

**THE INSTITUTE OF MANAGEMENT AND APPLIED  
SCIENCES, KHANEWAL ACT 2021  
(XXXVI of 2021)**

<b>CONTENTS</b>
-----------------

**CHAPTER I  
PRELIMINARY**

- 1. Short title and commencement**
- 2. Definitions**

**CHAPTER II  
THE INSTITUTE**

- 3. Establishment of the Institute**
- 4. Functions of the Institute**
- 5. Institute open to all**
- 6. Jurisdiction**

**CHAPTER III  
OFFICERS OF THE INSTITUTE**

- 7. Officers of the Institute**
- 8. Chancellor**
- 9. Inspection and inquiry**
- 10. Rector**
- 11. Powers of the Rector**
- 12. Acting Rector**
- 13. Registrar**
- 14. Controller of Examinations**
- 15. Treasurer**
- 16. Appointments**

**CHAPTER IV**

## **AUTHORITIES OF THE INSTITUTE**

- 17. Authorities of the Institute**
- 18. Board of Governors**
- 19. Powers and duties of the Board**
- 20. Business of the Board**
- 21. Delegation of powers**
- 22. Academic Council**
- 23. Powers and duties of Academic Council**

## **CHAPTER V FINANCIAL PROVISIONS**

- 24. Institute Fund**
- 25. Budget, audit and accounts**

## **CHAPTER VI MISCELLANEOUS**

- 26. Rules**
- 27. Statutes**
- 28. First statutes**
- 29. Regulations**
- 30. Removal of difficulties**
- 31. Savings**

## **SCHEDULE (SEE SECTION 28) THE FIRST STATUTES**

<b>TEXT</b>
-------------

**THE INSTITUTE OF MANAGEMENT AND APPLIED SCIENCES,  
KHANEWAL ACT 2021**

**(XXXVI OF 2021)**

*[24 November 2021]*

An  
Act

*to provide for the establishment of Institute of Management and Applied Sciences,  
Khanewal.*

It is expedient to provide for establishment of the Institute of Management and Applied Sciences, Khanewal in the private sector and to provide for the ancillary matters.

Be it enacted by Provincial Assembly of the Punjab as follows:

**CHAPTER I  
PRELIMINARY**

**1. Short title and commencement.**— (1) This Act may be cited as the Institute of Management and Applied Sciences, Khanewal Act 2021.

(2) It shall come into force at once.

**2. Definitions.**— In this Act:

- (a) “Academic Council” means the Academic Council of the Institute;
- (b) “Act” means the Institute of Management and Applied Sciences, Khanewal Act 2021;
- (c) “Authority” means an Authority of the Institute specified in section 17;
- (d) “Board” means Board of Governors of the Institute;
- (e) “Chairperson” means the head of a department;
- (f) “Chancellor” means Governor of the Punjab;
- (g) “Company” means the Pakistan Education Services Pvt. Ltd, a Company registered under the Companies Act, 2017 (XIX of 2017);
- (h) “Controller of Examinations” means Controller of Examinations of the Institute;
- (i) “Dean” means head of a faculty of the Institute;
- (j) “Department” means a teaching department maintained and administered by the Institute in the prescribed manner;
- (k) “Faculty” means an administrative and academic unit of the Institute consisting of one or more departments;

---

<sup>1</sup> This Act was passed by the Provincial Assembly of the Punjab on 28 September 2021; assented to by the Governor of the Punjab on 23 November 2021; and, was published in the Punjab Gazette (Extraordinary), dated: 24 November 2021, pp. 2493-2504.

- (l) "Government" means Government of the Punjab;
- (m) "Higher Education Commission" means the Higher Education Commission established under the Higher Education Commission Ordinance, 2002 (LIII of 2002);
- (n) "Institute" means the Institute of Management and Applied Sciences, Khanewal established under the Act;
- (o) "prescribed" means prescribed by the rules, statutes or regulations;
- (p) "Punjab Higher Education Commission" means the Punjab Higher Education Commission established under the Punjab Higher Education Commission Act, 2014 (Act I of 2015);
- (q) "Rector" means Rector of the Institute;
- (r) "Registrar" means Registrar of the Institute;
- (s) "rules", "regulations" and "statutes" mean respectively the rules, regulations and statutes made under the Act;
- (t) "Schedule" means Schedule appended to the Act;
- (u) "Search Committee" means Search Committee constituted by the Board for making recommendations for appointment of the Rector;
- (v) "teacher" includes a Professor, Associate Professor, Assistant Professor or Lecturer engaged whole time by the Institute and such other person as may be prescribed; and
- (w) "Treasurer" means the Treasurer of the Institute.

