

**THE UNIVERSITY OF OKARA ACT 2016**  
**(XIII of 2016)**

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## TEXT

### **'THE UNIVERSITY OF OKARA ACT 2016 (XIII of 2016)**

[23<sup>rd</sup> February, 2016]

#### **An Act**

*to provide for the establishment of University of Okara.*

It is expedient to provide for the establishment of University of Okara and to deal with ancillary matters;

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

#### **CHAPTER I PRELIMINARY**

**1. Short title and commencement.**— (1) This Act may be cited as the University of Okara Act 2016.

(2) It shall come into force at once.

**2. Definitions.**— In this Act:

- (a) “Academic Council” means the Academic Council of the University;
- (b) “affiliated college” means a college or institute affiliated with the University;
- (c) “Authority” means an Authority of the University;
- (d) “Chairperson” means the head of an academic department and includes Principal of a constituent college or Director of an institute;
- (e) “Chancellor” means Chancellor of the University;
- (f) “Commission” means Higher Education Commission set up under the Higher Education Commission Ordinance, 2002 (LIII of 2002);
- (g) “constituent college” means a college maintained and administered by the University;
- (h) “Controller of Examinations” means Controller of Examinations of the University;
- (i) “Dean” means the head of a Faculty of the University;
- (j) “department” means a teaching, research or technological department maintained and administered by the University in the prescribed manner;

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<sup>1</sup>This Act was passed by the Provincial Assembly of the Punjab on 17.2.2016, assented to by the Governor of the Punjab on 23.02.2016 and published in the Punjab Gazette (Extraordinary), dated: 23.2.2016, pp. 3975-3990.

- (k) "Faculty" means an administrative and academic unit of the University consisting of one or more departments, institutes or constituent colleges;
- (l) "Government" means Government of the Punjab;
- (m) "institute" means an institute established, maintained and administered by the University;
- (n) "prescribed" means prescribed by the rules, statutes or regulations;
- (o) "Pro-Chancellor" means Pro-Chancellor of the University;
- (p) "Pro-Vice Chancellor" means Pro-Vice Chancellor of the University;
- (q) "Punjab Higher Education Commission" means Punjab Higher Education Commission set up under the Punjab Higher Education Commission Act 2014 (I of 2015);
- (r) "Registrar" means Registrar of the University;
- (s) "statutes", "regulations" and "rules" respectively mean the statutes, regulations and rules made or deemed to have been made under the Act;
- (t) "student" means a student of the University;
- (u) "Syndicate" means Syndicate of the University;
- (v) "teacher" includes a Professor, Associate Professor, Assistant Professor or Lecturer, Teaching Assistant, Demonstrator and Instructor engaged whole time by the University and such other persons as may be prescribed;
- (w) "Treasurer" means Treasurer of the University;
- (x) "University" means University of Okara; and
- (y) "Vice Chancellor" means Vice Chancellor of the University.

## **CHAPTER II THE UNIVERSITY**

**3. Incorporation.**— (1) The sub-campus of University of Education, Lahore in Okara shall, by notification, be re-constituted as the University of Okara in accordance with the provisions of this Act.

- (2) The University shall consist of the following:
  - (a) Chancellor;
  - (b) Pro-Chancellor;
  - (c) Vice Chancellor;
  - (d) Pro-Vice Chancellor;
  - (e) members of an Authority;
  - (f) Chairpersons and Deans;
  - (g) teachers and students; and

(h) officers and members of the staff of the University.

(3) The University shall be a body corporate by the name of University of Okara and shall have a perpetual succession and a common seal and may, by the said name, sue and be sued.

(4) The University may, with the approval of the Government, open and administer a sub-campus of the University.

(5) Any property possessed by, any right or interest and any liability of the sub-campus of University of Education, Lahore in Okara shall stand transferred to the University.

(6) All employees, regular or on contract basis, serving the sub-campus of University of Education, Lahore in Okara immediately before coming into force of this Act shall be considered on deputation with the University; but they shall not be entitled to any deputation allowance and shall be liable to be transferred to their parent University at any time.

(7) Subject to the criteria notified by the University, an employee of the sub-campus of University of Education, Lahore in Okara on deputation with the University may, within three hundred and sixty five days from the date of commencement of this Act, opt for absorption in the service of the University as a one-time option.

