnished to the employee concerned.
- (2) Disciplinary action against the students/employees shall be governed by procedure prescribed in the Statutes.
- (3) Any dispute arising out of the contract between the University and an employee shall, at the request of the employee, be referred to a tribunal of arbitration consisting of one member appointed by the Board of Management, one member nominated by the employee concerned and an umpire appointed by the Chancellor.
- (4) The decision of the tribunal in such matter shall be final.
- (5) The procedure for regulating the work of the tribunal shall be such as may be prescribed.
34. Every employee or student of the University or of a constituent college, Right to appeal Regional Centre, Study Centre and Career Academy Centre shall, notwithstanding anything contained in the proposed Act, have a right to appeal within such time as may be prescribed, to the Board of Management against the decision of any officer or authority of the University or of the Principal of any such Constituent college, Regional Centre, Study Centre and Career Academy Centre college, as the case may be and thereupon the Board of Management may confirm, modify or change the decision appealed against.
- Right to appeal
- Provident fund and pension

- 35 The University shall constitute for the benefit of its employees provide such Provident fund or pension fund and provide such insurance scheme as it may deem fit^{and} pension in such manner and subject to such conditions as may be prescribed.
36. If any question arises as to whether any person has been duly elected or appointed as, or is entitled to be a member of any authority or other body of the University, the matter shall be referred to the Chancellor of University whose decision thereon shall be final. Disputes as to constitution of the University authorities and bodies
37. Whenever any authority of the University is given power by this Act or the of statutes to appoint committees, such committees, shall, save as otherwise provided, consist of any or all the members of the authority concerned and of such other persons, if any, as the authority in each case trunks fit. Constitution of Committees
38. Any casual vacancy among the members, other than ex-officio members, of any Authority or body of the University shall be filled in the same manner in which the member whose vacancy is to be filled up, was chosen, and the person filling the vacancy shall be a member of such authority or body for the residue of the term for which the person whose place he/she fills would have been a member. Filling of casual vacancies
- 39 No suit or other legal proceedings shall lie against any officer or other of employee of the University for anything, which is done in good faith or intended to be done in-pursuance of the provisions of this Act, the Statutes or the Rules Protection of action taken in good faith
- 40 Notwithstanding anything contained in any other provisions of this Act Transitional and the Statutes:- Traditional provisions
- (a) the first Vice-Chancellor and Pro-Vice-Chancellor, if any shall be appointed by the Chancellor and the said officer shall hold office for a term of three year;
- (b) the first Registrar and the first Finance Officer shall be appointed by the Chancellor who shall hold office for a term of three years;
- (c) the first Board of Governors shall hold office for a term not exceeding three years;
- (d) the first Board of Management, the first Finance Committee and the first Academic Council shall be constituted by the Chancellor for a term of three years.
- 41 (1) The University shall establish a permanent endowment

fund of at Endowment least rupees one crore which may be increased suo motu but shall not be decreased.

- (2) The University shall have power to invest the permanent endowment fund in such manner as may be prescribed.
- (3) The University may transfer any amount from the general fund or the development fund to the permanent endowment fund- Excepting the dissolution of the University, in no other circumstances can any monies be transferred from corpus of the endowment fund for other purposes.
- (4) Not exceeding 75% of the incomes received from the corpus permanent endowment fund shall be used for the purposes of development works of the University; The remaining 25 % shall be reinvested into the permanent endowment fund.

General Fund

42. (1) The University shall establish a general fund to which the following amount shall be credited, namely :--
 - a) all fees which may be charged by the University;
 - b) all sums received from any other source;
 - c) all contributions made by the Hydrocarbon Education and Research Society, New Delhi;
 - d) all contributions/donations made in this behalf by any other person or body, which are not prohibited by any law for the time being in force.
- (2) The funds credited to the general fund shall be applied to meet all the recurring expenditure of the University.

Developmental fund

43. (1) The University shall also establish a development fund to which the following funds shall be credited, namely :--
 - a) development fees which may be charged from students;
 - b) all sums received from any other source for the purposes of the development of the University;
 - c) all contributions made by the Hydrocarbons Education & Research Society;
 - d) all contributions/donations made in this behalf by any other person or body which are not prohibited by any law for the time being in force; and
 - e) all incomes received from the permanent endowment fund.
- (2) The funds credited to the development fund from time to time shall be utilized for the development of the University.

44. The funds established under sections 41, 42 and 43 shall, subject to Maintenance of general supervision and control of the Board of Govern ors, be regulated and maintained in such manner as may be prescribed. Maintenance of Fund

- 45 (1) The annual report of the University shall be prepared Annual Report

under the direction of the Board of Management and shall be submitted to the Board of Governors for its approval.

- (2) The Board of Governors shall consider the annual report in its meeting and may approve the same with or without modification.
 - (3) A copy of the annual report duly approved by the Board of Governors shall be sent to Visitor and the State Government before 31 December following close of the financial year in 31 March each year.
46. (1) The annual accounts and balance sheet of the University shall be prepared under the direction of the Board of Management and all funds accruing to or received by the University from whatever source and all amount disbursed or paid shall be entered in the accounts maintained by the University. Accounts and audit
- (2) The annual accounts of the University shall be audited by an auditor, who is a member of the Institute of Chartered Accountants of India, every year.
 - (3) A copy of the annual accounts and the Balance sheet together with the audit report shall be submitted to the Board of Governors well before 31 December following close of the financial year in 31 March each-year.
 - (4) The annual accounts, the Balance sheet and the audit report shall be considered by the Board of Governors at its meeting and the Board of Governors shall forward the same to the Visitor and the State Government alongwith its observations thereon before the 31st December each year.
 - (5) The direction of the State Government on the subject arising out of the accounts and audit report of the University shall be binding on the University.
47. A copy of any receipt, application, notice, order, proceeding or resolution of any authority or committee of the university or other documents in possession of the University or any entry in any register duly maintained by the University, if certified by the Registrar, shall be received as prima facie evidence of such receipt, application, notice, order, proceeding, resolution or document or the existence of entry in the register and shall be admitted as evidence of the matters and transaction therein recorded where the original thereof would, if produced, have been admissible in evidence. Mode of proof of University records
- Dissolution of University
48. (1) If Hydrocarbons Education & Research Society, New Delhi proposes dissolution of the University of Petroleum and Energy Studies in accordance with the law governing its constitution or incorporation, it shall give at least three months notice in writing to the State Government.

