

**KARNATAKA VETERINARY, ANIMAL AND FISHERIES SCIENCES UNIVERSITY**  
**BIDAR - 585 401**



**FIRST  
STATUTES**

(Assented by the Chancellor on 13-06-2009)

**FIRST STATUTES OF**

**THE KARNATAKA VETERINARY, ANIMAL & FISHERIES SCIENCES UNIVERSITY, BIDAR - 585 401**

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**STATUTES OF THE KARNATAKA VETERINARY, ANIMAL AND FISHERIES SCIENCES  
UNIVERSITY, BIDAR**

No. R/KVAFSU/Statues/2009-10

Date: 5-10-2009

**NOTIFICATION**

In exercise of the powers conferred by Sub-Section (1) and (3) of Section 53 read with Section 52 of the Karnataka Veterinary, Animal and Fisheries Sciences University Act, 2004, (Karnataka Act No.9 of 2004), the Board of Management of the University hereby makes the following Statutes of the Karnataka Veterinary, Animal and Fisheries Sciences University with the approval of the Chancellor.

**CHAPTER - I****GENERAL****1. Short title and commencement:-**

- (1) These Statutes shall be called the Statutes of the Karnataka Veterinary, Animal and Fisheries Sciences University.
- (2) They shall come into force from the date of publication in the Karnataka Gazette.
- (3) Unless the context otherwise requires the words and expressions used in these Statutes shall be interpreted to have the same meanings as they have in the Act.

**2. Definitions:-**

- (1) (a) "The Act" means the Karnataka Veterinary, Animal and Fisheries Sciences University Act, 2004 (Karnataka Act No.9 of 2004);
- (b) "Clause" means a sub-division of the Statutes;
- (c) "Section" means a Section of the Act.
- (2) All the other words and expressions used but not defined in these Statutes shall have the meanings respectively assigned to them in the Act.



**CHAPTER - II****Powers and Functions of the University****Degrees, Diplomas & Distinctions that may be awarded***[Section 6(d) of the Act]***3. Bachelor Degrees: Kinds, Requirements, Distinctions:-**

- (1) The University when so approved by the Board may grant to an enrolled student, who has met the academic requirements of the University, a Bachelor Degree as follows:
- Bachelor of Veterinary Science and Animal Husbandry (B.V.Sc. and A.H.)
  - Bachelor of Fisheries Science (B.F.Sc.)
  - Bachelor of Technology in Dairy Technology (B.Tech. [D.Tech.,])
  - Any other degree / diploma as recommended by the Board of Studies and Academic Council and approved by the Board.
- (2) An enrolled student, in order to earn a Bachelor Degree, shall creditably have completed in the University or acquired by transfer the prescribed number of credits and shall have earned an overall grade point average as applicable to the specific grade under semester system.

Degree	No. of Credit hours	Minimum Overall grade point average for pass
(a) B.V.Sc. and A.H.	192	5.00 / 10.00
(b) B.F.Sc.	174	5.00 / 10.00
(c) B.Tech. (D.Tech.)	174	5.00 / 10.00

In addition to the above, the student shall in the judgment of the faculty possess good moral habits and high sense of honesty.

- (3) A Bachelor's Degree shall require the completion of a curriculum of courses / credits developed by the Veterinary Council of India / ICAR or any other competent authorities from time to time and approved by Board of Studies and Academic Council.
- The curriculum for B.V.Sc. and A.H. Degree shall include:
    - The courses prescribed under Minimum Standards of Veterinary Education (MSVE) regulations of VCI from time to time;
    - The courses concerned with Basic Veterinary and Animal Sciences; and
    - The courses in closely related fields, which would provide opportunities for the student to gain basic and applied knowledge to make him capable of dealing reasonably well with all facets of Veterinary and Animal Science.
  - The curriculum for B.F.Sc. Degree shall include;
    - The Basic Fisheries Science Courses as prescribed by the ICAR / FCI from time to time;
    - Courses in closely related fields; and
    - Courses which could provide opportunities for a student to gain basic and applied knowledge to make him capable of dealing reasonably well with all facets of fisheries and rural life especially with the particular activities for which he has taken Fisheries courses.
  - The curriculum for B.Tech. (D.Tech.) degree shall include;
    - Basic Dairy Science Courses as prescribed by the ICAR from time to time;



- (2) Closely related fields, which would provide opportunities for the student to gain basic and applied knowledge to make him capable of dealing reasonably well with all facets of Dairy Science and Technology; and
- (3) Courses which could provide opportunities for a student to gain basic and applied knowledge to make him capable of dealing reasonably well with all facets of Dairy Science and rural life especially with the particular activities for which he has taken Dairy Science and Technology Courses.

(d) An enrolled student, who has met the requirement of the University for a particular degree in a creditable manner as determined by his/her credit-grade average, shall be awarded the degree / diploma with such academic distinction as may be recommended by the Board of Studies, Academic Council and Board of Management.

#### 4. **Advanced degrees: Kinds and requirements:-**

(1) The University may, when so recommended by the Board of Studies, Academic Council and approved by the Board of Management, offer such postgraduate instruction and research training as, will, qualify students for award of the following degrees:

- Master of Veterinary Science (M.V.Sc.)
- Master of Technology (Dairy Science) [M.Tech. (D.Sc.)]
- Master of Fisheries Science (M.F.Sc.)
- Doctor of Philosophy (Ph.D.)
- Any other postgraduate degree / diploma as recommended by the Board of Studies, Academic Council and approved by the Board of Management

In accordance with details developed by the concerned Board of studies, approved by the Academic Council and as prescribed in the Academic Regulations governing Postgraduate Programme, a student shall have to complete in a creditable manner in the University with the minimum prescribed credits applicable to the particular degree programme.

(2) The University shall have authority to offer Postgraduate instruction and research training leading to the Degree of Doctor of Philosophy from time to time as determined by the Board of Studies, Academic Council and approved by the Board of Management.

In accordance with details developed by the concerned Board of studies, approved by the Academic Council and as prescribed in the Academic Regulations governing Postgraduate Programme, a student shall have to complete in a creditable manner in the University with the minimum prescribed credits applicable to the particular degree programme.

In addition, a student shall also have to demonstrate in a conclusive manner as decided by the Examination Board of Faculty, that he / she possesses outstanding competency in the field of specialization.

#### 5. **Honorary Degree:-**

[Section 6 (e) of the Act]

As a matter of policy, the University shall be conservative in the matter of granting honorary degrees. They shall be awarded only to persons who have distinguished themselves in the fields of Animal Husbandry / Veterinary / Fisheries / Dairy Science education or research or extension or have rendered outstanding service to the Indian Animal Husbandry / Veterinary / Fisheries / Dairy Sciences. No honorary degree shall be conferred unless the proposal shall have received a four-fifth majority vote in the Academic Council and as well as in the Board of



Management. Such degrees shall not be conferred unless the candidate is present and receives the same in person at the Convocation of the University.

**6. Diplomas, Certificates, Medals:-**

In accordance with the Regulations promulgated by the Academic Council, if any, the Vice-Chancellor may award to the enrolled students the Diplomas, Certificates, Medals etc., as deemed to be fit by the Academic Council and Board of Management.

**7. Withdrawal of Degrees, Diplomas, etc.,:-**

On the recommendation of the Academic Council and Board of Studies, the Board of Management, by a resolution passed with the concurrence of not less than two-thirds of its members may withdraw the degree, diploma etc., after having provided an opportunity of being heard in person to the concerned candidate to explain his / her action leading to such withdrawal.

Withdrawal of any Honorary Degree shall be with the concurrence of the Chancellor.

**8. Student Fees and other charges: -**

[Section 6(p) of the Act]

(1) The University fees, other than hostel fees, shall be classified under the following main categories:-

- (a) Admission fee,
- (b) Tuition fee,
- (c) Laboratory fee,
- (d) Library fee,
- (e) Medical fee,
- (f) Examination fee,
- (g) Hand book fee,
- (h) Registration fee,
- (i) Sports fee,
- (j) Contributions to such educational, social and recreational fund as may be prescribed and
- (k) Any other fee prescribed from time to time by the University and approved by the Board of Management.

(2) The amount chargeable under each category or any modifications in such fees at various levels of academic pursuit, as well as the terms of payment and the provisions of the penalties for non-payment shall be determined by the Vice-Chancellor with the approval of the Board of Management.

(3) At the time of registration for each semester an enrolled student shall pay the registration fee. Registration for the semester shall not be complete until the fee is paid, except as under clause (6) below, and the said fee shall not be refunded once the student is registered for the courses in the University.

(4) At the time of admission to a course in the University, an enrolled student shall pay tuition fee as fixed by the Government and approved by the Board for the course. Attendance in classes shall not be permitted until the fee has been paid except under clause (6) below and such fee shall not be refunded except in accordance with rules prescribed by the Board with respect to transfer or withdrawals from courses.



(5) In accordance with Regulations that may be issued by the Board, the University may require an enrolled student to pay special fees with respect to the use of Libraries and other University facilities.

(6) The Board may make Regulations with respect to exempting indigent persons from the payment of fees as prescribed in clause (3), (4) and (5) above. Further more, the Board may make Regulations regarding exemption from fee for other enrolled students when such exemption is deemed to be in the best interest of the University.

#### **9. Admission to the University:-**

*[Section 7:2(d) of the Act]*

(1) Students shall be admitted to the University in accordance with the Regulations issued by the Board of Management. Any modification to the Regulations shall be made by the Vice-Chancellor with the approval of the Board of Management in accordance with the rules of the Government that are in force and that may be issued from time to time by the Government in this regard.

(2) The number of students to be admitted will be decided by the Board of Management on the recommendations of the Academic Council.

### **CHAPTER - III**

#### **10. Officers of the University :-**

*[Section 10(12) of the Act]*

In addition to the Officers of the University mentioned in Section 10 of the Act, the following shall also be officer of the University namely:-

(1) The Director (IAH & VB)

The Officer of the University namely, Vice-Chancellor, Registrar, Comptroller, Librarian, Director of Instruction (PGS), Director of Research and Director of Extension will function from the University head quarters, while the rest of the officers will function at the respective working places.

#### **11. Prescribing qualifications for appointment of officers:-**

a) The Academic Council, except in case of the Chancellor, the Pro-Chancellor, the Vice-Chancellor, the Comptroller, and other officers not covered under the UGC/ICAR, shall prepare separate lists of qualifications that should be possessed by a candidate for the respective office. If the Academic Council does not do so, the Vice-Chancellor shall prescribe the qualifications.

b) In case of Teachers, the qualifications shall be as stipulated by the UGC/ICAR from time to time.