**4. Functions of the University.**— (1) The University shall:

- (a) provide for instructions in such branches of knowledge as it may deem fit, and make provisions for teaching, training, research and for the application, advancement and dissemination of knowledge in such manner as it may determine;
- (b) prescribe courses of studies;
- (c) hold examinations in the prescribed manner and, if a person qualifies the examination, award degree, diploma, certificate and other academic distinction to the person;
- (d) confer degree on a person who has successfully conducted research in the prescribed manner;
- (e) create posts in connection with teaching, research, administration, and for any other purpose related thereto and appoint persons against those posts;
- (f) establish and support other facilities for education, training and research;
- (g) institute and award financial assistance to students in need, fellowships, scholarships, bursaries, medals and prizes in the prescribed manner;
- (h) establish academic departments, Faculties, constituent colleges and institutes for the development of teaching and research and make such arrangements for their maintenance, management and administration, as it may determine;

- (i) control and maintain University halls of residence for students and approve any place as hostel or lodging for students;
  - (j) supervise and control the discipline of students of the University;
  - (k) maintain order, discipline and security in a campus of the University;
  - (l) take disciplinary action against and impose penalty on students in the prescribed manner;
  - (m) charge and receive such fees and other payments as it may determine;
  - (n) receive and manage property (acquired or transferred), grants, bequests, trusts, gifts, donations, endowments and other contributions, made to the University, and invest any fund representing such property, grants, bequests, trusts, gifts, donations, endowments or contributions in such manner as it may deem fit;
  - (o) provide for the printing and publication of research and other work as prescribed;
  - (p) provide career counselling and job search services to the students and alumni;
  - (q) promote co-curricular and recreational activities of the students and make arrangements for promoting health and general welfare of the students; and
  - (r) perform any other prescribed or ancillary function.
- (2) The University may:
- (a) institute programmes for the exchange of students and teachers between the University and any other university, educational institution or research organization;
  - (b) develop and implement fund-raising plans;
  - (c) accept an examination and the period of study spent by a student of the University at any other university or place of learning equivalent to an examination or period of study of the University and may withdraw such acceptance;
  - (d) cooperate with a public authority, university or private organization in the prescribed manner;
  - (e) 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;
  - (f) print and publish research or work;
  - (g) exercise any power ancillary to the above powers or as may be prescribed;
  - (h) admit any college or other educational institution to its privileges or without such privileges in the prescribed manner; and
  - (i) affiliate or de-affiliate a college or any other educational institution within the territorial limits of Lahore division in the prescribed manner.

**5. Jurisdiction of the University.**— The jurisdiction of the University shall extend to the Province of the Punjab.

**6. University to be open to all classes and creeds.**— The University shall be open to all persons irrespective of gender, religion, race, creed, class or colour and no person shall be denied the privileges of the University on any such ground.

**7. Fee and other charges.**— The University may prescribe and, from time to time, increase fee and other charges with the approval of the Syndicate.

### **CHAPTER III OFFICERS OF THE UNIVERSITY**

**8. Officers of the University.**— The following shall be the officers of the University:

- (a) Chancellor;
- (b) Pro-Chancellor;
- (c) Vice Chancellor;
- (d) Pro-Vice Chancellor;
- (e) Deans;
- (f) Chairpersons;
- (g) teachers;
- (h) Registrar;
- (i) Treasurer;
- (j) Controller of Examinations;
- (k) Resident Auditor; and
- (l) such other persons as may be prescribed.

**9. Chancellor.**— (1) Governor of the Punjab shall be the Chancellor of the University.

(2) The University may, subject to prior approval of the Chancellor, confer an honorary degree on a person of eminence.

(3) The Chancellor or a nominee of the Chancellor shall preside at convocation of the University.

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

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

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



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

(4) If the Syndicate fails to take action to the satisfaction of the Chancellor within the specified time, the Chancellor may issue such direction as the Chancellor deems appropriate and the Syndicate shall comply with the direction.

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

**11. Pro-Chancellor.**— (1) Minister for Higher Education of the Government shall be the Pro-Chancellor of the University.

(2) The Pro-Chancellor shall perform functions under this Act and exercise such powers of the Chancellor, except the powers under section 10, as may be prescribed or assigned to him by the Chancellor.