- (2) On identification of mismanagement, mal-administration, in-discipline, failure in the accomplishment of the objects of University and economic hardships in the management systems of University, the State Government would issue directions to the management system of University. If the directions are not followed within such time as may be prescribed, the right to take decision for winding up of the University would vest in the State Government.
- (3) The manner of winding up of the University would be such as may be prescribed by the State Government in this behalf. Provided that no such action will be initiated without affording a reasonable opportunity to show cause to the Hydrocarbons Education & Research Society.
- (4) On receipt of the notice referred to in sub-section (1), the State Government shall, in consultation with the Council for Technical Education and UGC make such arrangements for administration of the University from date of dissolution of the University by Hydrocarbons Education And Research Society, New Delhi and until the last batch of students in regular courses of studies of the University complete their courses of studies in such manner as may be prescribed by the statutes.

Expenditure of the University during dissolution

- 49 (1) The expenditure for administration of the University during the taking over period of its management under section 48 shall be met out of the permanent endowment fund, the general fund or the development fund.
- (2) If the funds referred to in sub-section (1) are not sufficient to meet the expenditure of the University during the taking over period of its management, such expenditure may be met by disposing of the properties or assets of the University, by the State Government.

Removal of difficulties

- 50. If any difficulty arises in giving effect to the provisions of this Act, the State Government may, by a notification or order, make such provisions, not inconsistent with the provisions of this Act, as appear to it to be necessary or expedient, for removing the difficulty: Provided that no notification order under sub-section (1) shall be made after the expiration of a period of three years from the commencement of this Act.
- (2) Every order made under sub-section (1) shall, as soon as may be after it is made, be laid before the State legislature.

By Order,

BHAROSILAL

Secretary.



UNIVERSITY OF PETROLEUM & ENERGY STUDIES

FIRST STATUTES

(Version 6.2 of 18.12.2012)

**THE FIRST STATUTES OF THE
UNIVERSITY OF PETROLEUM & ENERGY STUDIES
DEHRADUN, UTTARANCHAL**

(Version 6.2 as amended by Board of Governors on December 18, 2012)

In exercise of the power conferred by sub-section (1) of Section 28 of the University of Petroleum & Energy Studies Act, 2003 (Act No. 15 of 2003), the Board of Governors is pleased to make the following first Statutes for the University of Petroleum & Energy Studies, Dehradun, Uttaranchal.

CHAPTER – I

1.1 Preliminary: (Section 28)

1.1.1 These “Statutes” may be called the First Statutes, 2004 of the University of Petroleum & Energy Studies.

1.1.2 These “Statutes” shall come into force on March 1, 2004.

1.2 Definitions

In these Statutes, unless the context requires otherwise,

- (i) “**Act**” means “University of Petroleum and Energy Studies Act, 2003”.
- (ii) “**Board of Management**” means the Board of Management of the University.
- (iii) “**He**” includes She, and “**His/Him**” includes Her.

All words and expressions used herein or defined in the Act shall have the same meanings as are assigned to them in the Act. Definitions specific in the Act shall apply unless the context requires otherwise.

CHAPTER – II

2.1 Officers and Other Functionaries of the University {Section 13(i)}

THE CHANCELLOR

2.1.1 Chairman of Board of Studies of Indian School of Petroleum, an Institute under the aegis of Hydrocarbons Education And Research Society will be the first Chancellor of the University of Petroleum & Energy Studies, whose tenure shall be of three years. Thereafter the Hydrocarbons Education And Research Society, with the prior concurrence of the Visitor, would appoint Chancellor from amongst its members.

2.1.2 The terms and conditions of the appointment of the Chancellor shall be finalised by the Hydrocarbons Education And Research Society.

2.1.3 The Chancellor shall, in general, have overall charge of the conduct of the affairs of the University, through the resolutions of the Board of Governors, and the provisions of the Act, the Statutes and the Rules.

2.1.4 The Chancellor shall, in particular,

- (i) represent the Visitor and preside over the Convocation in his absence;
- (ii) have the power to approve the appointment of the Vice Chancellor, from a panel of three persons as recommended by the Committee set up as specified in Section 14(2) of the Act;
- (iii) have the power to approve or withhold approval of any urgent action to be undertaken by Officers of the University;
- (iv) have the power to approve or withhold approval of the delegation of the Vice Chancellor's powers;
- (v) have the power to remove the Vice Chancellor as specified by Section 14(7) of the Act;
- (vi) have the power to appoint his nominees on the Authorities and Committees as specified in the Act, Statutes and Rules of the University;
- (vii) have the power, as Chairman of the Board of Governors, to order the review of the action taken by other Authorities of the University, if they do not conform to the provisions of the Act, the Statutes or the Rules, as specified in Section 21(2)(b) of the Act;
- (viii) have the power to give policy directions for the development and growth of the University and to enhance the image and the status of the University.

2.2 THE VICE CHANCELLOR – (Section 14)

2.2.1 The Vice Chancellor shall be appointed by the Chancellor from a panel of three persons to be recommended by a Committee as specified in Section 14(2) of the Act. To be considered by the Committee, each person must

- (i) hold a Ph D qualification in any of the disciplines specified in Section 8(1)(a) of the Act;
- (ii) have a post-qualification experience of at least 10 years;
- (iii) be an accomplished academician or educational administrator or professional from industry, business and research, with a track record of at least 10 years in teaching, training, consulting and has published research papers in reputed journals and other publications in the disciplines specified in Section 8(1)(a) of the Act.

If the Chancellor does not approve any of the persons so recommended, he shall record the reasons thereof and call for fresh recommendations.

2.2.2 The Vice Chancellor shall be a salaried officer of the University, the terms of which would be approved by the Chancellor.

2.2.3 The Vice Chancellor being the Principal Executive and Academic Officer of the University as specified in Section 14(4) of the Act shall -

- (i) exercise control over the affairs of the University, giving effect to the decisions of all the Authorities of the University in letter and spirit, and ensuring that they are not contradictory in nature and practice;
- (ii) be responsible for the maintenance of the discipline in the University;
- (iii) ensure faithful observance of the provisions of the Act, the Statutes and the Rules, and shall, without prejudice, to the powers of the Chancellor, possess all such powers as may be necessary on that behalf;
- (iv) have the power to convene, or cause to be convened, meetings of the Board of Management, the Academic Council and the Finance Committee, and all other such Committees or Bodies of which he is the Chairperson;
- (v) delegate such powers as deemed necessary to any other officer of the University with the approval of the Chancellor;

2.2.4 Other terms and conditions of appointment of the Vice Chancellor shall be as specified in Section 14(1) of the Act.

2.2.5 The Vice Chancellor shall have the powers to make ad-hoc appointments for a period not exceeding one year, of such persons, other than teachers, as may be considered necessary for proper functioning of the University with prior approval of the Chancellor.