## **CHAPTER II THE INSTITUTE**

**3. Establishment of the Institute.**— (1) The Government shall, by notification, establish an Institute to be called the Institute of Management and Applied Sciences with its principal campus located at Khanewal.

(2) The Institute shall be a body corporate having perpetual succession and a common seal with power to acquire, hold and dispose of property and shall, by the said name, sue and be sued.

- (3) The Institute shall consist of the following:
  - (a) Chancellor;
  - (b) Chairman and members of the Board;
  - (c) Rector;
  - (d) Chairpersons and Deans;
  - (e) Members of an Authority;
  - (f) Teachers and the students of the Institute; and
  - (g) Officers and members of the staff of the Institute.

**4. Functions of the Institute.**— The Institute shall:

- (a) provide instruction and training in:
  - (i) Business and Management Sciences, Computer Science and Information Systems, Economics and Commerce, Sciences and Emerging Technologies, Social Sciences, Literature and Linguistic, and Allied Health Sciences; and
  - (ii) such other branches of knowledge, as the Board may determine with the approval of the Chancellor given on the recommendation of a committee constituted by the Government and, where applicable, subject to the prior approval of the relevant statutory body of professional education;
- (b) establish, maintain and administer a department, constituent college or an institute;
- (c) establish and support other facilities for education, training and research;
- (d) prescribe courses of studies;
- (e) decide teaching methods and strategies to ensure the most effective educational and training programs;
- (f) hold examinations in the prescribed manner and, if a person qualifies the examination, award degree, diploma, certificate and other academic distinction to the person;
- (g) prescribe the terms and conditions of employment of the officers, teachers and other employees of the Institute;
- (h) engage, where necessary, a person on contract of specified duration and to specify the terms of the engagement;
- (i) institute programs for the exchange of students and teachers between the Institute and any other Institute, educational institution or research organization;
- (j) provide career counseling and job search services to the students and alumni;
- (k) maintain linkages with alumni;
- (l) develop and implement fund-raising plans;
- (m) provide and support the academic development of the faculty of the Institute;
- (n) confer degree on a person who has successfully conducted research in the prescribed manner;
- (o) accept an examination and the period of study spent by a student of the Institute at any other Institute or place of learning equivalent to an examination or period of study of the Institute and may withdraw such acceptance;
- (p) cooperate with a public authority, Institute or private organization in the manner and for such purpose as may be prescribed;

- (q) institute Professorship, Associate Professorship, Assistant Professorship and Lectureship or any other post and may appoint a person on the post;
- (r) create a post for research, extension, administration or other related purpose and may appoint a person on the post;
- (s) institute and award financial assistance to students in need, fellowships, scholarships, bursaries, medals and prizes in the prescribed manner;
- (t) provide for the residence of the students, establish and maintain halls of residence and may approve or license a hostel, lodging or boarding place;
- (u) maintain order, discipline and security in a campus of the Institute;
- (v) promote extra-curricular and recreational activities of the students and make arrangements for promoting health and general welfare of the students;
- (w) demand and receive such fees and other charges from the students as it may determine;
- (x) make provision for research, advisory or consultancy services and enter into arrangements with any other institution, public or private body, commercial or industrial enterprise in the prescribed manner;
- (y) receive and manage property transferred and grants, contributions made to the Institute and to invest any fund in the manner as it may deem fit;
- (z) print and publish research or any other work; and
- (aa) perform any other prescribed or ancillary functions.

**5. Institute open to all.**— (1) Subject to such reasonable restrictions as may be prescribed, the Institute shall be open to all persons; and, admission to the Institute shall not be denied merely on the basis of gender, religion, race, creed, colour or domicile.

(2) The Institute shall not discriminate against any person solely on the basis of gender, religion, race, creed, colour or domicile.

**6. Jurisdiction.**— (1) The jurisdiction of the Institute shall be restricted to the Province of the Punjab.

(2) The Institute shall not open any sub-campus for a period of ten years from the commencement of the Act after which period it may open a sub-campus with the approval of the Chancellor.