**12. Vice Chancellor.**— (1) A person who is eligible and who is not more than sixty five years of age on the last date fixed for submission of applications for the post of the Vice Chancellor may apply for the post.

(2) The Government shall determine, by notification in the official Gazette, the qualifications, experience and other relevant requirements for the post of the Vice Chancellor.

(3) The Government shall constitute, for a term of two years, a Search Committee consisting of not less than three and not more than five members for making recommendations for appointment of the Vice Chancellor.

(4) The Search Committee shall follow such procedure and criteria, for selection of the panel for the post of the Vice Chancellor, as the Government may, by notification, determine.

(5) The Search Committee shall recommend to the Government, in alphabetical order, a panel of three persons who, in its opinion, are suitable for appointment as the Vice Chancellor.

(6) The Chancellor shall appoint the Vice Chancellor for each term of four years but he shall serve during the pleasure of the Chancellor.

(7) The Government shall determine the terms and conditions of service of the Vice Chancellor.

(8) The incumbent Vice Chancellor shall not be allowed any extension in his tenure but subject to eligibility he may again compete for the post of the Vice Chancellor in accordance with the procedure prescribed by or under this section.

(9) If the office of the Vice Chancellor is vacant or the Vice Chancellor is absent or is unable to perform the functions of the Vice Chancellor owing to any cause, the Pro-Vice Chancellor shall perform the functions of the Vice Chancellor but, if at any time, the office of Pro-Vice Chancellor is also vacant or the Pro-Vice Chancellor is absent or is unable to perform the functions of the Vice Chancellor owing to any cause, the Chancellor shall make temporary arrangements for the performance of the duties of the Vice Chancellor.

(10) The Pro-Vice Chancellor or any other person acting as Vice Chancellor under subsection (9) shall not, in any case, perform the functions of the Vice Chancellor for the period of more than six months and the Chancellor shall, within this period, ensure appointment of the Vice Chancellor under this section.

**13. Powers of the Vice Chancellor.**– (1) The Vice Chancellor shall be the chief executive and academic officer of the University and shall ensure that the provisions of this Act, statutes, regulations and rules are faithfully observed in order to promote teaching, research, technological development, publications, administration and the general efficiency and good order of the University.

(2) The Vice Chancellor shall preside over the meetings of the Authorities of which he is the Chairperson and be entitled to attend and preside over any meeting of any other authority or body of the University.

(3) Subject to such conditions as may be prescribed, the Vice Chancellor may, in an emergency, take an action which is not otherwise in the competence of the Vice Chancellor but is in the competence of any other Authority.

(4) The Vice Chancellor shall, within seven days of taking an action under subsection (3), submit a report to the members of the Syndicate; and, the Syndicate shall, within forty five days of the action of the Vice Chancellor, pass such orders as it may deem appropriate.

(5) Subject to the general supervision and control of the Syndicate, the Vice Chancellor may:

- (a) direct a teacher, officer or other employee of the University to take up such assignment in connection with examination, administration or any other activity in relation to the University;
- (b) sanction by re-appropriation an amount for an unforeseen item not provided for in the budget of the University;
- (c) make appointments of such categories of employees of the University in BS-16 or below and in such manner as may be prescribed;
- (d) take disciplinary action against a teacher, officer or any other employee of the University 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 University; and
- (f) exercise such other powers as may be prescribed or as may be assigned by the Syndicate.

(6) The Vice Chancellor 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 University.

(7) The Vice Chancellor shall, within three months of the conclusion of an academic year, submit the annual report of the University to the Syndicate.

**14. Pro-Vice Chancellor.**– (1) The Chancellor shall nominate the Pro-Vice Chancellor of the University, from amongst three senior most Professors of the University, for a term of three years.

(2) A Pro-Vice Chancellor shall perform such functions as may be assigned to him under this Act, statutes or regulations.

(3) The Syndicate or the Vice Chancellor may assign any other functions to the Pro-Vice Chancellor in addition to his duties as Professor.

**15. Registrar.**— (1) The Syndicate shall recommend to the Government, in alphabetical order, a panel of three persons short-listed through a competitive process for appointment as Registrar.

(2) The Government shall appoint the Registrar for each term of three years in such manner and on such terms and conditions as may be prescribed.