2.2.6 The Vice Chancellor shall be empowered to grant leave to any officer of the University and make necessary arrangements for the discharge of the functions of such an officer during the period of his absence.

2.2.7 If the office of the Vice Chancellor becomes vacant due to death, resignation or otherwise, or if he is unable to perform his duties due to ill health or any other reason, the Pro-Vice Chancellor shall perform the duties of the Vice Chancellor, until the vacancy is filled up on regular basis.

Provided that such an interim arrangement shall not exceed a period of one year from the date such an arrangement is made.

2.3 THE PRO-VICE CHANCELLOR – (Section 15)

2.3.1 The Pro-Vice Chancellor shall be appointed by the Vice Chancellor with the prior approval of the Chancellor.

2.3.2 The Pro-Vice Chancellor must

- (i) hold a post-graduate, preferably a Ph. D qualification in any of the disciplines specified in Section 8 (1) (a) of the Act;

- (ii) have a post-qualification experience of at least 10 years;
- (iii) be an accomplished academician or educational administrator or professional from industry, business and research, with a track record of at least 10 years in teaching, training, consulting in the disciplines specified in Section 8(1)(a) of the Act.
- (iv) the term of the ¹Pro-Vice Chancellor shall be three years.

If the Chancellor does not approve of the recommended person, he shall record the reasons in writing and call for fresh recommendations.

2.3.3 The Pro-Vice Chancellor shall be a salaried officer of the University, the terms of which would be approved by the Chancellor.

2.3.4 The Pro-Vice Chancellor shall assist the Vice Chancellor in such matters as may be specified by the Vice Chancellor, from time to time, and shall exercise such powers and perform such duties as may be assigned or delegated to him by the Vice Chancellor.

2.3.5 The Pro-Vice Chancellor shall, in the absence of the Vice Chancellor, exercise the powers and perform the duties of the Vice Chancellor.

2.4 THE DEANS OF CONSTITUENT COLLEGES (Section 16)

2.4.1 ²The Deans of the Constituent Colleges shall be appointed by the Vice Chancellor from amongst the Professors of the respective constituent colleges of the University or from related Corporate Sector for a period of three years

The Dean of a Constituent College shall be *ex-officio* Dean of the faculty concerned.

2.4.2 The Deans of Constituent Colleges shall cease to hold office on attaining the age of superannuation.

2.4.3 The Dean shall be the Head of all academic and research programs in the Constituent College and shall be responsible for the conduct and maintenance of standards of teaching and research in the Constituent College. The Deans shall have such other functions as may be entrusted to them by the Vice Chancellor.

2.4.4 ³When the office of the Dean is vacant or where the Dean is unable to perform his duties due to illness, absence or any other reason, the Vice Chancellor may authorize a Professor to perform the functions of the Dean during such period. Such period should not exceed more than six months.

2.5 The Registrar (Section 17)

¹ Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

² Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

³ Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

2.5.1 ⁴The Registrar shall be appointed by the Chancellor on the recommendations of a selection committee prescribed under clause 4 of Statutes read with section 27(d) of the Act and shall be a salaried officer of the University, whose terms and conditions of appointment would be approved by the Chancellor.

2.5.2 The Registrar must

- (i) hold a post-graduate degree with at least 55% marks or its equivalent grade of B in the UGC seven point scale in any discipline.
- (ii) have a post-qualification experience of at least 10 years;
- (iii) be an accomplished educational administrator or industry professional with a good track record.

2.5.3 When the office of the Registrar is vacant or when the Registrar is, by reason of illness or absence for any other cause, unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice Chancellor may appoint for the purpose for the duration of such absence, subject to the prior approval of the Chancellor.

2.5.4 The Registrar shall:

- (i) conduct the official correspondence of the University and all or any of its Authorities;
- (ii) supply, to the Chancellor, copies of the agenda of meetings of the Authorities of the University, as soon as they are issued, and the minutes of the meetings of the Authorities, ordinarily within a month of the holding of the meetings;
- (iii) represent the University in suits or proceedings by or against the University, sign powers of attorney and verify pleadings or depute his representative for the purpose, subject to the prior approval of the Chancellor; and
- (iv) ⁵perform such other duties and functions as may be specified in the Statutes or as may be prescribed by the Rules or as may be required from time to time by the Chancellor or the Vice Chancellor.

2.6 The Finance Officer (Section 18)

2.6.1 ⁶The Finance Officer shall be appointed by the Chancellor on the recommendation of a Selection Committee as prescribed under clause 4.8 of the Statutes and shall be a salaried officer of the University, whose terms and conditions of appointment would be approved by the Chancellor.

2.6.2 The **Finance Officer** must

⁴ Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

⁵ Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

⁶ Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

- (i) be a graduate in any discipline;
- (ii) have a professional qualification in accounting or finance such as CA or CS from Institute of Chartered Accountants of India, Institute of Company Secretaries of India, Institute of Cost and Works Accountants of India or Institute of Chartered Financial Analysts of India;
- (iii) have a post-qualification experience of at least 10 years.

2.6.3 When the office of the Finance Officer is vacant or when the Finance Officer is, by reason of illness or absence for any other cause, unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice Chancellor may appoint for the purpose for the duration of such absence, subject to the prior approval of the Chancellor.

2.6.4 The Finance Officer shall:

- (i) exercise general supervision of the funds of the University and advise it as regards its financial policy; and
- (ii) perform such other functions as may be assigned to him by the Board of Management, Chancellor or Vice Chancellor or as may be prescribed by the Statutes or the Rules.

2.6.5 Subject to the direction of the Board of Management, the Finance Officer shall:

- (i) hold and manage the property, investments and endowed property for furthering any of the objects of the University;
- (ii) see that the limits fixed by the Finance Committee for recurring and non-recurring expenditure for one year are not exceeded and that all moneys are expended on the purposes for which they are received or allotted;
- (iii) be responsible for the preparation of the annual accounts and the budget of the University for the next financial year and for their presentation to the Finance Committee;
- (iv) keep a constant watch on the state of the cash and bank balances, and on the state of investments;
- (v) watch the progress of collection of revenue and advise on the methods of collection employed;
- (vi) have the accounts of the University regularly audited by the auditors appointed for the purpose; and
- (vii) call for, from any office under the University, any information that he may consider necessary, with prior approval of the Chancellor, to discharge his financial responsibilities.