### **CHAPTER III OFFICERS OF THE INSTITUTE**

**7. Officers of the Institute.**— The following shall be the officers of the Institute:

- (a) Chancellor;

- (b) Rector;
- (c) Deans;
- (d) Chairpersons;
- (e) Registrar;
- (f) Treasurer;
- (g) Controller of Examinations; and
- (h) such other persons as may be prescribed by the statutes or regulations to be the officers of the Institute.

**8. Chancellor.**— (1) The Chancellor or his nominee shall preside at a convocation of the Institute.

(2) The Institute may confer an honorary degree subject to the prior approval of the Chancellor.

(3) The Chancellor may approve the draft statutes submitted by the Board or refer the statutes back to the Board for reconsideration.

(4) In the performance of his functions under the Act, the Chancellor shall act and be bound in the same manner as the Governor of the Province acts and is bound under Article 105 of the Constitution of the Islamic Republic of Pakistan.

**9. Inspection and inquiry.**— (1) The Chancellor may direct inspection or inquiry into the affairs of the Institute.

(2) The Chancellor shall convey his views with regard to the result of the inspection or inquiry to the Board and may, after ascertaining the views of the Board, recommend any remedial action to the Board.

(3) The Board shall, within the time specified by the Chancellor, submit report to the Chancellor about the action taken on the recommendation of the Chancellor.

(4) If the Board fails to take action to the satisfaction of the Chancellor within the specified time, the Chancellor may issue such direction as he thinks fit and the Board shall comply with the direction.

(5) The Chancellor may, on the recommendation of a committee constituted by him and comprising a nominee of the Board, Chairperson of the Punjab Higher Education Commission or his nominee not below the rank of a Director and a Professor Emeritus or Rector of any Institute, take action against the Institute by appointing an administrator, who shall exercise the powers of the Board to run the affairs of the Institute till such time as may be specified by the Chancellor.

(6) The Chancellor shall not take any action under subsection (5), unless the Chairman of the Board is afforded an opportunity of hearing.

(7) The Chancellor may set aside a decision or action of the Board, which, in the opinion of the Chancellor, is against the interest of academic excellence, religious or cultural ideology or national integrity.

**10. Rector.**— (1) The Government shall, on the recommendations of the Board, appoint a person as Rector for a term of four years on such terms and conditions as may be determined by the Board.

(2) The Board shall recommend a person for appointment as Rector from amongst the panel of three persons recommended by the Search Committee.

(3) The Rector shall be the person who possesses the prescribed qualifications and experience.

(4) The Rector shall perform functions under the Act or any other function as may be assigned to him by the Board.

**11. Powers of the Rector.**— (1) The Rector shall be the chief executive officer of the Institute responsible for administrative and academic functions of the Institute and for ensuring that the provisions of the Act, rules, statutes and regulations are observed in all the affairs of the Institute.

(2) The Rector may attend a meeting of any Authority or body of the Institute.

(3) Subject to the conditions as may be prescribed by the Board, the Rector may, in an emergency, take an action which is not otherwise in the competence of the Rector and within three days of taking of such action, submit a report of the action taken to the Chairman of the Board.

(4) Subject to the general supervision and control of the Board, the Rector may:

- (a) direct a teacher, officer or other employee of the Institute to take up such assignment in connection with examination, administration or any other activity in relation to the Institute;
- (b) sanction by re-appropriation an amount for an unforeseen item not provided for in the budget of the Institute;
- (c) make appointments of such categories of employees of the Institute in such manner as may be prescribed;
- (d) take disciplinary action against a teacher, officer or any other employee of the Institute in the prescribed manner;
- (e) delegate, subject to such conditions as may be prescribed, any of his powers to a teacher or officer of the Institute; and
- (f) exercise such other powers as may be prescribed.

(5) The Rector shall prepare an annual report containing information as regards the preceding academic year including disclosure of all relevant facts pertaining to academics, research, administration and finances of the Institute.

(6) The Rector shall, within three months of the end of an academic year, submit the annual report of the Institute before the Board.

**12. Acting Rector.**— Subject to such conditions as may be prescribed, if the office of the Rector is vacant, or the Rector is absent or is unable to perform the functions of his office due to illness or some other cause, the Board shall make arrangements



for the performance of the duties of the Rector by such other person as it may deem fit.