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

(4) The Registrar shall be a whole time officer of the University and shall:

(a) be the administrative head of the secretariat of the University and be responsible for the provision of secretarial support to the Syndicate and the Vice Chancellor;

(b) be the custodian of the common seal and the academic records of the University;

(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 University in the prescribed manner; and

(e) perform such other duties as may be prescribed, or as may be assigned by the Vice Chancellor or the Syndicate.

(5) If the office of the Registrar is vacant or the Registrar is absent or is unable to perform the functions of the Registrar owing to any cause, the Government shall make temporary arrangements for the performance of the duties of the Registrar but the period of such temporary arrangements shall not exceed six months.

**16. Treasurer.**— (1) The Chancellor shall appoint a Treasurer in such manner and on such terms and conditions as may be prescribed.

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

(3) The Treasurer shall be a whole time officer of the University and shall:

(a) manage the assets, liabilities, receipts, expenditures, funds and investments of the University;

(b) prepare the annual and revised budget estimates of the University and present the estimates to the Syndicate;

(c) ensure that the funds of the University are spent according to the budget or any other special arrangement;

- (d) ensure that the accounts of the University are audited annually and are available for submission to the Syndicate within six months of the end of a financial year; and
- (e) perform such other functions as are prescribed or as may be assigned to him by the Vice Chancellor or the Syndicate.
- (4) The Treasurer shall hold office for each term of three years.

**17. Controller of Examinations.**– (1) The Chancellor shall appoint a Controller of Examinations in such manner and on such terms and conditions as may be prescribed.

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

(3) The Controller of Examinations shall be a whole time officer of the University and shall be responsible for all matters connected with the conduct of examinations and perform such other duties as may be prescribed.

(4) The Controller of Examinations shall hold office for each term of three years.

**18. Resident Auditor.**– (1) The Syndicate shall appoint, on deputation, a Resident Auditor of the University from amongst the panel recommended by the Government.

(2) The University shall request the Government to send a panel of three Government officers qualified to be appointed as Resident Auditor of the University.

(3) The Resident Auditor shall hold office for each term of three years.

(4) The Resident Auditor shall perform such functions as are prescribed or as the Syndicate may assign.

**19. Other appointments.**– The University may appoint such persons in its service as may be necessary in such manner and on such terms and conditions as may be prescribed.

#### **CHAPTER IV AUTHORITIES OF THE UNIVERSITY**

**20. Authorities of the University.**– (1)The following shall be the Authorities of the University:

- (a) Syndicate;
- (b) Academic Council;
- (c) Boards of Faculties;
- (d) Board of Advanced Studies and Research;
- (e) Boards of Studies;
- (f) Selection Board;
- (g) Finance and Planning Committee; and
- (h) such other Authorities as may be prescribed under the statutes.

(2) The Syndicate may constitute committees consisting of the members of the Syndicate or it may create committees consisting of members of the Syndicate or teachers or officers of the University or a combination of all or any of such persons.

**21. Syndicate.**– (1) The Syndicate shall consist of:

- (a) Pro-Chancellor who shall be its Chairperson;
- (b) Vice Chancellor;
- (c) Pro-Vice Chancellor;
- (d) Secretary to the Government, Higher Education Department or his nominee not below the rank of an Additional Secretary;
- (e) Secretary to the Government, Finance Department or his nominee not below the rank of an Additional Secretary;
- (f) Secretary to the Government, Law and Parliamentary Affairs Department or a nominee not below the rank of an Additional Secretary;
- (g) Chairperson of the Commission or his nominee not below the rank of a whole-time member of the Commission;
- (h) Chairperson of the Punjab Higher Education Commission or his nominee not below the rank of a whole-time member of the Commission;
- (i) two members of the Provincial Assembly of the Punjab, including at least one female member of the Assembly, to be nominated by the Speaker of the Assembly;
- (j) one Vice Chancellor of any public University of the Punjab to be nominated by the Chancellor;
- (k) two Deans to be nominated by the Chancellor;
- (l) one Principal of affiliated college to be nominated by the Government; and
- (m) five persons, including at least two women, of eminence to be nominated by the Chancellor.

(2) The Registrar will be the Secretary of the Syndicate.

(3) The Pro-Chancellor may nominate a member of the Syndicate to preside over a meeting of the Syndicate in the absence of the Pro-Chancellor.