#### **12. Selection Committees, Appointments and Procedures:-**

The Selection Committees for the posts of other officers shall be as stipulated by the UGC/ICAR from time to time or as provided under the Statute.

#### **13. Salaries and conditions of service:-**

1. The Salary of an officer, covered under UGC/ICAR shall be as stipulated by it from time to time. The salary of officers not covered under UGC/ICAR shall be as prescribed in the Statutes. The starting salary shall ordinarily be the minimum of the scale of pay of the post.
2. Every officer shall be entitled to avail leave, leave salary, allowances, and other benefits as prescribed in the Statutes / KCSR / UGC / ICAR as applicable.



3. An officer, other than the Chancellor, the Pro-Chancellor, and the Vice-Chancellor shall not be entitled to be in service of the University after he/she attains the age of sixty years or as prescribed by the State Government, from time to time.

Provided that in respect of officers attaining the age of sixty years,

- a) Where the date of attaining such age falls on a day other than the first day of a month, he/she shall retire on the afternoon of the last day of that month; and  
b) Where the date of attaining such age falls on the first day of a month he/she shall retire on the last day of the afternoon of the month preceding the month in which he/she attains sixty years.

**14. Powers of the Vice-Chancellor:-**

[Section 14(8) of the Act]

- (a) In addition to the powers and duties mentioned in section 14 of the Act, the Vice-Chancellor shall have powers:-
- a) To sanction the creation of all technical posts / para technical posts in a scale of pay below the level of Assistant Professor's scale of pay subject to the recommendation of the Academic Council.
- b) To sanction the creation of all non-technical posts in a scale of pay below the level of Assistant Professor's scale of pay.
- c) To abolish such posts which are considered superfluous in the University subject to the protection given to the individuals in such posts under section 8 of the Act and subject to the approval of the Board of Management.
- d) To transfer personnel from one post to another equivalent cadre in the interest of the University.
- e) To constitute such ad-hoc Committees, subject to the approval of the Board of Management for the purpose of admitting students into the University, selecting certain categories of staff as detailed in the Regulations, for conducting enquiries into the affairs of the University and for other purposes.
- f) To approve the selection of staff of the University as per the Regulations.
- g) To suspend or punish any employee as per the Regulations and to punish and / or dismiss any student as per the Regulations.
- h) To issue orders counting the period of extra-ordinary leave taken by the employees for prosecuting higher scientific and technical studies for the purpose of pension in the University provided that all Extra Ordinary Leave, Leave Without Allowance put together shall not exceed three years.
- i) To represent the University in inter-University conferences or associations within the country.
- j) To represent in such conferences or associations out-side the country with the approval of the Board of Management.
- k) To be present at and address at any stage in any meeting of any authority of the University but not to vote therein unless he is a Member / Chairman of the authority concerned.
- l) To maintain discipline among the staff, the students and employees of the University.
- m) To approve tour programmes, grant leave as permissible to the officers of the University along with maintenance of related service matters.



n) To inspect all Colleges and Institutions of the University, to express his views thereon to the appropriate officer of the College or authority of the University and to institute enquiry in respect of any matter concerning the University.

o) To change, modify and reallocate the functions and duties of the officers of the University and other employees of the University.

p) To sign Memorandum of Understanding pertaining to Education on behalf of the University.

**15. Registrar: Conditions of service, powers and functions:-**

[See Section 17(3) and (7) of the Act]

1. His / her term of office shall be for a period of four years. He / she shall be an academician not below the rank of a Professor of the University.

2. His / her scale of pay shall be equivalent to that of a Professor as prescribed by the UGC/ICAR from time to time plus special allowance @ 10% of the basic pay for the post or as prescribed by the University from time to time.

3. Other conditions of his / her service shall be as applicable to the other employees in the cadre of professor of the University.

4. The Registrar, in addition to the duties set out in Section 17(6) of the Act, shall:-

a) Administer the Statutes and Regulations of the University with respect to the admission of students and their continuance as such;

b) Prepare time schedules for academic courses as recommended by the faculties, and direct the registration of students for various courses, and record transfers, drop-outs as recommended by the faculties;

c) Maintain record of each student of the University including academic accomplishments and conduct as a student etc.

d) Maintain record of non-student / trainees attendance in the University Programmes as designated by the Director of Extension.

e) Maintain the register of all graduates of the University and other details as deemed necessary.

f) Make arrangements for the conduct of examinations and for the due execution of all process connected therewith.

g) Be responsible for making the required arrangements for the recruitment and promotion of teachers in the manner prescribed.

h) Be responsible for the maintenance of service and leave records of officers in accordance with the Regulations.

i) Grant such leave as permissible to the employees of the University as per powers delegated by the Vice-Chancellor.

j) Be responsible to the Vice-Chancellor in the exercise of the powers and discharge of duties under the Act and Statutes. He / she shall assist the Vice-Chancellor in all administrative matters.

k) Shall sign Memorandum of Understanding related to Education on behalf of the University as directed by the Vice-Chancellor.

l) Shall make arrangements for the reception of visitors to the University.

m) Act as Liaison Officer between the University and the Government and other bodies.

n) Make arrangements for the holding of Convocation, Ceremonies etc.,



- o) Shall perform such other duties as may be prescribed by the Vice-Chancellor from time to time.

**16. Comptroller: Conditions of service, powers and functions:-**

[See Section 16(3) of the Act]

1. His / her term of office shall be as prescribed under Sub-Section (2) of Section 16 of the Act. However the Board of Management may call for the work done report from the incumbent and if found satisfactory may grant extension for a period of three years.
2. The scale of pay for the post of Comptroller shall be equal to that of Joint Controller or equivalent post in the State Accounts Department.
3. In case of deputation from other Universities / Institutions the incumbent shall be eligible for 15% or as prescribed by the Government of his / her basic pay as special allowance.
4. In addition to the powers and duties set out in Section 16 of the Act, he / she shall exercise the following powers and privileges:
  - a) He / she shall be responsible for the management of all funds of the University including the general fund, the foundation fund and other funds in accordance with provisions of the Act, the Statutes and the Regulations subject to the overall direction of the Board and the Vice-Chancellor, provided.
    - i) All expenditure up to Rs.3,00,000/- (Rs.Three lakhs only) on a single item shall have received the sanction or approval of the Comptroller or any officer or teacher concerned duly authorised by the Board of Management.
    - ii) All expenditure exceeding Rs. 3,00,000/- (Rs.Three lakhs only) but not exceeding Rs.15,00,000/- (Rs. Fifteen lakhs only) on a single item which shall have received the approval of the Vice-Chancellor.
    - iii) All expenditure exceeding Rs.15,00,000/- (Rs.Fifteen lakhs only) on a single item shall have received the approval of the Board of Management.
    - iv) All purchases, civil works and services amounting to Rs.1,00,000/- (Rs. One lakh only) and above for a single item shall be made only on the basis of tenders.
    - v) That no expenditure shall be incurred except in accordance with the financial estimates as approved by the Board of Management, under Section 42 of the Act and as delegated under Section 59 of the Act.
  - b) Collect income and fees, disburse payment, and be responsible for the day to day financial transactions of the University and for the proper accounting thereof, and all incidental matters including correspondence relating thereto.
  - c) Sign all financial contracts on behalf of the University with the approval of the Vice-Chancellor.
  - d) Exercise such other powers as may be prescribed by the Statutes or Regulations or as may be required, from time to time, by the Board of Management or the Vice-Chancellor with respect to matters pertaining to accounts and finances of the University for which he / she shall be directly responsible to the Vice-Chancellor.
  - e) Assist the Vice-Chancellor in preparing the financial estimates as prescribed under Section 42 of the Act and the annual accounts and balance sheets as prescribed under Section 43 of the Act.
  - f) Be responsible to maintain accounts to the satisfaction of the auditors. He / she shall ensure that all accounts of the University are properly accounted and audited.



internally and externally by the Government Auditors. However, as necessary in the case of external funding other than the State Government the auditing can be done by certified / registered Chartered Accountant appointed for the purpose by the University.

g) He / she shall prepare before first of March of every year the annual financial estimates and budget of the University for the ensuing year and place it before the Finance Committee and the Board of Management for approval.

h) He / she shall make arrangements to keep all the money of the University in Nationalised Banks as approved by the Vice-Chancellor and the Board of Management.

i) He / she shall be responsible to issue meeting notices and all correspondence therewith and record the minutes of all meetings of the Finance Committee and to conduct official correspondence of the Finance Committee.

j) He / she shall receive contributions, gifts, grants and endowments made in favour of the University and keep proper record, subject to approval by the Board of Management.

k) He / she shall evolve and install suitable computer based system of accounting and mode of business procedures as prescribed in University Accounts Manual for use in all University Offices.

l) He / she shall prescribe financial forms to be used in the University.

5. A receipt from the Comptroller or from the person(s) duly authorised in writing in this behalf for any money received by the University shall be valid discharge for the same.

6. He / she shall perform such other duties as may be prescribed by the Vice-Chancellor from time to time.

**17. Director of Instruction (PGS): Conditions of service, powers and functions:**

*[Section 19 of the Act]*

1. His / her term of office shall be for a period of four years. He / she shall be an academician not below the rank of a Professor of the University.

2. His / her scale of pay shall be equivalent to that of a Professor as prescribed by the UGC/ICAR from time to time plus special allowance @ 10% of the basic pay for the post or as prescribed by the University from time to time.

3. Other conditions of his / her service shall be as applicable to the other employees of the University.

4. In accordance with section 19 of the Act, the Director of Instruction (PGS) shall have the following duties and responsibilities.

a) He / she shall plan and execute all postgraduate academic and research programmes in close consultation with the Deans and Directors.

b) He / she shall supervise the admission of students for various postgraduate programmes of the University.

c) He / she shall supervise the registration and progress of the postgraduate students in all the colleges.

d) He / she shall formulate and present policies on postgraduate matters to the Board of Studies for its consideration.



- e) He / she shall be responsible for the proper teaching of post graduate courses and for the conduct of postgraduate research in various departments of all the Colleges of the University.
  - f) He / she shall submit reports to the Vice-Chancellor on the work of postgraduate education and research.
  - g) He / she shall be the principal Liaison Officer for dealing with other Universities, research institutions, R & D centers for utilizing their research facilities for carrying out research by postgraduate students of the University.
5. He / she shall exercise such powers and perform such duties in postgraduate education and research as may be directed by the Vice-Chancellor.
6. In addition to the above he / she shall also discharge the following responsibilities:
- a) Maintenance of all academic records pertaining to postgraduate examinations.
  - b) Fix the examination dates, examiners, verification and preparation of marks list etc. of postgraduate examination.
  - c) Obtain the marks of internal examinations, theory and practical and attendance etc., from the respective Deans.
  - d) Verify all grade cards, transcript cards and other related records of postgraduate and furnish the results to the Registrar for notification and issue of certificates / transcripts.
  - e) Shall coordinate with the Examination Committee of the University for Postgraduate Programmes.
7. He / she shall perform such other functions as directed by the Vice-Chancellor from time to time.