**13. Registrar.**— (1) The Board shall, on the recommendation of the Rector, appoint Registrar of the Institute on such terms and conditions as may be prescribed.

(2) The Board shall not appoint a person as Registrar unless he possesses the prescribed qualifications and experience.

(3) The Registrar shall be a full-time officer of the Institute and shall:

- (a) be the administrative head of the Secretariat of the Institute and be responsible for the provision of secretariat support to the Board and the Rector;
- (b) be the custodian of the common seal and the academic records of the Institute;
- (c) maintain a register of the students and graduates in the prescribed manner;
- (d) supervise the process of election, appointment or nomination of a member to an Authority or body of the Institute in the prescribed manner; and
- (e) perform such other duties as may be prescribed or as may assigned by the Rector or the Board.

(4) The Registrar shall hold office for a renewable term of three years.

**14. Controller of Examinations.**— (1) The Board shall, on the recommendation of the Rector, appoint Controller of Examinations of the Institute on such terms and conditions as may be prescribed.

(2) The Board shall not appoint a person as Controller unless he possesses the prescribed qualifications and experience.

(3) The Controller shall be a full-time officer of the Institute and shall be responsible for all matters connected with the conduct of examinations and perform such other duties as may be prescribed or assigned by the Rector or the Board.

(4) The Controller shall hold office for a renewable term of three years.

**15. Treasurer.**— (1) The Board shall, on the recommendation of the Rector, appoint Treasurer of the Institute on such terms and conditions as may be prescribed.

(2) The Board shall not appoint a person as Treasurer unless he possesses the prescribed qualifications and experience.

(3) The Treasurer shall be the chief financial officer of the Institute and shall:

- (a) manage the assets, liabilities, receipts, expenditures, funds and investments of the Institute;
- (b) prepare the annual and revised budget estimates of the Institute and present the estimates to the Board;

- (c) ensure that the funds of the Institute are spent according to the budget or any other special arrangement;
  - (d) ensure that the accounts of the Institute are audited annually and are available for submission to the Board within six months of the end of a financial year; and
  - (e) perform such other functions as may be prescribed or as may be assigned to him by the Rector or the Board.
- (4) The Treasurer shall hold office for a renewable term of three years.

**16. Appointments.**— The Institute may appoint such persons in its services as may be necessary on such terms and conditions as may be determined by the Board.

#### **CHAPTER IV AUTHORITIES OF THE INSTITUTE**

**17. Authorities of the Institute.**— The following shall be the Authorities of the Institute:

- (a) Board of Governors;
- (b) Academic Council;
- (c) Boards of Faculties;
- (d) Board of Advanced Studies and Research;
- (e) Selection Board;
- (f) Finance and Planning Committee; and
- (g) any other prescribed Authority.

**18. Board of Governors.**— (1) The Board of Governors of the Institute shall consist of the following:

- (a) Chairman of the Company;
- (b) Rector;
- (c) maximum four members of the Company to be nominated by the Chairman of the Company;
- (d) four persons including at least one woman from amongst eminent scholars, business persons or academicians to be nominated by the Chairman of the Company;
- (e) three members of the Provincial Assembly of the Punjab, including at least one female member to be nominated by the Speaker;
- (f) Chairperson, Higher Education Commission or his nominee not below the rank of a Director;
- (g) Chairperson, Punjab Higher Education Commission or his nominee not below the rank of a Director;

- (h) Vice Chancellor of a public sector University in the Punjab nominated by the Chancellor; and
- (i) Secretary to the Government, Higher Education Department or his nominee not below the rank of an Additional Secretary.

(2) The Chairman of the Company shall be the Chairman of the Board and the Rector shall be the Vice Chairman of the Board.

(3) The members of the Board other than ex-officio members shall hold office for a term of three years and shall be eligible for re-appointment on the expiry of their term of office.

(4) The quorum for a meeting of the Board shall be one half of the total number of members with at least three ex-officio members.

(5) The Registrar shall be the Secretary of the Board and the Secretary shall, with the approval of the Chairman of the Board, call the meeting of the Board.

(6) The Company may fill a casual vacancy occurring because of death or resignation of a member of the Board nominated by the Company to the extent of the remainder of the term of the former member.

**19. Powers and duties of the Board.**— (1) The administration and management of the affairs of the Institute shall vest in the Board.