CHAPTER – III

3.1 Authorities of the University (Section 20)

3.1.1 The Board of Governors

The Board of Governors, the principal authority of the University

- (a) shall make new or additional Statutes or amend or repeal the existing statutes, with the prior approval of the State Government.
- (b) shall approve all proposals, before they are submitted to the State Government.
- (c) The Vice Chancellor shall issue notice for the Meeting of the Board of Governors, under the direction of the Chancellor.
- (d) One-half of the members of the Board of Governors, including the Chairperson, shall constitute the quorum at the Meeting.
- (e) All members of the Board of Governors, other than the ex-officio members, shall hold office for a term of three years.

3.2 The Board of Management (Section 22)

- 3.2.1 ⁷The Vice Chancellor shall be the Chairman of the Board of Management, and the Registrar shall be the Secretary of the Board of Management.
- 3.2.2 The Board of Management shall, from time to time, meet at least three times in a year at such time and place as the Vice Chancellor thinks fit.
- 3.2.3 The Registrar shall issue notice for the Meeting of the Board of Management, under the direction of the Vice Chancellor.
- 3.2.4 One-half of the members of the Board of Management, including the Chairman, shall constitute the quorum at the Meeting.
- 3.2.5 Every member of the Board of Management, other than the ex-officio members, shall hold office for a term of three years, each.
- 3.2.6 Subject to the provisions of the Act and the Statutes, the Board of Management shall, in addition to all other powers vested in it, have the following powers, duties and functions, namely, to:
 - (i) cause to prepare the annual accounts and financial estimates of the University, through the Finance Committee, and after review, recommend them to the Board of Governors;

⁷ Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

- (ii) to appoint such Professors, Associate Professors, Assistant Professors and Lecturers as may be necessary, on the recommendations of the Committees constituted for the purpose, and to provide for filling temporary vacancies therein, provided that no appointment of the rank of Associate Professor and above shall be made without the prior approval of the Chancellor;
- (iii) to fix the emoluments and define the duties, functions and conditions of service of Professors, Associate Professors, Assistant Professors and Lecturers;

Provided that no action shall be taken by the Board of Management in respect of the number, the qualifications and the emoluments of teachers without the consideration of the recommendations of the Academic Council;

- (iv) to create and make appointments to administrative and other posts;
- (v) to accept on behalf of the University any bequest, donation or transfer of any movable or immovable property to the University in consonance with Section 8(j) of the UPES Act, 2003;
- (vi) to provide for the buildings, premises, furniture, apparatus and other means needed for carrying on the work of the University;
- (vii) to approve entering into, vary, carry out and cancel contracts on behalf of the University and to make such Rules as may be required towards this objective;
- (viii) to entertain, adjudicate upon, and if it thinks fit, to redress, any grievances of the salaried officers, the teaching staff and other employees of the University who may for any reason feel aggrieved;
- (ix) to make Rules to govern the appointment and removal of examiners and moderators, and to fix their fees, emoluments and travelling and other allowances after consulting the Academic Council;
- (x) to select a common seal for the University and provide for the custody and use of the seal;
- (xi) to frame rules for institution and grant of University fellowships, studentships, medals and prizes; and
- (xii) to delegate any of its powers to the Vice Chancellor, the Registrar or such other officer of the University or to a Committee appointed by it as it may deem fit.

3.3 The Academic Council (Section 23)

3.3.1 The Academic Council shall consist of the following members, namely:

- | | | |
|------|--------------------------------------|-----------------|
| (i) | ⁸ The Vice Chancellor | <i>Chairman</i> |
| (ii) | ⁹ The Pro-Vice Chancellor | <i>Member</i> |

⁸ Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

⁹ Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

- | | | |
|-------|--|----------------|
| (iii) | The Deans of Faculties of the University | <i>Members</i> |
| (iv) | Two Professors other than the Deans,
by rotation in order of seniority | <i>Members</i> |
| (v) | Five distinguished academicians to be
nominated by the Vice Chancellor | <i>Members</i> |
| (vi) | Twelve management professionals from
the petroleum and energy industry to be
nominated by the Chancellor | <i>Members</i> |
| (vii) | One member from amongst the Heads of
Constituent Colleges / Centres to be
Nominated by the Vice Chancellor | <i>Member</i> |

The Registrar shall be the Secretary of the Academic Council.

- 3.3.2 The Academic Council shall, from time to time, meet at least twice a year at such time and place as the Vice Chancellor thinks fit.
- 3.3.3 The Registrar shall issue notice for the Meeting of the Academic Council, under the direction of the Vice Chancellor.
- 3.3.4 One-third of the members of the Academic Council, including the Chairperson, shall constitute the quorum at its Meeting.
- 3.3.5 Every member of the Academic Council, other than the ex-officio members, shall hold office for a term of three years.
- 3.3.6 The Academic Council shall be the principal academic body of the University and shall co-ordinate and exercise general supervision over the academic policies of the University.
- 3.3.7 Subject to the provisions of the Act and the Statutes, the Academic Council shall, in addition to all other powers vested in it, have the following powers, duties and functions, namely, to:
- (i) Prescribe admission and examination procedures for the students of the University;
 - (ii) Prescribe and sanction the number of academic programmes in the University and their intake for each academic year.
 - (iii) Consider for recommendation to the Board of Governors, proposals for the creation or merger or division of the Academic departments and Centres of the University;
 - (iv) Approve curricula and syllabi for the courses and studies in various departments and Centres of the University and Constituent Colleges;
 - (v) Frame the Rules for academic matters including the structure of student evaluation, conduct of examination and declaration of results;

- (vi) Recommend to the Board of Management the rates of remuneration and allowances for the examination work;
- (vii) Review and monitor the standards of instruction, education, training and research carried on or imparted in the University;
- (viii) Constitute and co-ordinate the working of the Deans of Constituent Colleges, and scrutinize and approve their proposals in regard to the scheme of teaching and examination in the University;
- (ix) Scrutinize and approve the recommendations of the examiners of the Ph.D candidates;
- (x) Promote research within the University and to requisition from time to time reports on such research;
- (xi) Advise and recommend to the Board of Management regarding the number, qualifications and emoluments of teachers for its approval;
- (xii) Approve recognition and equivalence of the certificates, diplomas and degrees of other Universities and Institutions;
- (xiii) Consider and make recommendations on such matters as may be referred to it by the Board of Governors or the Board of Management;
- (xiv) Perform in relation to academic matters all such duties as may be necessary for properly carrying out the provisions of the Act, the Statutes and the Rules;
- (xv) Maintain contact with employer organizations with a view to assess their current and changing needs, the pattern of education required, therefor, which should be imparted by the University and take necessary action.
- (xvi) To promote the health, welfare and industry interactions of students and to constitute a Council of Students Affairs consisting of such number of teachers and students as may be prescribed by the Rules to advise the Academic Council on such matters.