**18. Director of Research : Conditions of service powers and functions:**

*[Section 20 (1) and (2) of the Act]*

1. His / her term of office shall be for a period of four years. He / she shall be an academician not below the rank of a Professor of the University.
2. His / her scale of pay shall be equivalent to that of a Professor as prescribed by the UGC/ICAR from time to time plus special allowance @ 10% of the basic pay for the post or as prescribed by the University from time to time.
3. Other conditions of his / her service shall be as applicable to the other employees of the University.
4. The Director of Research, in addition to the duties set out in Section 20(1) of the Act, shall:
  - a) Co-ordinate the planning and conduct of research by the University, through the Heads of Divisions, Directors and Deans.
  - b) Prepare annual budget estimates for such research as may be required by the University.
  - c) Coordinate with the Deans and Directors to meet their responsibilities for direct supervision of Research activities at the respective Colleges and Faculties.
  - d) Coordinate with Deans and Directors for planning of research and transfer of technology derived out of the Postgraduate and academic staff research.
  - e) Supervise the publication of research results.



- f) Be responsible to promote team approach to research problems and foster project-wise rather than division-wise research and for this purpose he shall avail himself of the assistance and guidance of the Research Council with respect to evaluation of current projects, continuation or termination of projects and identification of new problems for research.
- g) Be responsible for the annual physical stock verification of the various units / farms / research stations etc., as on 30<sup>th</sup> November and submit the reports to the Comptroller by the end of December.
- h) Be responsible to the Vice-Chancellor in exercise of the powers and discharge of duties under the Act and Statutes.

**19. Director of Extension: Conditions of service, powers and functions:**

[Section 21 of the Act]

1. His / her term of office shall be for a period of four years. He / she shall be an academician not below the rank of a Professor of the University.
2. His / her scale of pay shall be equivalent to that of a Professor as prescribed by the UGC/ICAR from time to time plus special allowance @ 10% of the basic pay for the post or as prescribed by the University from time to time.
3. Other conditions of his / her service shall be as applicable to the other employees of the University.
4. The Director of Extension shall, in addition to the duties set out under Section 21(1) of the Act, possess the following duties and responsibilities:
  - a) Plan and execute all extension programmes and activities in close consultation and co-operation with the Heads of Divisions, Directors and Deans.
  - b) Be directly responsible to the Vice-Chancellor for close collaboration and co-ordination of extension work, based on the Research results of the University, with the line departments / corporations / boards etc. He / she shall represent the University in all meetings connected to extension programme / out reach activities.
  - c) Under the direction of Vice-Chancellor, be the principal liaison officer for dealing with such agencies that are concerned in the matter of extension.
  - d) Guide and supervise the working of communication centre dealing with publications, bulletins, popular articles, etc., audio visual aids, Radio, T.V., press and other materials directed towards the successful implementation of the extension programmes.
  - e) Represents the University in meetings regarding extension programmes / outreach activities.
  - f) Shall supervise and control the extension programme activities of the University in coordination with the concerned officers.
  - g) In close consultation with the concerned line departments, be responsible to provide them with the improved research findings of the University and shall further, in consultation with the concerned line departments, cause to publish extension bulletins, circulars, news articles and press releases which summarize important University research findings for the benefit of the farming community.
  - h) Be responsible for adoption of villages for integrated livestock, fisheries and related activities.



- i) Coordinate with Deans and Directors for the dissemination of research findings for field applications, release of varieties/ technologies and suggest need based priorities for undertaking research by the faculty.
- j) Be responsible for the annual physical stock verification of the various departments / units / farmers hostel, etc., under the Directorate of Extension as on 30<sup>th</sup> November and submit the reports to the Comptroller by the end of December.
- k) Exercise such powers and perform such duties in extension programme as may be directed by the Vice-Chancellor.

**20. Librarian: Conditions of service, powers and functions:**

*[Section 18(2) of the Act]*

1. His / her term of office shall be for a period of four years. He / she shall be an academican not below the rank of a Professor of the University.
2. His / her scale of pay shall be equivalent to that of a Professor as prescribed by the UGC/ICAR from time to time plus special allowance @ 10% of the basic pay for the post or as prescribed by the University from time to time.
3. Other conditions of his / her service shall be as applicable to the other employees of the University.
4. The Librarian shall:
  - a) Exercise overall control on the libraries of the University in coordination with the respective officers and organize their services in a manner most beneficial to the needs of the teaching, research and extension programmes of the University.
  - b) Prepare annual budget for the development and operation of the libraries of the University.
  - c) Do such other things in connection with the libraries and improvement thereof as may be directed by the Vice-Chancellor.
  - d) Exercise such powers and perform such duties related to library as may be directed by the Vice-Chancellor.

**21. Dean: Conditions of service, powers and functions:**

*[Section 22(2) (5) of the Act]*

1. His / her term of office shall be for a period of four years. He / she shall be a "Scientist/Academican" not below the rank of a Professor of the University.
2. His / her scale of pay shall be equivalent to that of a Professor as prescribed by the UGC/ICAR from time to time plus special allowance @ 10% of the basic pay for the post or as prescribed by the University from time to time.
3. Other conditions of his / her service shall be as applicable to the other employees of the University.
4. The Dean shall in addition to the duties set out in Section 22 of the Act, shall have the following duties and responsibilities.
  - a) Be responsible for due observance of the Statutes and Regulations relating to the College.
  - b) Supervise the registrations and progress of the student in the College.
  - c) Formulate and present policies on academic matters pertaining to the College, to the Board of Studies for its consideration.



- d) Be responsible for the proper teaching of courses and for the conduct of research and extension education in various departments / units and administration of the College.
- e) Be responsible for the use and maintenance of lands, buildings, laboratories, campus developments etc.,
- f) Be responsible for procurement of stores, equipments, livestock, machineries and other items as may be necessary for the College.
- g) Be responsible for the maintenance and functioning of the hostels, conduct of periodical meetings of Hostel Supervisory Committee and reporting to the University.
- h) Be responsible for organizing / conduct of various student events, faculty functions, trainings etc.
- i) Be responsible for maintenance of discipline among the staff and monitor the research and extension programmes of the College.
- j) Prepare the annual budget of College and instructional farms under his control.
- k) Monitor accounts and receipts of farm produce, fees, culling of animals etc.,
- l) Be responsible for the annual physical stock verification of the various departments / units / farms / hostels etc., as on 30<sup>th</sup> November every year and submit the reports to the Comptroller by the end of December every year.
- m) Be responsible to maintain power, water, cafeteria, telephone, equipments and vehicles with the help of respective Engineers of the campus.
- n) Submit reports to the Vice-Chancellor on the working of the college regarding education, research and extension.
- o) Be responsible for the maintenance of discipline, law and order in the College and Hostel.
- p) Perform such other duties as directed by the Vice-Chancellor.
- q) To Grant leave for both Teaching and Non-teaching staff under his control including the Head of Division(s).

**22. Director (IAH & VB): Condition of service, powers and functions:**

[Statute 10(1)]

1. His / her terms of office shall be for a period of four years. He / she shall be a scientist / academician not below the rank of a Professor or an equivalent rank of the University.
2. His / her scale of pay shall be equivalent to that of a Professor as prescribed by the UGC/ICAR from time to time plus special allowance @ 10% of the basic pay for the post or as prescribed by the University from time to time.
3. His / her other conditions of service shall be as applicable to the other employees of the University.
4. The Director of Institute of Animal Health & Veterinary Biologicals shall possess the following duties and responsibilities:
  - a) Be responsible for the observance of the statutes and regulations relating to the Institute.
  - b) Formulate and present the policies related to the Institute to the appropriate authorities of the University for consideration.
  - c) Be responsible for proper functioning of the Institute as per its mandate.
  - d) Be responsible for the use and maintenance of lands, buildings, laboratories, library and Regional Research Laboratories and any other new institutes related to the mandates of IAH & VB in respect to their campus developments and activities.



- e) Be responsible for procurement of stores, equipments, livestock, machineries and other items as may be necessary for the Institute.
- f) Be responsible for the maintenance and functioning of the Institute and its Regional Research Laboratories.
- g) Prepare the annual budget of the Institute, new institutions and Regional Research Laboratories for submission to the Government through University.
- h) Submit the reports regarding biological production and supply, surveillance, disease diagnosis, research and extension activities to the Vice-Chancellor.
- i) Be responsible for the maintenance of discipline and order in the Institute and Regional Research Laboratories.
- j) Approve the tour programmes of all the Scientists of the Institute and SRDDL within the country. However, overseas visits require approval of the University.
- k) Take decisions regarding the supply or sale of biologicals with in the state and outside the state through a Local Committee under his Chairmanship whenever surplus biologicals are available at the Institute.
- l) Exercise the powers bestowed by the erstwhile Governing Council of the Institute for smooth functioning of the institute.
- m) Perform such other duties as directed by the Vice-Chancellor.

**23. Heads of Divisions: Conditions of service, powers and functions:**

*[Section 23 (2) (3) of the Act]*

1. Their term of office shall be for a period of four years. They shall be academicians not below the rank of a Professor of the University.
2. Their scale of pay shall be equivalent to that of a Professor as prescribed by the UGC/ICAR from time to time plus special allowance @ 10% of the basic pay for the post or as prescribed by the University from time to time.
3. Their other conditions of service shall be as applicable to the other employees of the University.
4. There shall be five heads of division as per Section 23 of the Act.
5. The Heads of Divisions are appointed by the Board of Management by nominating one of the Professors on seniority basis coming under the respective division with the prevalent charge allowance and other benefits prescribed by the University.
6. The Heads of Divisions shall work in close collaboration with the Deans and Directors of the University and they are responsible for prioritizing research areas for state, national and international funding and to facilitate University – Industry linkages.
7. The Heads of Division Shall be responsible for conduct of annual technical meet of the respective divisions and present the reports in the research / extension education councils.
8. The Head of Division of Animal & Poultry Science shall be appointed as per seniority among the Professors working in the areas of Animal Genetic and Breeding, Animal Nutrition, Livestock Production Management, Livestock Products Technology, Veterinary and Animal Husbandry Extension Education, Poultry Science & such other Departments of Animal Science of the University.
9. The Head of Division Veterinary Pre and Para Clinical Science shall be appointed from among the Professors working in the areas of Pre-Clinical (viz: Veterinary Anatomy, Veterinary Physiology & Bio-Chemistry, Veterinary Pharmacology and Toxicology) and Para-



- Clinical (viz: Veterinary Microbiology, Veterinary Public Health & Epidemiology, Veterinary Parasitology and Veterinary Pathology) departments of the University and such other Pre-Clinical and Para-Clinical departments.
10. The Head of Division of Veterinary Clinical Science shall be appointed on seniority basis among the Professors working in the areas of Veterinary Clinical Medicine, Ethics & Jurisprudence, Veterinary Epidemiology & Preventive Medicine, Animal Reproduction, Gynaecology & Obstetrics, Veterinary Surgery & Radiology and Teaching Veterinary Hospital Complex and such other departments.
11. The Head of Division of Dairy Science shall be appointed on seniority basis among the Professors working in the areas of Dairy Chemistry, Dairy Microbiology, Dairy Technology, Dairy Engineering, Dairy Economics and Business Management and such other departments.
12. The Head of Division of Fisheries Sciences shall be appointed on seniority basis among the Professors working in the areas of Fishery Microbiology, Aquaculture, Fisheries Environment and Ecology, Fisheries Resource Management, Fish Processing Technology, Fisheries Engineering / Fishery Economics and such other departments.
13. All the Heads of Divisions shall be responsible for co-ordination and integration of research and extension programme in the departments / units coming under their division.