(2) Without prejudice to the generality of the aforesaid power, the Board may:

- (a) formulate or approve the principles, policies and plans governing the activities and operations of the Institute so as to facilitate research, teaching and other academic work;
- (b) recommend the draft statutes to the Chancellor;
- (c) make or approve regulations;
- (d) create a component of the Institute such as faculty, department, constituent college or Institute, subject to the provisions of the Act;
- (e) constitute a committee, council and any other administrative or academic advisory body;
- (f) create such academic or administrative posts as it may deem necessary and to approve appointments to such posts as it may specify;
- (g) hold, control and administer the property, funds and resources of the Institute and raise funds for the purpose of the Institute upon such security as may be required under the regulations;
- (h) undertake the responsibility for the financial viability of the Institute including responsibility for ensuring effectiveness of its operations, their continuity and preservation of the autonomy of the Institute;

- (i) consider and pass through a resolution the annual report, plan of work, statement of accounts and the annual budget estimates;
- (j) call for and consider reports relating to the activities of the Institute and may direct the Rector to furnish information relating to any matter specified by the Board; and
- (k) take all such initiatives as it may consider necessary or desirable for efficient and effective management and functioning of the Institute.

(3) The Board shall recommend the draft statutes to the Chancellor and the statutes shall come into force when the same are approved by the Chancellor.

**20. Business of the Board.**– (1) The meetings and business of the Board shall be conducted in such manner and in accordance with such procedure as may be prescribed in the regulations and until so prescribed, as may be determined by the Board.

(2) The statutes, regulations or proceedings of the Board shall not be invalid merely by reason of any vacancy or defect in the constitution of the Board.

**21. Delegation of powers.**– The Board may delegate to any person or a committee any of its powers, duties or functions.

**22. Academic Council.**– (1) The Academic Council shall consist of:

- (a) Rector (Chairman);
- (b) all the Deans;
- (c) all the Chairpersons;
- (d) Controller of Examinations;
- (e) all the Professors of the Institute;
- (f) nominee of the Secretary to the Government, Education Department not below the rank of a Deputy Secretary;
- (g) two Associate Professors, two Assistant Professors and two Lecturers to be nominated by the Board;
- (h) three persons eminent in the field of art or science of whom at least one shall be from each category, to be nominated by the Board;
- (i) Director Academics of Higher Education Commission; and
- (j) Registrar (Member/Secretary).

(2) A nominated member shall hold office for a renewable term of three years.

(3) The quorum for a meeting of the Academic Council shall be one half of the total number of members of the Academic Council.

**23. Powers and duties of Academic Council.**– (1) The Academic Council shall be the academic body of the Institute and may, subject to the statutes, lay down

proper standards of instruction, research, publication and examination and to regulate and promote the academic life of the Institute.

(2) Without prejudice to the generality of the foregoing powers and subject to the provisions of the Act, rules, statutes and regulations, the Academic Council may:

- (a) advise the Board on academic matters;
- (b) regulate the conduct of teaching, research and publication;
- (c) regulate the admission of students to the courses of studies and examinations in the Institute;
- (d) regulate the conduct and discipline of the students of the Institute;
- (e) propose to the Board, a scheme for the constitution and organization of faculties, teaching departments, constituent colleges and institutes;
- (f) consider or formulate proposals for planning and development of teaching and research in the Institute;
- (g) recommend to the Board regulations prescribing the courses of studies, the syllabi and the outlines of tests for the Institute examinations;
- (h) regulate the award of studentships, scholarships, exhibitions, medals and prizes;
- (i) frame Regulations for submission to the Board;
- (j) appoint or nominate members to various Authorities in accordance with the provisions of the Act; and
- (k) perform such other functions as may be prescribed by the statutes.

## **CHAPTER V FINANCIAL PROVISIONS**

**24. Institute Fund.**— (1) There shall be a fund to be known as the Institute of Management and Applied Sciences Khanewal Fund which shall vest in the Institute and to which shall be credited all sums received by the Institute.

(2) The Institute may accept donations in the shape of land, vehicles, equipment or any other item that may facilitate the functioning of the Institute and all such donations shall be used, maintained and disposed of by the Institute in the prescribed manner.

**25. Budget, audit and accounts.**— (1) The budget of the Institute shall be approved and its accounts shall be maintained and audited in such manner as may be prescribed by the Board.

(2) The Board may approve the budget of the Institute, appropriations of accounts of the Institute and settle an audit para relating to the audit of the Institute.