3.4 The Finance Committee (Section 24)

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

- (i) The Vice Chancellor of the University *Chairman*
- (ii) The Pro-Vice Chancellor of the University *Member*
- (iii) One nominee of the Chancellor *Member*
- (iv) One nominee of the Board of Governors *Member*
- (v) One Dean (by rotation) on the basis of seniority *Member*
- (vi) Principal Secretary/ Secretary to the State Government in the Higher Education Department or his nominee not below the rank of Joint Secretary to the State Government. *Member*

The Finance Officer of the University shall be the Member Secretary.

- 3.4.2 The Finance Committee shall, from time to time, meet at least four times in a year, and at least once every calendar quarter, at such time and place as the Vice Chancellor thinks fit.
- 3.4.3. The Finance Officer shall issue notice for the Meeting of the Finance Committee, under the direction of the Vice Chancellor.
- 3.4.4 One-half of the members of the Finance Committee, including the Chairperson, shall form the quorum at its meeting.
- 3.4.5 Every member of the Finance Committee, other than ex-officio members, shall hold office for a term of three years each.
- 3.4.6 The annual accounts and financial estimates of the University prepared by the Finance Officer shall be presented before the Finance Committee for consideration and comments, and thereafter, they shall be submitted to the Board of Management for review, with or without amendments.

CHAPTER – IV

4.1 Other Authorities (Section 25)

The Board of Management and the Academic Council may, independent of each other, appoint such Committees consisting of members of the authority making such appointment and nominate such other persons, as that authority in each case may think fit.

Each Committee will deal with the subject assigned to it, and its recommendations may be considered, subject to subsequent confirmation by the authority which appointed it.

4.2 Elected Chairman to preside where no provision is made in the Statutes {Section 27(a)}

If the Act, the Statutes or the Rules of the University do not provide for a Chairman to preside over the meetings of any Authority or Committee of the University, or when its Chairman is absent, its members present shall elect one among themselves to preside at those meetings.

4.3 Resignation and Superannuation {Section 27(n)}

- 4.3.1 Any member other than an ex-officio member of the Board of Governors, the Board of Management, the Academic Council, the Finance Committee or any other authority of the University or Committee may resign by a letter addressed to the Registrar, and the resignation shall take effect as soon as the letter is received by the Registrar.
- 4.3.2 Any officer of the University (whether salaried or otherwise) may resign his office by a letter addressed to the Registrar, as provided in the terms of his appointment, provided that such resignation shall take effect only on the date from which the said letter is accepted by the Authority competent to fill the vacancy.

4.3.3 All employees of the University, except those on contract, shall retire on attaining the age of 62 years.

4.4 Disqualifications (Section 20)

4.4.1 ¹⁰A person shall be disqualified for being chosen as, and for being a member of any of the authorities of the University, if, according to procedures laid down in its Rules:

- (a) is found to be of unsound mind; or
- (b) is found to be an undischarged insolvent; or
- (c) has been convicted by a court of law of any criminal offence or an offence involving moral turpitude; or
- (d) is otherwise guilty of proven misconduct.

4.4.2 If any question arises as to whether a person is or had been subjected to any of the disqualifications mentioned in clause (1), the question shall be referred for the decision of the Chancellor and his decision thereupon shall be final.

4.5 Honorary Degrees {Section 27(h)}

Any proposal for the conferment of an honorary degree or distinction shall be made by the Academic Council to the Board of Governors, and shall require the approval of the Visitor before confirmation.

4.6 Withdrawal of Degrees (Section 23)

The Academic Council may, by a special resolution passed by a majority of not less than two-thirds of the members present and voting, withdraw any degree or academic distinction conferred on, or any certificate of diploma granted to, any person by the University for good and sufficient cause:

Provided that no such resolution shall be passed until a notice in writing has been given to that person calling upon him to show cause within such time as may be specified in the notice as to why such resolution should not be passed and until his objections, if any, and any evidence he may produce in support of them have been considered by the Academic Council.

4.7 Teachers of the University {Section 27(d)}

4.7.1 Teachers of the University shall be of two classes, namely:

- (i) Appointed teachers of the University;
- (ii) Recognized teachers of the University;

¹⁰ Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

4.7.2 Appointed teachers of the University shall be either:

- (i) Employees of the University as Professors, Associate Professors, Assistant Professors and Lecturers of the University, or
- (ii) Persons appointed by the Chancellor as Honorary Professors, Emeritus Professors, Associate Professors, Assistant Professors and Lecturers as teachers of the University.

4.7.3 Recognized teachers of the University shall be persons appointed by Chancellor from other institutions / Energy Organizations as Adjunct Professors, Distinguished Professors and / or Emeritus Professors of the University.

4.7.4 No person shall be appointed or recognized as a teacher of the University except on the recommendation of a Selection Committee constituted for the purpose.

4.7.5 The qualifications of recognized teachers of the University should be such as may be prescribed by the Rules.

4.7.6 All applications or CVs for the recognition of teachers of the University shall be made in such a manner as may be laid down by the Board of Management in this behalf.

4.7.7 The period of recognition of the teacher of the University shall be determined by the Rules made in that behalf. A person in the service of a recognized institution recognized as a teacher of the University otherwise than as a Professor or Associate Professor shall continue to be recognized so long as he is in the service of the recognized institution.

4.8 Selection Committees {Section 27(d)}

4.8.1 ¹¹There shall be Selection Committees for making recommendations to the Board of Management for appointment to the posts of Professor, Associate Professor, Assistant Professor, Lecturer, and to the Chancellor for appointment to the post of Registrar, Finance Officer, Librarian and other staff members of the University. All appointments are to be approved by the Chancellor and the Selection Committee minutes would be approved by the Chancellor before issuing any appointment orders.

4.8.2 Every Selection Committee shall consist of the Vice Chancellor who shall be the Chairman thereof, and person/s nominated by the Board of Management in the Selection Committee for making recommendations. For appointment to a post specified in the first column of the Table below, the Committee shall also have the persons specified in the corresponding entry in the second column of the said Table.

¹¹ Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

Post	Composition of the Selection Committee
¹⁸ Professor Level and Above	Invite One Expert on the Selection Panel. All appointments to be approved by Chancellor and ratified by Board of Management
¹⁸ Associate Professor upto Lecturer	The Internal Selection Committee of UPES comprising Dean, HoD, VP (AA) and One faculty from the respective discipline All appointments to be approved by Chancellor and ratified by Board of Management
¹² Registrar/Finance Officer	1) Pro-Vice Chancellor 2) Three members of the Board of Management nominated by the Vice Chancellor.
¹³ Librarian	1) Pro-Vice Chancellor 2) A Dean of a Constituent College nominated by the Vice Chancellor. 3) Two experts, who are not otherwise employees of the University, with special knowledge of the subject of Library Science, to be nominated by the Board of Management;
Other Staff	1) Pro-Vice Chancellor or the Registrar 2) Two employees of the University who shall be nominated by the Board of Management.