The concerned Heads of the Divisions on rotation shall supervise internship / RAWE / Implant training programmes.

**23.1 The Head of Division of Animal & Poultry Science shall have following duties and responsibilities:**

- He / she shall be responsible for setting up & monitoring of model livestock and poultry farms for transfer of need based technologies.
- He / she shall work with the Government departments and private entrepreneurs for evolving suitable animal breeding, production and nutrition policy.
- He / she shall extend technical guidance to livestock farms and research stations of the University.

**23.2 The Head of Division Pre and Para Veterinary Clinical Sciences shall have the following duties and responsibilities:**

- He / she shall be responsible for designing and monitoring of research projects and extension activities of Veterinary Science.
- He / she shall work with industries, pharmaceuticals, private sector institutes for establishing linkages with the University.
- He / she shall extend technical guidance to the livestock poultry and wild life organisations for disease control and management.

**23.3 The Head of Division of Veterinary Clinical Science shall have the following duties and responsibilities:**

- He / she shall be responsible for the overall management of Veterinary Hospitals of the University.
- He / she shall be responsible for the modernization and strengthening of the facilities for treatment of animals, to support teaching and training at different levels and to coordinate clinical research.



- c) He / she shall work with Government Hospitals, private Veterinary hospitals and diagnostic centers for evolving a suitable policy for treating the existing and emerging livestock, poultry and wildlife diseases in the state.

**23.4 The Head of Division of Dairy Science shall have the following duties and responsibilities:**

- a) He / she shall be responsible for setting up and monitoring milk processing plants, dairy and food products manufacturing units, dairy and food quality control labs and for transfer of need based technologies.
- b) He / she shall work with Government departments, dairy federations and private entrepreneurs for evolving suitable dairy processing, marketing and quality assurance policy.
- c) He / she shall extend technical guidance to dairy farming, food and milk processing plants and research stations of the University / State.

**23.5 The Head of Division of Fisheries Science shall have the following duties and responsibilities:**

- a) He / she shall be responsible for setting up and monitoring, of model fish farms, hatcheries, aquaria, fishery processing plants, etc., and for transfer of need based technologies.
- b) He / she shall work with government departments, fishery corporations and private entrepreneurs for suitable marine and inland fishery policies.
- c) He / she shall extend technical guidance, to fish farms and fisheries research stations of the University / State.

**CHAPTER - IV**

**24. Authorities of the University:**

**[Section 26(7) of the Act]**

In addition to Authorities mentioned at (1) to (6) of Section 26 of the Act, the following bodies are also declared as authorities of the University, namely;

- I. Faculties,
- II. Board of Examinations,
- III. Sports and cultural council,
- IV. Sub-Committees of the Board of Managements.

**(I) Faculties:**

- (1) The following shall be the Faculties.
- (a) Veterinary and Animal Sciences
  - (b) Dairy Sciences,
  - (c) Fisheries Sciences.
- (2) Additional Faculties may be created as and when found necessary with the approval of the Academic Council and the Board.
- (3) The Dean(s) of the respective faculty shall be responsible to the Vice-Chancellor for the various academic activities of the faculty.
- (a) Each faculty shall consist of departments/units, which shall undertake teaching, research and extension education as recommended by the Academic Council, Research Council and Extension Education Council, respectively.



- (b) The courses and subjects of study under each faculty shall be as prescribed from time to time by the Academic Council in consultation with the Board of Studies of the respective faculty.
- (c) Each faculty shall be responsible to develop close cooperation, collaboration and coordination among University offices and departments, regarding faculty improvement programme concerning education, research and extension of the faculty concerned.
- (d) The Dean of the faculty concerned shall be responsible for the improvement programmes of the faculty.

(II) **Board of Examinations:**

1. Under Section 26 of the Act, the Board of Examinations shall be an authority of the University.

**The Board of Examinations shall have the following members:**

- |  |                   |
|--|-------------------|
| (i) Vice-Chancellor                    | : Chairman        |
| (ii) Registrar                         | : Member          |
| (iii) Deans of Constituent Colleges    | : Member          |
| (iv) DI (PGS)                          | : Member          |
| (v) *Nominated Dean (Vety) on rotation | : Member Convener |

\* Until the post of Controller of Examination is created

(IIA) **The duties of Board of Examinations:**

- (a) It shall organize and supervise the conduct of University Examinations at both undergraduate and postgraduate levels.
- (b) It shall appoint internal and external examiners, where necessary.
- (c) It shall review and moderate results, wherever necessary, as per the Regulations prescribed from time to time for the purpose, under external evaluation system and to review the results under the internal assessment system.
- (d) It shall provisionally recommend the results of the successful candidates to the Board of Studies, Academic Council and to the Board of Management for their approval and award of degree of the University.

(2) The Board of Examinations shall meet at least twice a year or as and when necessary at the discretion of the Chairman.

(III) **Sports and Cultural Council:**

1. The Sports & Cultural Council shall make recommendations to the authorities regarding Sports and Cultural activities, hostel maintenance and welfare of the students of the University and shall exercise such other powers and perform such other duties as directed by the Vice-Chancellor.

**The Sports and Cultural Council shall have the following Members:**

- |   |   |          |
|---|---|----------|
| (a) Vice-Chancellor                                       | : | Chairman |
| (b) Registrar   | : | Member   |
| (c) Comptroller   | : | Member   |
| (d) Director of Instruction (PGs)                         | : | Member   |
| (e) All Deans   | : | Members  |
| (f) All staff advisers                                    | : | Members  |
| g) Physical Education faculty of the constituent colleges | : | Members  |



h) \* Senior most Physical Education

Faculty nominated by the Chairman : Member Secretary

\* **Until the post of Student Welfare Officer is created**

3. The Council shall function as per Regulations prescribed from time to time.

4. The Sports and Cultural Council shall meet as and when necessary at the discretion of the Chairman.

**(IV) Sub-Committees of the Board of Management:**

(1) The Board shall constitute, as and when necessary, a Sub-Committee of its members, on any subject coming under its purview. The Sub-Committee shall also perform such duties as entrusted by the Board of Management.

**25. Functions of the Board of Management:**

*[Section 28(k) of the Act]*

**(1) Powers of the Board of Management:**

In addition to the powers laid down in Section 28 of the Act, the Board of Management shall exercise the following powers.

- (a) To make statutes and amend or repeal them.
- (b) Establish a new faculty in consultation with the Academic Council.
- (c) Approve the institution of all the Teaching / Research / Extension posts of the University of the level of Assistant Professor and above on the recommendation of the Academic Council.
- (d) Establish and maintain Colleges, hostels, laboratories, experimental livestock and Fisheries Farms and other facilities necessary for carrying out the purpose of the Act.
- (e) Institute and confer degrees, diplomas and other academic distinctions.
- (f) Institute, maintain and award scholarships, fellowships, studentships, medals, prizes and awards.
- (g) Accept, on behalf of the University, trust, bequest, donation and transfer of any movable or immovable property made to it.
- (h) Enter into contract on behalf of the University.
- (i) Create all Teaching / Research / Extension / Scientist posts and also service personnel posts and to abolish such posts on the recommendations of the Vice-Chancellor in respect of service personnel posts and on the recommendations of Academic Council in respect of Teaching / Research / Extension / Scientist posts.
- (j) Submit to the Government legislative proposals which it may consider necessary for the betterment of Veterinary, Animal, Dairy, Fishery and Wildlife Sciences. To approve the annual report containing the review of the progress made in different spheres of activities of the University.

**(2) Meetings of the Board of Management:**

- (a) The Board of Management shall normally meet at its main campus or at its other campuses as decided by the Vice-Chancellor in consultation with the Board.
- (b) Six members of the Board of Management shall form the quorum. In case there is no quorum in a meeting, a second meeting shall be convened after 30 minutes on the same day for which no quorum is required.
- (c) The Ex-officio members of the Board of Management shall draw daily and traveling allowances as per the rules governing them in their parent body. Other members of the Board of Management shall be paid daily allowance, traveling allowance and sitting fees as prescribed by the University from time to time. The ex-officio members are entitled for sitting fees similar to that of other members of the Board.



- (d) The proceedings of the Board of Management shall be recorded by the Registrar within 15 days and after the approval of the Vice-Chancellor or the presiding officer, as the case may be, shall be circulated among its members.
- (e) If no exception is taken by any member present at the meeting to the correctness of the proceedings, within seven days from the date of circulation / receipt of the proceedings, they shall be deemed to be correct. If exception is taken within the time aforesaid by means of a letter addressed to the Registrar specifying the points which require correction in the proceedings, the same shall be brought forward at the next meeting of the Board of Management for confirmation of correction by such of the members present when the business to which the proceedings referred was transacted.
- (f) The Vice-Chancellor or in his absence, any member chosen by the members present shall preside at a meeting of the Board of Management.
- (g) All issues at any meeting of the Board of Management shall be decided by a majority of the votes of the members present and voting. In the case of equality of votes, the Vice-Chancellor or the member presiding, as the case may be, shall have and exercise a second or casting vote.
- (h) The Board of Management may for purposes of consultation, invite any person having special knowledge or practical experience in any subject under consideration to attend any meeting. Such person may take part in the proceedings of such meeting but shall not be entitled to vote. Further the person so invited shall be entitled to such daily sitting and traveling allowance as are admissible to any member of the Board of Management.