(3) The Board may delegate the power of appropriation or re-appropriation of funds to any of the officers of the Institute.

## **CHAPTER VI MISCELLANEOUS**

**26. Rules.**— The Government may, by notification, make rules for carrying out the purposes of the Act.

**27. Statutes.**— Subject to the rules, the Chancellor may approve statutes on the recommendation of the Board in order to provide for and to regulate any matter relevant to the Institute.

**28. First statutes.**— Notwithstanding anything to the contrary contained in the Act, the statutes set out in the Schedule shall be deemed to be the statutes made under section 27 and shall continue to remain in force until amended or repealed in accordance with the provisions of the Act.

**29. Regulations.**— Subject to the rules and the statutes, the Board may frame regulations for the proper administration and management of the affairs of the Institute.

**30. Removal of difficulties.**— If any difficulty arises in giving effect to any of the provisions of the Act, the Board may, with the approval of the Government, give such directions, not inconsistent with the Act, as it may consider necessary for the removal of such difficulty.

**31. Savings.**— Notwithstanding anything contained in the Act, an examination conducted by the proponents of the Institute prior to the coming into force of the Act, shall be deemed to be the examination conducted by the Institute under the Act and the Institute may award degree, diploma or certificate on the basis of such examination.

**SCHEDULE  
(SEE SECTION 28)  
THE FIRST STATUTES**

**1. Faculties.**– (1) There shall be a faculty for a teaching department or a group of teaching departments.

(2) The Institute shall have the following faculties and such other faculties as may be prescribed:

- (a) Faculty of Business and management Sciences;
- (b) Faculty of Computer Science and Information Systems,
- (c) Faculty of Economics and Commerce;
- (d) Faculty of Sciences and Emerging Technologies;
- (e) Faculty of Social Sciences;
- (f) Faculty of Literature and Linguistic; and
- (g) Faculty of Allied Health Sciences.

**2. Board of Faculty.**– (1) There shall be a Board of Faculty for each faculty which shall consist of:

- (a) Dean of the faculty;
- (b) Professors and Chairpersons in the faculty;
- (c) two teachers to be nominated by the Academic Council owing to their specialized knowledge of the subjects which, though not assigned to the faculty, have in the opinion of the Academic Council, important bearing on the subjects assigned to the faculty;
- (d) two experts in the field from outside the Institute to be appointed by the Board; and
- (e) one member to be nominated by the Rector.

(2) The members other than ex-officio members of a Board of Faculty shall hold office for a period of three years.

(3) The quorum for a meeting of a Board of Faculty shall be one half of the total number of members.

(4) A Board of Faculty, subject to the general control of the Academic Council and the Board, may:

- (a) co-ordinate the teaching and research work in the subjects assigned to the faculty;
- (b) scrutinize the recommendations of a Board of Studies comprising a faculty with regard to the appointment of paper-setters and examiners for graduate and postgraduate examinations and to forward the panels of suitable paper setters and examiners for each examination to the Rector;

- (c) consider any other academic matter relating to the faculty and to submit its report to the Academic Council;
- (d) prepare a comprehensive annual report regarding the performance of each department, constituent college or institute comprising the faculty for presentation to the Academic Council; and
- (e) perform such other functions as may be prescribed by statutes.

(5) The Dean of the faculty shall be the Chairman and convener of the Board of Faculty.

(6) The Dean shall be appointed by the Board on the recommendations of the Rector from amongst three senior most Professors of the faculty; shall hold office for a period of three years; and, shall be eligible for reappointment.

(7) The Dean shall present candidates for admission to degree, except honorary degrees, courses falling within the purview of the faculty.

(8) The Dean shall have such powers and duties as may be prescribed by the Board on the recommendations of the Rector.

**3. Academic department, constituent college and institute.**– (1) There shall be an academic department, constituent college or an Institute for each subject or a group of subjects, as may be prescribed by the regulations and each academic department, constituent college or institute shall be headed by a head of department, principal of the constituent college and director of the institute, collectively called Chairpersons.

(2) The Board shall, on the recommendations of the Rector, appoint the Chairperson from amongst three senior most Professors other than a Professor already working as Dean for a period of three years and the Chairperson shall be eligible for re-appointment:

Provided that where in a department, constituent college or institute there are less than three eligible Professors, the appointment shall be made from amongst the three senior most Professors and Associate Professors of the department, constituent college or institute.