4.8.3 The recommendations of the Selection Committee strictly on the basis of merit will take into consideration the regulations issued by the University Grants Commission, to the extent it is applicable, from time to time with regard to appointment and promotion of Professors, Associate Professors, Assistant Professors, Lecturers and administrative posts of the University. The Selection Committee may recommend a panel of at least three names in order of merit in case of each selection.

4.8.4 The criterion to be followed by a Selection Committee in making recommendations shall be laid down in the Rules.

4.8.5 If the Board of Management is unable to accept any recommendation made by the Selection Committee, the Board of Management shall record its reasons and submit the case to the Chancellor whose decision in the matter shall be final.

4.9 Conditions of Service of Teachers, Officers and other employees {Section 27(d)}

4.9.1 Every teacher and salaried officer and such other employees as are mentioned in the Statutes shall be appointed under a written contract on such terms and conditions as may be agreed to between the parties which shall be lodged with the University, and a copy thereof shall be furnished to the officer or teacher or employee concerned.

4.9.2 Any dispute arising out of a contract between the University and those mentioned in sub-clause (4.9.1) above shall, at the request of the teacher or officer or employee concerned, or at the instance of the University, be referred to the **Tribunal of Arbitration u/s 33(3) of Act** consisting of one member appointed by the Board of Management, one member from amongst the staff or the Academic Council nominated by the officer or teacher concerned and an umpire appointed by the Chancellor. The decision of this Committee shall be final.

¹² Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

¹³ Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

¹⁸ Amended vide 28th Meeting of the Board of Governors held on December 18, 2012

- 4.9.3 All posts at the University shall normally be filled by advertisement but the Board of Management shall have the power to decide, on the recommendation of the Vice Chancellor, that a particular post be filled by invitation or by contractual appointment or by promotion from amongst the members of the staff of the University.
- 4.9.4 Selection Committees for filling the post in the University (other than the post on contract basis) by advertisement or by promotion from amongst the members of the staff of the University shall be constituted in the manner laid down in the Statutes.

4.10 Removal of Teachers {Section 27(d)}

Notwithstanding the provision in these Statutes regarding abolition of the post, a teacher may be removed under the following provisions:

- 4.10.1 Where there is an allegation of misconduct against a teacher, the Vice Chancellor may, if he thinks fit and by an order in writing, place the teacher under suspension and shall forthwith report to the Board of Management the circumstances under which the order was made:

Provided that the Board of Management may, if it is of the opinion that the circumstances of the case do not warrant the suspension of the teacher, revoke that order.

- 4.10.2 Where there is documentary evidence through the performance evaluation system of the University that the teacher is not performing academic duties in the line with the performance standards instituted by the University.

- 4.10.3 ¹⁴Where it is found, according to procedures laid down in the Rules of the University that the teacher is:

- (a) of unsound mind; or
- (b) an undischarged insolvent; or
- (c) convicted by a court of law of any criminal offence or an offence involving moral turpitude; or
- (d) is otherwise guilty of misconduct; or
- (e) does not meet the performance standards covered by the performance evaluation system of the University.

- 4.10.4 Notwithstanding anything contained in the terms of his contract of service or of his appointment, the Board of Management shall be entitled to remove a teacher on the ground of misconduct.

¹⁵Save as aforesaid, the Board of Management shall not be empowered to remove a teacher except for a good and sufficient cause and after giving three months notice in writing or payment of three months' salary in lieu of notice.

- 4.10.5 No teacher shall be removed under sub-clause (4.10.1) or under sub-clause (4.10.2) above until he has been given a reasonable opportunity to show cause against the action proposed to be taken in regard to him.

¹⁴ Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

¹⁵ Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

Provided that where a teacher is under suspension at the time of his removal, the removal shall take effect on the date on which he was placed under suspension.

4.10.6 Notwithstanding anything contained in these Statutes, a teacher shall be entitled to resign by giving three months notice in writing to the Registrar.

4.11 Removal of employees other than a Teacher {Section 27(d)}

Notwithstanding the provision of Section 19 of these Statutes regarding abolition of the post, an employee may be removed under following provisions:

4.11.1 ¹⁶Notwithstanding anything contained in the terms of his contract of service or of his appointment, an employee of the University, other than a teacher, may be removed by the Authority which was competent to appoint the employee if, according to procedures laid down in the Rules of the University,

- (a) is found to be of unsound mind; or
- (b) is found to be an undischarged insolvent; or
- (c) has been convicted by a court of law of any criminal offence or an offence involving moral turpitude; or
- (d) is otherwise guilty of misconduct; or
- (e) does not meet the performance standards covered by the performance evaluation system of the University.

¹⁷Provided that no officer of the University shall be removed from his office unless a resolution to the effect is passed by the Board of Management by a majority of its members present and voting.

4.11.2 No such employees shall be removed under sub-clause (4.11.1) until he has been given a reasonable opportunity to show cause against the action proposed to be taken in regard to him.

4.11.3 Where the removal of such employee is for a reason other than that specified in sub-clause (c) or sub-clause (d) of clause (4.11.1), he shall be given three months notice in writing or paid three months salary in lieu of notice.

4.11.4 Notwithstanding anything contained in these Statutes, an employee of the University, not being a teacher, shall be entitled to resign:

- (a) In case of a permanent employee, only after giving three months notice in writing to the appointing authority or paying to the University three months salary in lieu thereof;
- (b) In other cases, only after giving one month's notice in writing to the appointing authority or paying to the University one month's salary in lieu thereof.

¹⁶ Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

¹⁷ Amended vide 7th Meeting of the Board of Governors held on December 17, 2005

- 4.11.5 Notwithstanding anything contained in the terms of contract of the service or of employment, the Vice Chancellor shall have the power to waive the notice period and direct the payment of his salary in lieu of such notice period.