#### **26. Functions of the Academic Council:**

[Section 30(1) (2) (3) of the Act]

1. In addition to the powers and duties mentioned in section 30 of the Act, the Academic Council shall have the following powers:-

- (a) To make recommendations to the Board of Management to conduct convocations for the conferment of degrees.
- (b) To make recommendation for the creation of additional faculties when found necessary, for the approval of the Board of Management.
- (c) To make recommendations to the Vice-Chancellor to modify the regulations regarding admission of students to the University provided, the modifications made are in conformity with the rules and regulations of the Govt. of Karnataka and VCI or any other Statutory Regulatory Authorities that is already in force and that may be issued from time to time in this regard by the Government.
- (d) To make recommendations for the approval of the Vice-Chancellor regarding the fixation, payment and receipt of fees and penalty for non payment in time by the students of the University.
- (e) To make recommendations to the Vice-Chancellor to reserve seats in the Colleges for the nominees of ICAR/VCI/GOI and for NRI/FN/NRI sponsored eligible candidates etc.,
- (f) To make recommendations to the Board regarding the qualifications to be prescribed for the officers of the University other than the Chancellor, Pro-Chancellor and Vice-Chancellor provided, that the qualifications prescribed for the officers shall be in conformity with the qualifications prescribed by the ICAR/UGC.



2. In the absence of the Vice-Chancellor, the Academic Council may elect one of the members present as the Chairman for that meeting.

3. All questions at any meeting of the Academic Council shall be decided by a majority of votes of the members present and voting and in the case of equality of votes: the Chairman shall have and exercise a second or casting vote.

4. The proceedings of the academic Council shall be recorded by the Registrar and circulated among the members after approval by the Chairman.

5. If no objections are raised by any member who was present at the meeting to the correctness of the proceedings within 15 days from the date of circulation of the proceedings they shall be deemed as correct. If objections are raised within the time aforesaid by means of a letter addressed to the Registrar specifying the points which require corrections in the proceedings, the proceedings relating to those items shall be brought forward at the next meeting of the Academic Council for confirmation or correction by such of the members as were present when those items were discussed earlier.

6. In addition to the members listed in clause 1 of section 29 of the act, the following shall be the members of the academic council.

- (a) Director, Institute of Animal Health and Veterinary Biologicals,
- (b) A Joint Director nominated by the Director, Institute of Animal Health and Veterinary Biologicals

#### **27. Functions of the Finance Committee:**

*[Section 35(2) (IV) of the Act]*

The Finance Committee shall perform such other functions and duties concerning the finances of the University as may be necessary. It shall meet at least thrice a year.

#### **28. The Board of Studies:**

*[Section 36 of the Act]*

1. As prescribed in section 36 of the Act, the University shall have a separate Board of Studies for each faculty.

2. The Chairman of the Board of Studies of each faculty shall be the Dean of the constituent College / affiliated colleges. In case a faculty has more than one Dean, the Chairman of the Board of studies shall be on rotation every one year duly nominated by the Vice-Chancellor, every time.

3. The Board of Studies for each Faculty i.e. Veterinary and Animal, Dairy and Fisheries Sciences shall have the following members:

- |   |   |          |
|---|---|----------|
| a) Dean of the Faculty  | - | Chairman |
| b) Registrar  | - | Member   |
| c) Director of Instruction<br>(Post Graduate Studies)   | - | Member   |
| d) Other Deans  | - | Members  |
| e) Director of IAH & VB   | - | Member   |
| f) One Joint Director of IAH & VB nominated by the Vice-Chancellor  | - | Member   |
| g) All Professors & Associate Professors of the faculty   | - | Members  |
| h) Two Assistant Professors of the faculty to be nominated by the Vice-Chancellor                         | - | Member   |
| i) One expert in the subject concerned from outside the University to be nominated by the Vice-Chancellor | - | Member   |



4. The term of Office of the nominated and co-opted members shall be two years.
5. The duties of the Board of studies shall be:
  - a) To propose to the academic council, the courses of study and admission criteria for the various programmes of instructions offered in respective faculty of the University.
  - b) To propose to the academic council the curricula, syllabus and Examination pattern of all the courses and programmes.
  - c) To recommend to academic council the establishment of new Institute /department / unit / sub-division and also abolition and reconstitution of existing /department/ Unit/Sub division.
  - d) The Board of studies shall exercise such powers and perform such other duties as directed by the Academic Council.
6. The Board of studies shall meet atleast twice a year. However, a special meeting may be called by the Chairman if necessary.

#### CHAPTER - V

#### **29. Method of Recruitment of teachers and other employees in the University:**

*[Section 52(d) of the Act]*

1. The cadres, method of the recruitment and conditions of service of the employees other than teachers in the University shall be prescribed by Regulations.

(2) The cadres, methods of recruitment and conditions of service of the teachers in the University and affiliated colleges shall be as prescribed herein.

(a) Teachers / Scientists / Extension Specialists shall be appointed by the Vice-Chancellor with the approval of the Board in any of the following cadres.

(i) Professor

(ii) Associate Professor

(4) Assistant Professor

(b) The posts in the cadre of Instructors, which are in existence at present, shall stand abolished one by one as and when the present incumbents vacate the posts.

(c) The qualification of Teachers, Scientist and Extension Specialists shall be as stipulated by UGC/ICAR from time to time with the approval of the University.

(d) In making direct recruitment/promotion to the posts of Teachers reservation of the posts in favour of candidates belonging to the Schedule Castes / the Schedule Tribes and Other Backward Classes shall be made as determined by the State Government from time to time.

(e) The constitution of selection committee shall be as per the UGC/ICAR guidelines / norms.

(f) The carrier Advancement Scheme shall be as stipulated by UGC/ICAR.

(g) However, the selection through direct recruitment for Backlog posts shall be done through a Local University Level Committee under the Chairmanship of the Vice-Chancellor duly following the regulations prescribed by the Government from time to time.

(h) The scale of pay, incentives and service conditions of teachers shall be as stipulated by UGC / ICAR from time to time.

(i) Ordinarily Teachers shall be started on the minimum of the scale of pay. But, the Board may as and when necessary to meet the best interest of the University give a higher starting salary after recording the reasons thereof. The University shall prescribe the



circumstances under which higher starting salary can be allowed and guidelines to be drawn for this purpose.

- (j) No Teacher shall be entitled to be in the service of the University after he / she attains the age of 60 years or as amended from time to time.

**30. The powers and duties of the officers, teachers and other employees of the University:**

[Section 52(e) of the Act]

Duties and responsibilities of Teachers (including Research and Extension workers) shall be as follows.

- i. Conduct Teaching or / and Research or / and Extension work of the highest possible order in his field of specialization.
- ii. Serve the University in any capacity for which he is found suitable in his particular grade and according to assignments made by the Vice Chancellor to achieve a close co-ordination and integration of Teaching, Research and Extension.
- iii. Undertake responsibilities concerning student welfare activities including Hostel management, as per assignments made by the Vice Chancellor on the recommendation of the Deans.
- iv. All other duties assigned by their Controlling officers / Vice-Chancellor

**31. Evaluation of Staff :**

(1) Every year and before the commencement of the academic year, there shall be a careful and objective evaluation of every Officer, other than those mentioned under sub-section (1) (2) and (3) of section 10 of every teacher and service personnel of the University in order to have an estimate of the quantity and quality of work done and the attitude and behavior of every individual.

(2) The evaluation referred to in clause (1) shall be done by the following:

- (a) The Vice-Chancellor in respect of all Officers other than those mentioned in sub-sections (1), (2) and (3) of section 10, based on the evaluation reports received from appropriate officers to be named by him concerning those under the supervision of the named officers,
- (b) The Officers in respect of all their subordinates other than those mentioned above, based on the evaluation reports received from their appropriate subordinates to be named by them, concerning those under the supervision of the named officers.

(3) The evaluation reports which shall be treated as confidential shall be prepared and transmitted, excepting in the cases of the reports to be prepared by the Vice-Chancellor, to the Officers immediately above the rank of the person preparing the report, for safe and personal custody, to be filed along with the bio-data of every individual. The Officer receiving these reports shall, if necessary, record his own impressions of the concerned individual in these reports.

(4) Whenever promotion of an individual or disciplinary action against an individual is contemplated, due regard shall be had for the evaluation reports referred to in the preceding clauses.

**32. Disciplinary actions:**

(1) The following authorities shall deal with disciplinary cases and shall be vested with powers to inflict suitable punishment, subject to the appellate authorities as prescribed under this statute.



- (a) A Committee consisting of Heads of Divisions with the Dean / Director of Extension / Director of Research or an Officer nominated by the Vice-Chancellor as Chairman in respect of disciplinary cases involving students, teachers and service personnel in the Divisions below the Heads of Divisions. Appeals from the decision of this Committee shall be dealt with by the Committee mentioned under clause (b) of this Statute in the case of students, teachers and service personnel. Further, the Board shall deal the case of all staff and Officers of the rank of Assistant Professor and above.
- (b) A Committee consisting of the Dean and Directors of Research and Extension with the Registrar or one of the Directors / Deans nominated by the Vice-Chancellor as Chairman in respect of disciplinary cases, involving teachers, Officers and staff of the rank equivalent to Heads of Divisions. This Committee shall be the appellate authority to deal with certain appeals specified under clause (a) of this Statute.
- (bb) A Committee consisting of the Comptroller/ any other Officer identified by the Vice Chancellor with the Comptroller as Chairman in respect of disciplinary cases involving service personnel below the rank of Officers of the Karnataka Veterinary, Animal and Fisheries Sciences University specified under section 10 of the Act. The appellate authority to deal with these disciplinary cases shall be the Board.
- (c) The Board shall appoint a Committee to deal with disciplinary cases involving all University employees not mentioned under clause (a), (b) & (bb) of this Statute and other than those mentioned under Section 10(1), (2), (3) of the Act as well as to dispose off the appeals from the decisions of the Committee mentioned under clause (b) of this Statute.
- (d) In case of disciplinary action involving punishments of dismissal, removal or reduction in rank, the principle laid down in Article 311 (1) of the Constitution with reference to Government servants, namely, that such punishments shall not be inflicted except by the appointing authority or any other authority to which the appointing authority is subordinate, shall be followed.
- (2) The above disciplinary actions are subject to the prescribed code of conduct for the employees under KCS (CCA) Rules 1957/C & R Regulations and for students as per the academic regulations.

#### CHAPTER - VI

### **33. University Funds:**

*[Section 37(3) of the Act]*

#### **1. Manner of handling of University Funds:**

- (1) The Comptroller shall receive all money on behalf of the University and shall deposit it in a Nationalized Bank. He / she will invest unspent fund, if any when considered possible to keep in short term deposit in any Nationalized Bank or scheduled Bank which is included in the list of scheduled Bank by Reserve Bank of India under Bank Regulation Act, 1949 with the approval of the Vice-Chancellor. He / she may prematurely withdraw the Short Term Deposits / Overdraft with the approval of the Vice-Chancellor in the event of essential need of funds to the University as determined by the Vice-Chancellor.
- (2) He / She shall from time to time make available by transfer necessary funds required by the University Officers, Head of Institutions including Research Stations and other units.