(4) The members of the Syndicate, other than ex-officio members, shall be appointed for a term of three years but they shall serve during the pleasure of the Chancellor.

(5) The quorum for a meeting of the Syndicate shall be one half of the total number of members, a fraction being counted as one.

(6) The Registrar shall, with the approval of the Chairperson of the Syndicate, summon a meeting of the Syndicate.

(7) The Syndicate shall take decision by majority of the votes of members present and voting and the Registrar shall clearly reflect in the minutes of the meeting the dissent, if any, along with the reasons of such dissent.

**22. Powers and duties the Syndicate.**– (1) The Syndicate shall be the executive body of the University and shall, subject to the provisions of this Act and the statutes, take effective measures to raise the standard of teaching, research, technological development, publication and other academic pursuits and exercise general supervision over the affairs of the University and management of the property of the University.

(2) Without prejudice to the generality of the foregoing powers and subject to the provisions of the Act, the Syndicate may:

- (a) hold, control and administer the property and funds of the University;
- (b) govern and regulate, with due regard to the advice of the Finance and Planning Committee in this behalf, the finances, accounts and investments of the University and for that purpose, to appoint such agents as it may deem fit;
- (c) consider and approve the annual report, the annual and revised budget estimates and to re-appropriate funds from one major head of expenditure to another;
- (d) transfer and accept transfer of movable or immovable property on behalf of the University;
- (e) enter into, vary, carry out or cancel contracts on behalf of the University;
- (f) cause proper books of account to be kept for all sums of money received and expended by the University and for the assets and liabilities of the University;
- (g) invest any money belonging to the University including any unapplied income in any of the securities described in section 20 of the Trusts Act 1882 (II of 1882), or in the purchase of immovable property or in such other manner, as it may determine, with the like power of varying such investments;
- (h) receive and manage any property transferred, grants, bequests, trusts, gifts, donations, endowments and other contributions made to the University;
- (i) determine the form, custody and regulation of the use of the common seal of the University;
- (j) provide buildings, libraries, premises, furniture, apparatus, equipment and other means required for carrying out the work of the University;
- (k) establish and maintain halls of residence and hostels or approve or license hostels or lodgings for the residence of students;
- (l) affiliate or de-affiliate colleges and institutes;
- (m) admit educational institutions to the privileges of the University and withdraw such privileges;
- (n) arrange for the inspection of the academic departments;

- (o) institute Professorships, Associate Professorships, Assistant Professorships, Lecturerships and other posts, and suspend or abolish such posts;
  - (p) create, suspend or abolish such administrative, technical, research, extension or other posts as may be necessary;
  - (q) appoint University teachers and other officers on the recommendation of the Selection Board for teaching and other managerial posts;
  - (r) confer, with prior approval of the Chancellor, an honorary degree to a person of eminence;
  - (s) prescribe the duties of the officers, teachers and other employees of the University and of those working in the University on deputation or on contract;
  - (t) appoint members to the various Authorities, committees and bodies in the prescribed manner;
  - (u) remove any person from the membership of any Authority if such person has accepted any assignment which involves absence from the University for a continuous period of six months or more;
  - (v) regulate, determine and administer, all other matters concerning the University and to this end exercise all necessary powers not specifically mentioned in this Act and statutes but not inconsistent with the provisions of the Act;
  - (w) appoint Professor Emeritus on such terms and conditions as may be prescribed;
  - (x) suspend, punish and remove from service in the prescribed manner officers, teachers and employees whom it is empowered to appoint;
  - (y) consider and approve regulations recommended by the Academic Council;
  - (z) approve statutes and recommend those drafts of the statutes, for approval of the Chancellor, which pertain to terms and conditions of service of the University employees;
  - (aa) delegate any of its powers to an Authority or officer or a committee or sub-committee; and
  - (bb) perform such other functions as may be assigned to it under the Act and the statutes.
- (3) The Syndicate may delegate any of its functions to an Authority or officer or a committee or sub-committee except the following functions:
- (a) approval of statutes or recommendation of the drafts of the statutes to the Chancellor;
  - (b) approval of regulations;
  - (c) approval of annual budget of the University, annual report, the annual and revised budget estimates and re-appropriation of funds from one major head of expenditure to another;

- (d) approval of investment or purchase of immovable property by the University; and
- (e) transfer of immovable property of the University.