CHAPTER - V

5.1 Convocation (Section 12)

- 5.1.1 A Convocation for conferring its degree, diploma and other academic distinctions may be held by the University not more than once in a year on such date and at such time as Board of Management may appoint.
- 5.1.2 The special convocation may be held by the University with the prior approval of the Chancellor.
- 5.1.3 The convocation shall consist of the persons specified in Section 20 as constituting the authorities of the University.
- 5.1.4 A local convocation may be held at each constituent college on such date and such time as the Dean may, with the prior approval of the Vice Chancellor in writing, appoint.
- 5.1.5 Combined convocations may be held by two or more colleges in the manner prescribed in Statutes.
- 5.1.6 The procedure to be observed at the convocation referred to in this Chapter and other matters connected therewith shall be such as may be laid down in the concerned regulation.
- 5.1.7 Where the University **or** any constituent college, does not find it convenient to hold the convocation in accordance with Statutes 5.1.1 to 5.1.6, the degree, diplomas and other academic distinctions may be dispatched to the candidates concerned by registered post.

CHAPTER – VI

6.1 Maintenance of discipline among Students {Section 14(6)}

- 6.1.1 All powers relating to discipline and disciplinary action in relation to students shall vest in the Vice Chancellor.
- 6.1.2 The Vice Chancellor may delegate all or such of his powers, as he deems proper to the Dean and to such other persons as he may specify in this behalf, with the approval of the Chancellor of the University.
- 6.1.3 Without prejudice to the generality of his powers relating to the maintenance of discipline and taking such action in the interest of maintaining discipline as may seem to him appropriate, the Vice Chancellor may in the exercise of his powers aforesaid order to direct that any student or students be expelled from

the University, or be fined a sum of rupees (that may be specified), or be debarred from taking an examination or examinations for one or more years or that the results of student or students concerned in the examination or examinations, in which he has or they have appeared, be cancelled.

6.2 Fees for various Courses {Section 27(k)}

6.2.1 The fees chargeable and any increase in the fee after each semester from students for various courses of studies shall be proposed by a **Fee Committee** comprising:-

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|-------|--|-------------------------|
| (i) | Vice Chancellor | <i>Chairperson</i> |
| (ii) | Pro-Vice Chancellor | |
| (iii) | A nominee of the Chancellor | |
| (iv) | One Dean to be nominated by the Chancellor | |
| (v) | Finance Officer | <i>Member Secretary</i> |

6.2.2 The fees recommended by the Fee Committee shall be presented through the Finance Committee in the following meeting of the Board of Management, whose consent and direction shall be taken in this regard.

6.3 Seats in Courses of Studies {Section 27(j)}

6.3.1 The Academic Council shall recommend to the Board of Management the number of seats in each course of study with its syllabus, for approval.

6.3.2 The 10% seats in each course of studies shall be reserved for the students domiciled in the State of Uttaranchal.

6.4 Creation and Abolition of Posts {Section 27(m)}

Academic departments, faculties and posts shall be created or abolished on the recommendation of the Academic Council with the approval of the Board of Management. Non-academic posts, strictly need-based, shall be created with the approval of the Board of Management. Services shall be outsourced as far as feasible. When a post is abolished, which involves termination of service of an employee, a fair notice period specified by Board of Management or, salary in lieu thereof, shall be given.

6.5 Rules how made, Power to amend Rules (Section 30, 31 & 32)

6.5.1 The Rules made may be amended, repealed or added to by the Board of Governors, at any time, provided that:

- (a) No Rule shall be made affecting the conditions of residence or discipline of students, except after consultation with the Academic Council.
- (b) Unless the draft of every Rule is proposed by the Academic Council, no Rule shall be made:

- (i) Affecting the admission or enrolment of students or prescribing examinations to be recognized as equivalent to the University examinations, or
- (ii) Affecting the conditions, mode of appointment or duties of examiners or the conduct or standard of examination or any course of study.

6.5.2 The Board of Governors shall have the power to amend any draft proposed by the Academic Council under sub-clause (2) but may reject the proposal or return the draft to the Academic Council for reconsideration, either in whole or in part, together with any amendments which the Board of Governors may suggest.

6.5.3 Where the Board of Governors has rejected the draft of Rules proposed by the Academic Council, the Academic Council may, within two months of the date of such rejection, appeal to the Board of Governors and the Board of Governors may, by order, direct that the proposed Rules shall be laid before the next meeting of the Board of Governors, for its approval and that pending such approval, it shall have effect from such date as may be specified in the order.



UNIVERSITY OF PETROLEUM & ENERGY STUDIES

FIRST RULES

(Version 6.0 of 15.03.2004)

THE FIRST RULES OF THE UNIVERSITY OF PETROLEUM AND ENERGY STUDIES DEHRADUN, UTTARANCHAL

In exercise of the power conferred by sub-section (1) of section 31 of the University of Petroleum & Energy Studies Act, 2003 (Act No.15 of 2003), the Board of Governors is pleased to make the following First Rules for the University of Petroleum & Energy Studies, Dehradun, Uttaranchal.

1 SHORT TITLE AND COMMENCEMENT

- (i) The “**Rules**” may be called the **University of Petroleum and Energy Studies, First Rules, 2004.**
- (ii) They shall come into force with effect from the date of issuance of the notification of the approval of the State Government.

2 DEFINITIONS

In these Rules, unless the context otherwise requires,

- (1) “**Article**” means an Article of the Statutes.
- (2) “**Centre**” means a Regional Centre, Study Centre, Career Academy Centre.
- (3) “**Regulations**” means the Regulations of the University specifying the mechanisms and procedures to carry out the provisions of the Act, the Statutes and the Rules framed for the smooth functioning of the University.

Definitions specified in the Act shall apply unless the context requires otherwise.

3 ADMISSIONS AND ENROLMENT OF STUDENTS

- (1) Admission of students shall be done on the basis of merit providing equal opportunity to all, without any discrimination on the basis of gender, religion, caste or creed.
- (2) The merit shall be determined by the marks obtained by the candidates in an entrance examination and such additional criteria as may be specified by the Academic Council such as entrance test, personal interview and group discussions, which shall be duly announced.
- (3) The offer of admissions, deposit of admission and other fees and enrolments shall be in accordance with the Regulations framed for the purpose.

4 COURSES OF STUDIES

- (1) The University shall offer imaginatively designed innovative courses and provide for instruction in all disciplines as specified in Section 8(1)(a) of the Act, and to make

provision for research and for the advancement and dissemination of knowledge leading to Bachelor's and Master's degrees, diplomas, certificates etc.

- (2) The University shall offer doctoral degree programmes in its chosen areas which shall give a lively edge and substance to its other degree programmes.
- (3) The structure of the academic programmes and their durations shall be in accordance with the norms of UGC, All India Council for Technical Education and any other statutory body, and recommended by the Academic Council and approved by the Board of Governors.
- (4) The University shall, through its on-campus and off-campus Centres, run regular full-time / part-time / distance learning degree, diploma and certificate courses in various disciplines of the University.
 - (a) The Board of Management shall specify the administrative structure of the Centres and frame Regulations for the effective implementation of the management of their academic programmes, co-operation and co-ordination among the Centres and their linkages with industries and other agencies.
 - (b) The academic programmes of the Centres shall be approved by the Academic Council which shall ensure high standards of those programmes.
 - (c) The Board of Management shall frame Regulations for periodic reviews of the working and the performance of the Centres.