- (3) He / She shall maintain overall accounts for the University. All the units who operate Bank Accounts as per clause (2) above, shall render necessary monthly accounts to the Comptroller or as directed by him in the matter.
- (4) He / She shall authorize payment of pay and allowances of all University officers and shall maintain detailed record thereof. The University officers shall authorize payments of pay and allowances to the Heads of stations / Centre under their control and shall maintain the detailed records thereof.
- (5) He / She shall maintain accounts for all payable advances, provident fund, endowment funds and other funds.
- (6) He / She shall arrange for the maintenance of separate accounts for various accounts that do not pertain to the University viz, Scholarships received from outside authorities, funds relating to extra curricular activities of the students etc., He shall, with the approval of the Vice-Chancellor, authorize any employee of the University to maintain the said accounts.

### 2. Maintenance of Accounts of the funds:

- (1) **The Comptroller shall be responsible for maintaining the accounts under the following broad heads:**
  - (a) Separate heads for each scheme or expenditure which is eligible for a block grant or a matching grant from the Government or other bodies:
  - (b) Separate Head for each Department or unit
  - (c) For such other units as shall be decided by the Comptroller in consultation with the bodies/employees concerned.
  - (d) He shall issue standing orders regarding the manner in which the accounts are to be rendered / kept by the various officers and on other matters relating to maintenance of account of the University Funds.

### 3. Receipts:

- (a) All receipts due to the University shall be caused to be remitted direct into a Scheduled Bank under the respective heads of accounts of the University by the Authorized drawing and disbursing officer.
- (b) The Comptroller shall authorize any employee of the University to collect the revenue from any source wherever the remittance in the Scheduled Bank is not feasible for specific reasons. In such cases, the authorised employee shall remit the collections of the day, into the Scheduled Bank Account of Drawing and Disbursing officer on the following working day. Wherever the Bank is not located in the headquarters remittances shall be made on the last working day of the week or whenever the collection exceeds Rs.5000/- whichever is earlier. However, no cash remittance shall be made to the University Bank Account. The revenues shall be remitted to the Bank Account of Drawing and Disbursing officers and Drawing Officers inturn remit the collections to the Comptroller with full details of Abstract Account No. and Detailed Account No. when such collection exceeds Rs.25,000/-.
- (c) Grants to the University from the State and Central Government, from funding institutions like ICAR, ICIR or Indian Institute of Social Sciences or any other authority recognised by the Government of India or the State Government shall be received by the Comptroller and remitted into the Schedule Bank.



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(d) Tuition, examination and other fees due from the students shall be collected by the respective institutions under the authority of the Head of the Institutions concerned and remitted into the Schedule Bank of the drawing officer. The drawing officers in turn remit the collections to the Comptroller by Demand Draft with full details of Abstract Account No. and Detailed Account No. when such collections exceeds Rs 25,000/-.

#### 4. Budget:

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(1) The Comptroller shall prepare the budget estimates for the University and place it before the Vice-Chancellor for getting the approval of the Board of Management. The procedure for collecting the required data and material for finalisation of the Budget proposal shall be as prescribed from time to time with the approval of the Vice-Chancellor. Particulars about the receipts in respect of fee, rent from buildings and the receipts shall be shown separately in the budget of the University.

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(2) If an occasion arises, to incur an expenditure not authorised in the annual financial estimates as approved by the Board of Management, the Vice-Chancellor shall authorize the incurring of the expenditure if it relates to inevitable items of payments. All such cases shall first be placed before the Finance Committee and then to the Board of Management for ratification.

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(3) After the closure of the financial year the Comptroller shall prepare a statement of the excess expenditure and / or savings, as the case may be, for placing before the Board of Management by the Vice-Chancellor for getting the ratification of the Board.

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(4) If an excess expenditure under one head can be met from the savings of another head, the Vice-Chancellor shall permit re-appropriation of funds other than Salary, TA and Medical Allowance on the recommendation of the Comptroller subject to the rules and guidelines of the government.

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(5) For incurring an expenditure on new schemes or Civil Works not contemplated in the financial statement of that year, the Comptroller shall prepare a supplementary statement showing the estimated amount of expenditure to be placed before the Finance Committee and the Board of Management, for consideration. However, the initial expenditure on the schemes financed by outside agencies will be met from the University funds in anticipation of release of funds by the respective / concerned agencies. Wherever the schemes are sanctioned to the University on matching grant basis, such schemes requiring less than Rs.Ten lakhs each as matching share of the University be implemented by re-appropriation of funds under the authority of the Vice-Chancellor. Those schemes requiring more than Rs.15.00 lakhs (Rupees Fifteen Lakhs only) each to be placed before the Board of Management for necessary sanction.

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#### 5. Authorised Drawing and Disbursing Officers:

(1) The authorised officer shall draw funds required for his / her office establishment, contingencies etc., in the manner prescribed by the University. Comptroller shall authorize any employee of the University upon the approval of the Vice-Chancellor for drawing any funds of the University. Such authorized person shall draw the bills pertaining to establishment, contingencies etc., required for the College / Institution / Centre which is under his / her control in the manner prescribed by the Comptroller.

(2) Such authorized employee shall operate the Bank accounts as directed by the Comptroller.

(3) In the Office of the Comptroller all bills relating to pay, allowances, contingencies, etc., received from other constituent units shall be processed by the authorised employee. The authorised employee shall maintain proper accounts and acquaintances. The authorised employees at other centers shall draw bills and issue cheques for payments more than Rs.1,000/- and maintain



proper accounts and acquaintances. All authorised employees shall take such safeguards and checks to ensure that the money drawn is on proper bill supported by proper sanctions.

- (4) All authorised employees shall prefer claims according to the financial sanctions and powers delegated to them by the competent authority. Each contingent bill should be accompanied by sanction order issued by the competent authority.
- (5) All amounts shall be drawn only after the supplies are received or services rendered. In exceptional cases where the amount is required to be paid in advance, the concurrence of the Comptroller should be obtained. In such cases, the advance drawn should be adjusted by detailed bills as soon as supply is received or services rendered.
- (6) Every authorised employee shall be given a permanent advance to meeting unforeseen and petty expenses for carrying out his / her duties and responsibilities. The amount of permanent advance shall be fixed by the Vice-Chancellor on recommendation of the Comptroller.
- (7) The Comptroller shall issue standing orders regarding preparation of bills, furnishing of certificates and other procedural matters.

**(6) Delegation of Financial powers:**

- (1) The officers and other employees of the University shall exercise such financial and sanctioning powers as per the powers delegated in writing subject to the general control of immediate superior and the Vice-Chancellor, provided that the Vice-Chancellor may order that an officer or employee shall not exercise a particular power or shall exercise the power with such modifications as he considers necessary.
- (2) The financial powers to be exercised shall be subject to the availability of funds in the budget and to the prescribed rules and procedures.
- (3) The Vice-Chancellor may delegate such powers to an officer or employee and may withdraw the powers so delegated from any such officer or employee as he deems necessary.

**34. Other funds of the University:**

*[Section 39 of the Act]*

**35. Recognition of certain institutions:**

*[Section 50 of the Act]*

**CHAPTER – VII**

**36. The Constitution of pension fund, gratuity fund and provident fund for the benefit of the officers, teachers and other employees of the University:**

*[Section 38 read with Section 52(f) of the Act]*

1. These statutes shall be applicable to transferred employees; and to the employees appointed in the University as indicated herein:

- (1) With effect from 01-04-2005 in respect of the employees transferred from the University of Agricultural Sciences, Bangalore and the University of Agricultural Sciences, Dharwad; and
- (2) With effect from 01-04-2006 in respect of the employees transferred from the Institute of Animal Health and Veterinary Biologicals.

2. In respect of employees appointed in the University on or after 01-04-2006, the Contributory Pension Scheme [vide G.O. No. FD (SPL) 04 PET 2005 dated 31-03-2006] applicable to the State Government Servants, as amended from time to time, shall be applicable.

3. The words pay, emoluments, pension, family pension, commutation of pension, DCRG, gratuity, terminal benefits, voluntary pension, invalid pension, qualifying service, etc., shall have the same meaning



and definitions as defined in the Karnataka Civil Service Rules and Karnataka Government Servants (Family Pension) Rules, 2002, as amended from time to time.

4. (i) In respect of employees of the University who have earlier rendered service in any department of Government of Karnataka or Government of India or ICAR or Central Universities in India or Central Autonomous Bodies or in case of absorption in public interest, pensionary benefits shall be admissible subject to the Government orders or guidelines if any from time to time.

(ii) Such service shall be treated as qualifying service only for pension in respect of such employees. The Vice Chancellor shall have the power to approve the same subject to the condition that in each case the pension contribution on a pro-rata basis shall be paid by the previous employer concerned for the service rendered outside the University.

5. The pension contribution referred above shall be payable;

(i) In respect of employees already working in the University, within a period of one year from the date of coming into force of these Statutes;

(ii) In respect of employees entering the service of University after coming into force of Statutes, within one year from the date of such entry; and

(iii) In case of belated payments, simple interest at the rate of 6 per cent per annum shall be levied on the pension contribution so outstanding till the date of its remittance to the University fund.

6. Employees transferred from the service of the UAS, Bangalore, UAS, Dharwad, IAH & VB, Hebbal, Bangalore, and who are governed by the contributory provident fund scheme will be deemed to have opted for pension scheme of the University. The employer's share of contribution with accrued interest thereon available in the provident fund account of the employee shall be transferred to the pension fund of the University. The subscription of the employee along with the interest thereon shall be transferred to the General Provident Fund account of the subscriber.

7. For the classification of pension and conditions of grant of pension the provisions of the KCSR, as amended from time to time, shall be adopted.

8. The Karnataka Government Servants (Family Pension) Rules, 2002, as amended from time to time, shall be adopted in respect of grant of family pension.

9. Commutation of pension is permissible in the same manner and subject to the same conditions as prescribed in the KCSR, as amended from time to time.

10. The payment of pension / DCRG / family pension / anticipatory pension / invalid pension and all other pensions shall be made through nationalized banks.

11. The employee through the drawing officer shall make the application for grant of pension etc., in the form prescribed in the KCSR, well in advance. The drawing officer shall prepare the pension papers one calendar year in advance and forward the same to the Registrar. The Registrar shall verify and record a certificate of satisfactory service or otherwise, and forward the pension papers to the Comptroller. The Comptroller shall communicate the pensionary benefits admissible to the Registrar. On retirement of the employee the Registrar, with approval of the Vice Chancellor, shall issue the sanction order. On receipt of the sanction order along with the pension papers the Comptroller shall issue the pension payment order.