**23. Academic Council.**— (1) The Academic Council shall consist of:

- (a) Vice Chancellor (Chairperson);
- (b) Pro-Vice Chancellor;
- (c) Deans;
- (d) Director, Board of Advanced Studies and Research;
- (e) two senior most Professors, other than ex-officio members, from each academic department;
- (f) all Professors Emeritus;
- (g) Chairpersons of the academic departments;
- (h) four University teachers, other than Professors, two from each category of Associate Professors and Assistant Professors, to be appointed by the Syndicate;
- (i) three persons eminent in sciences, social sciences and Arts, of whom one shall be from each category and shall include at least one woman from any of the categories, to be nominated by the Chancellor in consultation with the Vice-Chancellor;
- (j) Secretary to the Government, Higher Education Department or his nominee not below the rank of Deputy Secretary;
- (k) Director Public Instructions (Colleges) of the Government;
- (l) Librarian of the University;
- (m) Controller of Examinations;
- (n) five experts in the field of education, including at least two women, to be nominated by the Chancellor; and
- (o) Registrar (Member/Secretary).

(2) A member of the Academic Council appointed by nomination shall hold office for three years; and, if the office of any such member becomes vacant before the expiry of the term, the vacancy shall be filled for the remaining period in the prescribed manner.

(3) The quorum for a meeting of the Academic Council shall be one-third of the total number of members, a fraction being counted as one.

**24. Powers and duties of the Academic Council.**— (1) The Academic Council shall be the academic body of the University and may lay down proper standards of instruction, research, publication and examination and to regulate and promote the academic life of the University and affiliated colleges.

(2) In particular and without prejudice to the generality of the foregoing provision, the Academic Council may:

- (a) advise the Syndicate on academic matters;



- (b) regulate teaching, research and examinations;
- (c) regulate the admission of students to the courses of studies and examinations of the University and affiliated colleges;
- (d) regulate the award of studentships, scholarships, medals and prizes;
- (e) regulate the conduct and discipline of students of the University and affiliated colleges;
- (f) propose to the Syndicate schemes for the constitution and organization of faculties, institutes and other academic bodies;
- (g) propose regulations on the recommendations of the Boards of Faculties and the Boards of Studies for consideration and approval of the Syndicate;
- (h) propose for each academic year, on the recommendations of the Boards of Studies, regulations prescribing the courses of studies, the syllabi and the outlines of tests for all examinations; provided that, if the recommendations of a Board of Faculties or the Board of Studies are not received by the prescribed date, the Academic Council may, subject to the approval of the Syndicate, permit such regulations to continue for the following years;
- (i) recognize the examinations of other Universities or examining bodies as equivalent to the corresponding examinations of the University;
- (j) appoint members to the Authorities in accordance with the provisions of this Act; and
- (k) perform such other functions as may be prescribed by the statutes or assigned by the Syndicate.

**25. Boards of Faculties.**– (1) There shall be a Board of Faculty for each Faculty which shall consist of:

- (a) Dean of the Faculty (Chairperson);
- (b) Professors and the Chairpersons in the Faculty;
- (c) two members to be nominated by the Academic Council on the basis of 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, including at least one woman, in the field from outside the University to be appointed by the Syndicate; and
- (e) one member from amongst the officers of the University to be nominated by the Vice Chancellor.

(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, a fraction being counted as one.

(4) A Board of Faculty, subject to the general control of the Syndicate and Academic Council, 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 Vice Chancellor;
- (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.

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

- (a) Vice Chancellor (Chairperson);
- (b) all the Deans;
- (c) Controller of Examinations;
- (d) one University Professor from each Faculty to be nominated by the Syndicate;
- (e) one member from amongst the officers of the University to be nominated by the Vice Chancellor;
- (f) three members from the relevant field, research organizations and Government, including at least one woman from any of the categories, to be nominated by the Syndicate; and
- (g) 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, a fraction being counted as one.

**27. 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 University;
- (b) consider and report to an Authority with regard to a research degree of the University;
- (c) propose regulations regarding the award of a research degree;
- (d) appoint supervisors for a postgraduate research student and to approve title and synopsis 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.

**28. Boards of Studies.**– (1) There shall be a separate Board of Studies for each subject or group of subjects as may be prescribed by regulations.