5 AWARD OF DEGREES AND OTHER ACADEMIC DISTINCTIONS

- (1) Degrees, Diplomas and Certificates shall be awarded to candidates who have pursued the approved courses of studies in the University, the Centres and the Constituent Colleges, and have passed the examinations of the University fulfilling the requirements laid down in the Regulations.
- (2) The text and the format of the degree and diploma documents, certificates and citations shall be as approved by the Academic Council.
- (3) The Degrees, Diplomas, Certificates and other Distinctions shall be awarded in an Annual Convocation, every year or in any special function.

6 AWARDS, FELLOWSHIPS, SCHOLARSHIPS, STIPENDS, MEDALS, PRIZES AND OTHER RECOGNITIONS

- (1) Awards, Fellowships, Scholarships, Stipends, Medals, Prizes and other recognitions shall be instituted as recommended by the Academic Council, and approved by the Board of Management.

- (2) The eligibility criteria of the awards and other recognitions, their values and, where required, their tenure, and the methodology and procedure for the selection of Awardees shall be approved by the Board of Management, on the recommendation of the Academic Council.

7 EXAMINATIONS

- (1) The Course structures, instructions and examinations shall be based on the Semester system.
- (2) There shall be a rigorous and continuous evaluation of the level of learning of students and their acquisition of knowledge of which the Semester examinations shall be a component.
- (3) The other components (such as class tests, laboratory exercises and assignments) of evaluation and their evaluation and weightages for each course unit shall be determined by the Academic Council.
- (4) The Semester examination shall be an examination conducted by the respective Teacher.
- (5) The University shall constitute an Examination Board at the University level, and an Examination Committee at the College/ Centre level.
- (6) The detailed procedures for an efficient, transparent and fair evaluation of the students, including the conduct of the Semester Examinations, shall be designed by the Examination Board, and the Semester Examinations shall be managed by the Examination Committee in the Colleges / Centres, and shall be co-ordinated by the Examination Board and shall be approved by the Chancellor.
- (7) Regulations for the Examinations shall be framed by the Academic Council for consideration and approval of the Board of Management.

8 COURSE FEES

- (1) A reasonable and rational fee structure shall be established concomitant with the objectives of the University to provide quality education comparable to the best by international standards, which shall be ensured by the appointment of highly competent faculty, well-equipped laboratories and libraries, computers and networking facilities and other infrastructure of high quality.
- (2) The Fee Committee stipulated in the First Statutes shall work out rational fee structures which may be different for different courses of the University to meet the costs of imparting quality education, its timely updation and upgradation, and development activities.

9 RESIDENCE OF STUDENTS

The University shall provide boarding and lodging facilities to the students to the extent possible, at a reasonable cost.

10 STUDENT DISCIPLINE

- (1) The Board of Management shall frame the Regulations and the Code of Ethics and Conduct to maintain a high standard of discipline amongst students of the University, its Centres and Constituent Colleges.
- (2) The University shall assign to its faculty members the duties related to the welfare of students as provided in the Regulations.

11 OTHER BODIES OF THE UNIVERSITY

For smooth and efficient functioning of the University, the Board of Management shall constitute Committees specifying their composition, powers, functions and tenure.

12 CO-OPERATION AND COLLABORATION WITH OTHER UNIVERSITIES AND INSTITUTIONS OF HIGHER EDUCATION

The University shall co-operate and collaborate with other Universities and Institutions on mutually agreed terms in the following areas:

- (1) Joint research programmes
- (2) Sharing of library, laboratory and other academic resources
- (3) Jointly arranged
 - (i) Conferences
 - (ii) Training Programmes
 - (iii) Refresher courses
- (4) Expert lectures of faculty

13 CO-OPERATION AND COLLABORATION WITH CENTRES OF EXCELLENCE OF OTHER UNIVERSITIES AND INSTITUTIONS

- (1) The University shall identify and actively seek co-operation and collaborations with Centres of Excellence of other Universities and Institutions in India and abroad in the following activities:

- (a) Joint research projects funded by national and international agencies;
 - (b) Twinning / Articulation of syllabi / course contents of academic programmes for exchange of students at Bachelor's and Master's levels;
 - (c) Exchange of faculty for teaching, research and training;
 - (d) Sharing of course and instruction materials;
 - (e) Jointly establishing Centres;
 - (f) Jointly developing e-courses for interactive and interactive-integrative learning;
 - (g) any other academic activity for mutual benefit.
- (2) For these programmes, the modalities of co-operation and collaboration shall be specified by the Board of Management, under a Memorandum of Understanding.

14 MEMBERS OF FACULTY

- (1) The Academic Council shall decide the Department-wise and Centre-wise requirements of faculty, their structure at the levels from Professors to Assistant Professors, their minimum qualifications and experience, specialisations, and their required numbers. The qualification and experience requirements shall be at least those specified by UGC, All India Council for Technical Education and any other statutory body.
- (2) The composition of the Selection Committee for recommending the names of the candidates for appointment to faculty positions shall be as specified in the First Statutes.
- (3) The terms and conditions of appointment of faculty members shall be specified by the Board of Management, and shall be incorporated in the Rules.

15 OTHER EMPLOYEES OF THE UNIVERSITY

- (1) The functioning, management and framework of the University shall be such as would require optimally lean support staff as employees of the University.
- (2) The required services shall, to the extent possible, be arranged on contract specifying the nature of work and the tenure of such employees through specialized outsourcing agencies.
- (3) The terms and conditions of such support staff engaged as employees shall be determined by the Board of Management, and shall be incorporated in the Rules.

16 REGULATIONS

- (1) Detailed Regulations governing various aspects (e.g. examinations, service conditions, etc.) shall be framed by the Vice-Chancellor within the framework of the Act, the Statutes and Rules for smooth, efficient, fair and transparent functioning of the University.
- (2) The Regulations shall be considered by the Board of Management for approval.
- (3) The Board of Management shall have the authority to add new Regulations, and modify or delete any existing Regulations as and when required for the proper functioning of the University.

17. RULES OTHER THAN THE FIRST RULES

All Rules other than the First Rules, and amendments, if any, in the First Rules and all subsequent Rules shall be made by the Board of Governors.