12. The pension and gratuity fund shall comprise of the contributions by the University, including interest accrued thereon in the contributory provident fund account of the employees who are deemed to have opted for the pension scheme. The amount so accrued shall be transferred to the pension fund.

Explanation: Contributions means the contribution by the University either in monthly installment or in a single installment at any time before the close of the financial year, equal to twenty five per cent of



the basic pay drawn by the employee governed by these Statutes and the grants received from the State Government towards constitution of pension and gratuity fund.

**37. General Provident Fund:**

1) The individual General Provident Fund Accounts shall be maintained in the KVAFSU, Bidar w.e.f.01-04-2005 in respect of General provident Fund Accounts transferred to KVAFSU, Bidar from UAS, Bangalore & UAS, Dharwad. All the permanent employees of the University who have joined on or before 01-04-2006 should subscribe and contribute 10% of basic pay to the General Provident Fund Account.

2) Regarding the rules to the mode of subscription, calculation of interest, sanction of advance such as temporary, partial final and final withdrawals, the provisions contained in the Karnataka General Provident Fund Rules 1957 and amendments issued from time to time shall apply. Wherever the words "Government" and "Accountant General" appear in the relevant rules the words "University" and "Comptroller" will have to be substituted respectively.

3) As regards to General Provident Fund accounting and maintenance of bank accounts and investments, the procedures are as under;

4) Any cash balance of the above fund in excess of Rs.10.00 lakhs shall be invested in fixed deposit of the scheduled banks, Government securities, National Savings Certificate as approved by the Vice-Chancellor from time to time.

5) Advance may be given to the University employees who voluntarily apply for such loans out of the General Provident Fund for specific purposes of purchase of Site / House Building / House Purchase / House repair and conveyance.

On these advance, interest @1.5% above the interest payable by the University to the General Provident Fund subscriber shall be charged.

The rules relating to the grant of these advances as prescribed in KFC shall apply to these loans except in respect of recoveries and eligibility of advance. The procedure of recovering in equated installments of both principle and interest together will be adopted.

The interest payable on such loans obtained from General Provident Fund shall be computed on monthly basis and shall be payable along with the monthly installment of recovery towards the principle.

**38. Nomination of Beneficiary, Freedom from Liability:**

1) A Subscriber shall file in the Office of the Comptroller a declaration in a form approved by the Comptroller, showing how he wishes the amount of his accumulation in the fund to be disposed off in the event of his / her death. If the subscriber has dependant(s) he/she shall not be permitted to nominate a non-dependant. The subscriber may, from time to time change his / her nominee (s) by a written notice duly witnessed to the Comptroller. A register of such nominees shall be kept in the University office under the custody of the Comptroller.

2) Any sum, standing to the credit of a subscriber to the Fund at the time of his / her death and payable to a dependant or a nominated beneficiary of the subscriber or to such other person as may be declared by the law, shall be subject to deductions to satisfy debts to the University, but shall not be attached because of any other debts or liability incurred by the dependant or beneficiary before the death of the subscriber.

3) KSCR 302 (V) The nomination made by the subscriber who has no family shall become invalid on his subsequently acquiring a family.



**39. Group Savings Linked Insurance Scheme:**

There shall be Group Saving Linked Insurance Scheme (GSLIS) for the employees transferred from UAS Bangalore & UAS Dharwad. The rules prevailing at the time of separation of the University shall be applicable to the subscribers already joined before the formation of the University. This scheme shall also be applicable to the new recruits who joins on or after 01-04-2005.

**CHAPTER-VIII****40. Holding of Convocation and conferment of degrees and award of diplomas:**

[Section 52(g) of the Act]

**1. Convocation:**

(1) Convocation shall be held by the University for the conferment of degrees, and diplomas and other academic distinctions, as per the recommendations of the Academic Council and Board of Examinations and approved by the Board. The degree shall be conferred to all eligible candidates either in person or in absentia, irrespective of the fact that whether the candidate has applied or not. Whenever a candidate has not applied for the Convocation /applied in person but not turned up for the Convocation and wants to receive degree certificate in person during the subsequent Convocation on specific request and payment of required fee may be permitted to do so. However the name of such candidate shall not be repeated for the second time in the Registry of Graduates. The procedure for admission to the Convocation and the conduct and proceedings of the Convocation shall be as prescribed in the Regulations.

(2) The date and place of Convocation and other important events of the University shall be recommended by the Vice-Chancellor for the approval of the Board. The Vice-Chancellor in consultation with other officers of the University shall arrange for the details of the programme including the persons to be invited for the event.

**41. Award of Degrees and Diplomas:**

The Board of Studies and the Academic Council shall recommend to the Board the award of Degrees and Diplomas. The procedure for the same shall be as approved by the Academic Council.

**42. Institution of Degrees and Diplomas:**

[Section 52(h) of the Act]

(1) The University shall, when so approved by BOS and approved by Board, grant to an enrolled student who has met the Academic requirements of the University a Bachelor's Degree as follows:

- (i) Bachelor of Veterinary Science and Animal Husbandry, (B.V.Sc. & A.H.)
- (ii) Bachelor of Fisheries Sciences (B.F.Sc.)
- (iii) Bachelor of Technology (Dairy Technology), [B.Tech. (D.Tech.)]
- (iv) Other Bachelor Degrees as decided by the Academic Council

(2) An enrolled student, in order to earn Bachelor's Degree, shall creditably have completed in the University or acquired by approved transfer course credits applicable to the particular degree and shall have earned an overall Grade Point Average of 5.00/10.00 for the course completed in the University. In Addition to the above, the student shall in the judgment of the faculty, possess good moral habits and a high standard of honesty.

(3) A Bachelor's Degree shall require the completion of a curriculum of courses developed by the Board of Studies and approved by the Academic Council.



- (4) An enrolled student, who has met the requirements of the University for a particular degree in a superior manner as determined by the overall Grade Point Average, shall be awarded the degree with such Academic Distinction as may be recommended by the Council.

#### 43. Institution of Advanced Degrees:

- (1) The University may, when so recommended by the Board of Studies and Academic Council and approved by the Board, offer such postgraduate instruction and research training and will qualify students for the award of

- (a) Master of Veterinary Science (M.V.Sc.)
- (b) Master of Technology (Diary Science) [M.Tech. (D.Sc.)]
- (c) Master of Fisheries Science (M.F.Sc.)
- (d) Doctor of Philosophy (Ph.D.)
- (e) Diploma as and when approved by the appropriate authorities

In accordance with details developed by the concerned Board of studies and approved by the Academic Council, a student shall have completed in a creditable manner in the University at least 64 credits applicable to the particular degree inclusive of the credits which will be allotted for the thesis submitted by the students on completion of research project conducted either in the University or any of the Institutions recognized for the purpose by the Academic Council.

Provided that not less than 12 credits shall be allotted for completing the research on thesis work. In addition the student shall have satisfactorily passed an oral examination covering his thesis and post graduate work.

- (2) The University shall have authority to offer post graduate instruction and research training leading to the Degree of Doctor of Philosophy at such future time when adequate staff facilities become available as determined by the Academic Council and approved by the Board.
- (3) In accordance with the detail setout by the Board of studies and approved by the Academic Council a student shall have completed in a creditable manner in the University or acquired by approved transfer at least 144 credits beyond the Bachelor degree inclusive of credits allowed for a comprehensive research project, conducted either in the University or in a Institution recognised for the purpose by the Academic Council and submitted as an acceptable thesis, to meet the requirements of the degree of Doctor of Philosophy.

Provided that not less than 45 credits shall be allotted for completing the research work.

Provided further that a student shall also have demonstrated in a conclusive manner, as decided by the examining body of the faculty, that he possess outstanding competence in the field of specialization.

#### 44. Conferment of Honorary Degrees:

[Section 52(i) of the Act]

- (1) The Honorary Degree of Doctor of Science shall be conferred upon a person on the ground that he is, by reason of eminent position and attainments or by virtue of his contribution of learning or eminent services to the cause of Veterinary / Animal Sciences / Fisheries / Diary Development, research and development.
- (2) The Board shall subject to prior approval by the Chancellor, have powers to confer the Honorary Degree, on the recommendations of the Academic Council, with at least a two-third



majority of the members present at the Academic Council meeting and the Board Meeting, approving the same.

(3) The Honorary Degree shall be conferred on such person at a Convocation or at a special Convocation and may be taken in person.

(4) The presentation of the person at the Convocation on whom the Honorary Degree is to be conferred shall be made by the Vice-Chancellor, or by a person nominated by him, in this regard.

**45. Institution of fellowships, Scholarships, studentship bursaries, medals and prizes:**

[Section 52(l) of the Act]

(1) Appropriate Committees shall be constituted by the Academic Council for the institution of fellowships, Scholarships, studentships, medals and prizes.

(2) The award of fellowships, etc., mentioned in (1) above, shall be as per the Regulations formulated from time to time by the Academic Council.

(3) Funds and Endowments for the fellowships etc., mentioned in (1) above, shall be placed at the disposal of the University from a portion of money available under General Fund with the prior approval of the Board and shall be granted by the University as per the recommendations of the appropriate committee.

**46. Maintenance of register of registered graduates:**

[Section 52(m) of the Act]

**(1) Registration of Graduates:**

The Registrar shall maintain a Register of registered graduates in the form determined by the Board for the purpose.

**(2) Eligibility for Registration:**

All graduates of the University who have completed five years after graduation shall be eligible for registration as registered graduates of the University.

**Explanation:** For purposes of this clause, the date of Convocation on which a person is admitted to the degree either in person or in absentia shall determine the date of graduation.

**(3) Procedure and Fee:**

Any graduate who wishes to register himself / herself as a Registered Graduate of the University shall apply in the prescribed application form to the Registrar by paying a prescribed fee. The Registrar thereafter, enters the name of the graduate in the register and retain his / her name in the register for lifetime.

**(4) Annual Revision:**

The Register of registered graduates shall be revised and corrected on the first day of January each year. Any registered graduate who wishes to have any correction in the entries relating to him shall make an application to the Registrar before the 10<sup>th</sup> day of December preceding that year.

**(5) Procedure for removal of names of deceased:**

(a) The Registrar, on enquiry is satisfied that a registered graduate is dead, he shall take action to remove the name of such deceased person from the register.

(b) After registration as a registered graduate, any person for any reason is deprived of his / degree(s), he shall cease to be a registered graduate of the University. The Registrar shall take action to remove his name from the register.