(3) The Chairperson shall plan, organize and supervise the work of the department, constituent college or institute and shall be responsible to the Dean for the work of his department, constituent college or institute.

(4) The Chairperson shall, under the general supervision of the Rector and the Dean, exercise all the administrative, financial and academic powers and such other duties or powers as may be delegated to him.

(5) The Chairperson shall prepare a comprehensive annual report regarding the performance of the department, constituent college or institute at the graduate and postgraduate levels, faculty research and development and submit this report to the Dean for evaluation.

**4. Board of Advanced Studies and Research.**– (1) The Board of Advanced Studies and Research shall consist of:

- (a) Rector (Chairman);



- (b) all the Deans;
- (c) Controller of Examinations;
- (d) one Institute Professor from each faculty other than Dean to be appointed by the Board;
- (e) one member to be nominated by the Rector;
- (f) three members from the relevant field, research organizations and Government, to be nominated by the Board; and
- (g) the Registrar (Secretary).

(2) The term of office of the members of the Board of Advanced Studies and Research other than ex-officio members shall be three years.

(3) The quorum for a meeting of the Board of Advanced Studies and Research shall be one half of the total number of members.

**5. Functions of the Board of Advanced Studies and Research.**— The Board of Advanced Studies and Research shall:

- (a) advise an Authority on all matters connected with the promotion of advanced studies and research publication in the Institute;
- (b) consider and report to an Authority with regard to a research degree of the Institute;
- (c) propose regulations regarding the award of a research degree;
- (d) appoint supervisors for a postgraduate research student and to approve title and synopses of a thesis or dissertation;
- (e) recommend panels of names of examiners for evaluation of a research examination; and
- (f) perform such other functions as may be prescribed by the statutes.

**6. Selection Board.**— (1) The Selection Board shall consist of:

- (a) Rector (Chairman);
- (b) the Dean of the faculty concerned;
- (c) the Chairperson concerned;
- (d) one member of the Board to be nominated by the Board;
- (e) one eminent scholar to be nominated by the Company; and
- (f) one expert in the subject to be nominated by the Secretary to the Government, Education Department.

(2) The Registrar shall be the Secretary of the Selection Board.

(3) The members other than ex-officio members shall hold office for a period of three years.

(4) Four members of the Selection Board shall constitute the quorum for a meeting of the Selection Board.

(5) No member who is a candidate or whose family member is a candidate, for a post to which appointment is to be made, shall take part in the proceedings of the Selection Board for selection of a candidate on such post.

(6) In selection of candidates for the post of Professor or Associate Professor, the Selection Board shall co-opt or consult three experts in the subject concerned and in selecting candidates for any other teaching post, two experts in the subject concerned, to be nominated by the Rector from a standing list of experts for each subject approved by the Board on the recommendation of the Selection Board.

(7) The Board may revise the standing list of experts of a subject on the recommendation of the Selection Board.

**7. Functions of the Selection Board.**— The Selection Board shall:

- (a) consider the applications and recommend to the Board, the names of suitable candidates for appointment to teaching and other posts and recommend suitable salary for the selected candidate; and
- (b) consider all cases of promotion or selection of officers of the Institute and recommend the names of suitable candidates for such promotion or selection to the Board.

**8. Finance and Planning Committee.**— (1) The Finance and Planning Committee shall consist of:

- (a) Rector (Chairman);
- (b) all the Deans;
- (c) Treasurer;
- (d) one member of the Board to be nominated by the Board;
- (e) one member of the Academic Council to be nominated by the Academic Council;
- (f) one representative each from Higher Education and Finance Departments of the Government not below the rank of a Deputy Secretary;
- (g) Director Planning of Higher Education Commission;
- (h) Registrar; and
- (i) one nominee of the Company.

(2) The term of office of the nominated members shall be three years.

(3) Five members of the Finance and Planning Committee shall constitute the quorum for a meeting of the Finance and Planning Committee.

**9. Functions of the Finance and Planning Committee.**— The Finance and Planning Committee shall:

- (a) prepare the annual statement of accounts and propose annual budget estimates and advise the Board thereon;
- (b) review periodically the financial position of the Institute;

- (c) advise the Board on all matters relating to finance, investments and accounts of the Institute; and
- (d) perform such other functions as may be prescribed by the statutes.