THE NORTH-EASTERN HILL UNIVERSITY ORDINANCES

OA-9

ON THE BOARD OF UNDER-GRADUATE STUDIES

Under Section 26(1) (k) of the NEHU Act, 1973
read with Clause (4) of Statute 18

Short Title **1.** There shall be a Board of Under-Graduate Studies for each subject taught at the degree level.

Constitution of the Board **2.** Each Board shall comprise not less than nine members. The constitution of the Board shall be as follows:

i. The Head of the University Department teaching the subject (Chairman, Ex-officio);

ii. Professors in the Department;

iii. One Reader in the Department by rotation;

iv. One Lecturer in the Department by rotation

v. Five teachers from affiliated colleges engaged in teaching the subject concerned nominated by the School of studies; and

vi. Two outside experts nominated by the Vice-Chancellor on the recommendation of the Head of the Department of whom one shall ordinarily be a person from the North-Eastern Region.

Provided that where there is no teaching at the University Department for which the Board of Under-Graduate Studies is to be constituted, the constitution shall be as follows:

a. Three persons not below the rank of Reader to be appointed by the Academic Council, one of whom shall be appointed as Chairman by the Vice-Chancellor provided that he should be a member of the Academic Council.

b. Five teachers from affiliated colleges engaged in teaching the subject concerned nominated by the School of Studies.

c. Two external experts nominated by the Vice-Chancellor on the recommendation of the Chairman of the School of Studies, of whom one should ordinarily be a person from the North-Eastern Region.

Provided further that for subjects for which there is no teaching at the Post-Graduate level in any University in India, the Vice -Chancellor may nominate a maximum of three persons, who in his opinion, possess the requisite expertise.

Term of office **3.** Members of the Board of Under-Graduate Studies shall hold office for a period of three years or such period as may be fixed at the time of appointment.

Chairman **4.** The Head of the Post-Graduate Department, where existing, shall be the Chairman of the Board. In his absence, the Chairman shall be elected by the members of the Board. The Chairman shall preside over all meetings of the Board; and in his absence, at any particular meeting, the members present shall elect their own Chairman.

Powers and Functions **5.** The powers and functions of the Board shall be:

i. to recommend to the Academic Council panel of names suitable for appointment as examiners including paper-setters, etc., in the subject with which it deals in accordance with the provisions of Regulations about examinations of the University;

ii. to recommend text books where necessary ;

iii. to consult specialists who are not members of the Board;

iv. to make recommendation to the Academic Council in regard to the syllabi of the courses of study and examinations in the subject with which it deals;

v. to recommend to the Academic Council measures for improvement of the standard of under-graduate courses and teaching in the subject; and

vi. to consider and report on any matter referred to it in accordance with the Statutes, Ordinances and Regulations of the University by the Executive Council, the Academic Council, the Dean of the School or the Professor and Head of the Post-Graduate Department concerned.

Meetings **6.** i. Meetings of the Board of Studies shall be convened by the Chairman of the Board.

ii. Special meetings may be called by the Chairman on his own or on the request of the Dean of the School or at the suggestion of the Vice-Chancellor or on a written request from at least four members of the Board.

iii. Notice of the meetings of the Board shall be issued by an Administrative Officer of the Registrar's Office to be nominated by the Vice-Chancellor at least three weeks before the date fixed for the meetings.

Quorum **7.** Four members of the Board shall form a quorum.

Rules of Business **8.** The rules of conduct of meetings shall be as may be prescribed by a Regulation in this regard.

First Ordinance approved vide Ministry of Education, Govt. of India, letter No. F. 10-23/76-24 (U. 2) dated March 19, 1977.