- (2) A Board of Studies shall consist of:
  - (a) all the teachers of the department concerned;
  - (b) three to five experts or teachers, other than University teachers to be determined and appointed by the Syndicate according to the need of each Board; and
  - (c) not more than five teachers of the affiliated colleges teaching graduate and post-graduate courses in that subject to be nominated by the Academic Council.

(3) The term of office of members of a Board of Studies other than ex-officio members shall be three years.

(4) The quorum for meeting of the Board of Studies shall be one-half the number of members, a fraction being counted as one.

(5) The Chairperson of the concerned University Teaching Department shall be the Chairperson and Convener of the Board of Studies.

**29. Functions of Boards of Studies.**– A Board of Studies shall perform the following functions:

- (a) to advise the Authorities on all academic matters connected with instruction, publication, research and examination in the subject or subjects concerned;
- (b) to propose curricula and syllabi for all degree, diploma and certificate courses in the subject or subjects concerned;
- (c) to suggest a panel of names of paper setters and examiners in the subject or subjects concerned; and
- (d) to undertake such other functions as may be prescribed by Regulations.

**30. Selection Board.**– (1) The Selection Board shall consist of:

- (a) Vice Chancellor (Chairperson);
- (b) Dean of the faculty concerned;
- (c) Chairperson concerned;
- (d) one member of the Syndicate to be nominated by the Syndicate;
- (e) one eminent scholar to be nominated by the Syndicate;
- (f) two experts, including at least one woman, to be nominated by the Government; and
- (g) Registrar (Secretary).

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

(3) Five members including at least one expert shall constitute the quorum for a meeting of the Selection Board.

(4) 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.

(5) 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 and in selecting candidates for any other teaching post, two experts in the subject, to be nominated by the Vice Chancellor from a standing list of experts for each subject approved by the Syndicate.

(6) The Syndicate may approve or revise the standing list of experts of a subject on the recommendation of the Selection Board.

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

- (a) consider the applications and recommend to the Syndicate, 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 of officers of the University and recommend the names of suitable candidates for such promotion to the Syndicate.

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

- (a) Vice Chancellor (Chairperson);
- (b) all the Deans;
- (c) one member of the Syndicate to be nominated by the Syndicate;
- (d) one member of the Academic Council to be nominated by the Academic Council;
- (e) one representative each from Higher Education Department and Finance Department of the Government not below the rank of a Deputy Secretary;
- (f) Director Planning or any other nominee of the Commission;
- (g) one nominee of Punjab Higher Education Commission who deals with Finance and Planning;
- (h) Registrar; and
- (i) Treasurer (Secretary).

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

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

**33. 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 make recommendations to the Syndicate;
- (b) review periodically the financial position of the University;
- (c) advise the Syndicate on all matters relating to finance, investments and accounts of the University; and
- (d) perform such other functions as may be prescribed by the statutes.

**34. Appointment of Committees by Authorities.**– Any Authority may constitute such standing, special or advisory committees as it may deem fit, and also appoint on such committees such persons as are not its members.

## **CHAPTER V STATUTES, REGULATIONS AND RULES**

**35. Statutes.**– (1) Subject to the provisions of this Act, the Syndicate may make statutes or recommend statutes relating to the matters specified in clauses (a) and (b) of subsection (2) to the Chancellor.

(2) The statutes may be made to provide for and regulate all or any of the following matters:

- (a) scales of pay, method of recruitment and other terms and conditions of service of officers, teachers and other employees of the University and the constitution of their pension, insurance, gratuity, provident fund and benevolent fund;
- (b) conduct and discipline of the officers, teachers and other employees of the University;
- (c) constitution, powers and duties of the Authorities and related matters;
- (d) affiliation and de-affiliation of colleges, institutes, etc., and related matters;
- (e) admission of educational institutions to the privileges of the University and the withdrawal of such privileges;
- (f) establishment of institutes, faculties, colleges, departments and academic divisions;
- (g) powers and duties of officers, teachers and employees of the University;
- (h) conditions for appointment of Professors Emeritus;
- (i) conditions on which the University may enter into arrangements with public bodies or other organizations for purposes of research and advisory services;
- (j) general scheme of studies including the duration of courses, the system of examinations and the number of subjects and papers for examinations;

- (k) award of honorary degrees;
- (l) maintenance of register of students and registered graduates; and
- (m) all other matters which are to be prescribed or regulated by the statutes.

(3) The Syndicate shall recommend statutes under clauses (a) and (b) of subsection (2) to the Chancellor who may approve it with or without any modification or may refer it back to the Syndicate for reconsideration or may reject the statutes.

**36. Regulations.**— (1) Subject to the provisions of this Act and the statutes, regulations may be made for any of the following matters:

- (a) courses of study for degrees, diplomas and certificates of the University;
- (b) manner of teaching in the University and an affiliated college;
- (c) admission of students to the University and conditions under which they admitted or allowed to take courses and examinations of the University and become eligible for the award of degrees, diplomas and certificates;
- (d) conduct of examinations;
- (e) fees and other charges to be paid by the students for admission to the courses of study and the examinations of the University;
- (f) conduct and discipline of students of the University;
- (g) conditions of residence of the students of the University including the levying of fees for residence in halls of residence and hostels;
- (h) approval and licensing of hostels and lodgings;
- (i) conditions under which a person should conduct research to entitle him to a degree;
- (j) institution of fellowships, scholarships, exhibitions, medals and prizes;
- (k) institution of stipends and free and half-free studentship;
- (l) academic costumes;
- (m) use of the library; and
- (n) establishment of academic departments.

(2) The Academic Council shall prepare and submit the regulations to the Syndicate and the Syndicate may approve them with or without modifications or refer them back to the Academic Council for reconsideration or reject them.

**37. Rules.**— (1) An Authority or a body of the University may make rules consistent with this Act, statutes and regulations, to regulate the conduct of its business.

(2) The Syndicate may direct any Authority or body of the University to amend or repeal any rules made by the Authority or body.

## **CHAPTER VI FINANCES**

**38. University Fund.**— (1) There shall be a Fund to be known as the University of Okara Fund to which shall be credited all sums received by the University.

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

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

(2) The Syndicate may approve the budget of the University, appropriation of accounts of the University and settle an audit para relating to the audit of the University.

(3) The Syndicate may delegate the power of appropriation or re-appropriation of funds to an officer of the University.

(4) The annual statement of accounts of the University signed by the Treasurer and the Resident Auditor shall be submitted to the Government within six months of the closing of the financial year.

(5) The accounts of the University together with audit objections, if any, and the observations of the Auditor appointed by the Government and the Treasurer shall, in the prescribed manner, be presented to the Syndicate with the remarks of the Finance and Planning Committee.

## **CHAPTER VII MISCELLANEOUS**

**40. Appeal to Syndicate.**— (1) If an order is passed by an Authority, body or officer of the University, other than the Chancellor, and an appeal against the order is not provided under the statutes or the regulations, any aggrieved person may, within thirty days of the communication of the order, prefer an appeal against the order to the Syndicate.

(2) The Syndicate may constitute a committee of its members to hear and dispose of any appeal on behalf of the Syndicate.

(3) If a member of the Syndicate is the officer who passed the order or who is also member of the Authority against whose order appeal is filed before the Syndicate, such member shall not hear the appeal as member of the Syndicate or committee constituted to hear and dispose of the appeal.

**41. Tripartite mobility.**— (1) Any officer, teacher of the Government or employee of the University on the recommendation of the Syndicate may be directed to serve in any post in the University or under the Government or an educational or research institution in public interest.

(2) The Government may, in consultation with the Selection Board, place the services of an employee of the Government or of any other University or an

educational or research institution at the disposal of the University in the public interest.

(3) The terms and conditions of service of an officer or employee under this section shall not be less favourable than those enjoyed by him immediately before his services are placed at the disposal of the University, Government, educational or research institution, and full benefit of his previous service shall continue to remain in force until altered in accordance with law.

**42. Transition.**– The Chancellor shall constitute a Chancellor's Committee to exercise the powers assigned to the Syndicate under this Act till such time the Syndicate is constituted in accordance with the provisions of the Act or until expiry of one year from the date of establishment of the University, whichever is earlier.

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

**44. Indemnity.**– No suit or legal proceedings shall lie against the Government, the University or any Authority, officer or employee of the Government or the University or any person in respect of anything which is done in good faith under this Act.