**CHAPTER - IX****47. Admission of students to the University their enrolment and continuance as such.****Eligibility for the conferment of degrees and award of diplomas:***[Section 52(n) and (o) of the Act]***1. Qualification for students Admission:**

(1) The minimum academic attainment for admission to the University shall be recommended by the Academic Council.

(2) In addition to the prescribed academic attainments a candidate for admission to the University shall possess good moral habits and such other personal and physical pre-requisites as may be determined by a committee to be nominated by the Vice-Chancellor.

(3) A candidate who has been found to be qualified for admission to the University shall be notified by the Registrar.

**2. Credit for previous studies and experiences for advance standing:**

(1) All enrolled students may be granted course credit(s) for academic attainment procured outside the University subject to approval of the Admissions Committee constituted by the Academic Council on the following conditions.

(a) Satisfactory completion of similar course in another similar University which has reciprocity standing with the University, and/ or

(b) The student demonstrates, by a comprehensive examination conducted by the appropriate faculty that he earned Grade B or above in the subject covered by a course(s) in the curriculum for the degree. Any such credit granted to an enrolled student shall be entered on the record of the student as Approved Transfer Credit(s) for a specific course or courses.

**3. Evaluation of student performance and award of degrees:**

The course Grade earned by an enrolled student for conferment of degree shall be determined by the teacher who is incharge of and conducts the course, in accordance with Regulations proposed by the Board of studies and approved by the Academic Council. Consideration shall be given by the teachers to-

(a) Daily-class performance

(b) Interim examination

(c) Terminal examination and

(d) Other factors specified in the Regulations

**4. Students Indiscipline, Academic probation and Dismissal:**

The Regulations and procedures governing student conduct, probation and dismissal shall be drawn by an appropriate committee to be appointed by the Vice-Chancellor and the recommendations shall be approved by the Academic Council.

**5. Extra curricular activities of students:**

(1) All enrolled students shall be permitted to participate in extra-curricular activities without getting absenting for the scheduled examinations in case of B.V.Sc. & A.H. students. Participation in such activities shall be recommended by the Student Counselor through the respective Deans to the Registrar for the approval of the University.

(2) An enrolled student shall not engage in work for the University or outside the University, with or without compensation, when such work in the opinion of the Student Welfare Officer, will interfere seriously with the quality of the student class work.



**48. Courses of study:***[Section 52(o) of the Act]*

1. The University shall offer the programmes leading to the following undergraduate and postgraduate degrees / diplomas / certificates.
  - a) Bachelor of Veterinary Science and Animal Husbandry (B.V.Sc.&A.H.)
  - b) Bachelor of Technology (Dairy Technology) [B.Tech (D.Tech)]
  - c) Bachelor of Fisheries Science (B.F.Sc.)
  - d) Master of Veterinary Sciences (M.V.Sc.)
  - e) Master of Technology (Dairy Science) [M.Tech. (D.Tech.)]
  - f) Master of Fisheries Science (M.F.Sc.)
  - g) Doctor of Philosophy (Ph.D.)
  - h) Diplomas as and when approved by the authorities
2. These and other additional degrees, diplomas and certificates courses shall be offered by the University as decided by the Academic Council. The detailed rules and procedure, courses, curricula, method of examination and award of degrees shall be prescribed by the Vice-Chancellor on recommendations of Board of Studies and Academic Council.

**49. The conditions of residence of the students of the University and the levying of fees for residence in hostels maintained by the University:***[Section 52(q) of the Act]***1. Hostel and other housing facilities:**

- (1) An enrolled student of the University shall live in
  - a) His own house or the home of his parents
  - b) In a University hostel or
  - c) An approved accommodation for students
    - Regulations on this shall be framed by the Academic Council and administered by the Student Welfare Officer under the guidance of respective Deans.
- (2) The University may provide and operate, as deemed fit by the Board, in the best interest of the University, student hostels, and other housing facilities, for enrolled students. However it is not obligatory on the part of the University to provide accommodation to all the enrolled students.
- (3) An enrolled students who resides in a hostel or other housing facilities of the University is required to pay hostel fee as long as he resides in such accommodation. The amount of fee with the manner in which the said fee shall be paid, shall be prescribed by the Board.
- (4) The cost of meals and other cost related thereto shall not be covered by the hostel fee. It shall be handled separately as per regulations.
- (5) Regulations on hostel management and the conduct of students who occupy the hostel or other housing facilities shall be framed by the Academic Council and administered by the Students Welfare Officer in close association with Chief Warden / Warden under the supervision of respective Deans. The regulations shall also provide the manner in which the students shall participate in the management of the hostel occupied by them and also good management of University facilities.

**2. Cafeteria and other facilities:**

The University shall provide and operate for enrolled students and its employees such as cafeteria, hospital, recreational shopping and other facilities as deemed fit by the Board of



Management from time to time in the best interest of the University. Regulations on the subject shall be prepared and monitored by a Local Committee approved by the Vice-Chancellor.

**50. Recognition and supervision of hostels not maintained by the University:**

[Section 52(r) of the Act]

Approved accommodation recommended by the Local Committee may be recognized and supervised by the University. Details to be worked out by the University in this regard.

**51. The number, qualifications, emoluments and other conditions of service of officers, teachers and other employees of the University and the preparation of and the maintenance of records of their service and activities:**

[Section 52(s) of the Act]

**52. Conditions, subject to which persons may be recognised as qualified to give instruction in the hostels:**

[Section 52(u) of the Act]

Regulations and procedure governing the subject shall be framed by the committee constituted by the Board. Regulations shall be administered by the Student Welfare Officer.

**53. Conditions, mode of appointment and the duties of examination bodies, examiner and moderations:**

[Section 52(v) of the Act]

Regulations and procedure governing the subject shall be framed by the committee constituted by the Board and administered by the Registrar.

**54. Conduct of Examinations:**

[Section 52(w) of the Act]

Regulations and procedure governing the subject shall be framed by the Board of Examination.

**55. The remuneration and allowances including traveling and daily allowances, to be paid to persons employees on the business of the University:**

[Section 52(x) of the Act]

Regulations and procedure governing the subject shall be framed by the Board of Management. Regulations shall be administered by the Vice-Chancellor or such other officer as may to whom the power may be delegated by the Vice-Chancellor.

**CHAPTER- X**

**56. INSTITUTE OF ANIMAL HEALTH AND VETERINARY BIOLOGICALS**

[Section 8 of the Act read with Schedule - I Entry - 21]

1. The Institute of Animal Health and Veterinary Biologicals, Hebbal, Bangalore, is a constituent institute of the University by the operation of Section 8 read with Schedule-I of the Act. It shall continue to perform the activities of production of veterinary biologicals, diagnosis of animal diseases, research in the allied scientific fields and training.

**2. Equation of the existing cadres of the Institute with the cadres of the University:**

Following is the equation of different cadres of the Institute with the cadres of the University:

- i) The cadre of Director is equivalent to that of Dean / Directors of the University,
- ii) The cadre of Joint Director (Scientist-4) is equivalent to the cadre of Professor,
- iii) The cadre of Deputy Director (Scientist-3) is equivalent to the cadre of Associate Professor,



- iv) The cadre of Scientist-1 and 2 is equivalent to the cadre of Assistant Professor,
- v) The present incumbents of the above posts shall be treated to be on their "own pay and grade" till they are assessed/ recruited as per the University guidelines,
- vi) The Non-Technical cadres of the Institute will be equated to that of equivalent cadres existing in the University subject to the fulfillment of the qualifications prescribed for the posts as per University Cadre and Recruitment Rules, failing which they shall continue in the same post till their superannuation.
- vii) Wherever equivalent posts in the University are not available, they shall continue in the same post/s and will be governed by the respective Cadre and Recruitment Rules of the Institute.

**57. Delegation of financial and other powers to the Director, Institute of Animal Health and Veterinary Biological, Bangalore:**

[Section 59]

1. For effective and timely implementation of programmes associated with the health coverage of livestock and maximum utilization of National and International financial and other assistance, the Director, Institute of Animal Health and Veterinary Biological, Bangalore, shall:

- (a) Exercise such financial and other powers as are specified in Appendix-I, subject to the general control of the Vice-Chancellor, provided that the Vice-Chancellor may by an order direct that a particular power shall not be exercised or shall be exercised with such modification as he considers necessary from time to time.
- (b) The financial powers to be exercised shall be subject to the availability of funds in the budget and the scheme after following prescribed rules and procedures.

2. The present Accounts Section headed by the Deputy Comptroller shall be placed directly under the control and supervision of the Director.

3. The existing Head of Account and the budget provided under plan and non-plan schemes shall be continued with the Institute.

4. The Director shall be responsible for proper utilization of the funds sanctioned under the relevant schemes.

5. The present system of maintaining accounts under double entry system for the purpose of VAT shall continue, since the Institute is registered under the Commercial Tax Act with the Commercial Taxes Department.

6. The accounts, balance sheet, income and expenditure statement, receipt and payment statement etc., of the Institute shall be annually audited by the Statutory Auditor like Chartered Accountant appointed by the Vice-Chancellor from time to time for the purpose

7. However, for the purpose of internal audit and control of University, the accounts of the Institute shall be audited by the State Accounts Department of the Government of Karnataka.

8. The audited balance sheet of the Institute shall be appended with the annual accounts and balance sheet of the University for the purposes of the provision contained under Section 43 of the Act.

9. Separate Accounts shall be maintained by the Director in respect of purchases made on behalf of Institute for claiming tax rebate under the VAT. He shall also claim the rebate as soon as possible according to the VAT.

10. The Director shall utilize on top-priority basis the internal resources generated by the Institute to strengthen the activities of the Institute with the prior approval of the Board.



11. To achieve the mandates of each project sanctioned and funded by the Government of India and other Agencies, the Director shall utilize such funds under each scheme and maintain separate accounts for each project / scheme.

12. The Director shall sanction annual increment, leave, leave salary, T.A., arrears of pay etc., to the employees working under his control as per the existing rules as being followed by the University and as per the Statutes and Regulations contemplated in future. However, he shall not exercise any powers in respect of policy decisions, such as recruitment of employees, amendment to Cadre and Recruitment Regulations, transfer of employees etc., which lie with the University.

13. There shall be an Advisory Committee to oversee the implementation of the project / scheme sanctioned to the Institute and proper utilization of financial assistance granted to such project / scheme consisting of the following members.

1.	The Principal Secretary to Government, Animal Husbandry and Fisheries Department, Government of Karnataka.	... Chairman
2.	The Vice-Chancellor of the University	... Co-Chairman
3.	Registrar of the University	... Member
4.	The Director, Animal Husbandry and Veterinary Services, Government of Karnataka	... Member
5.	The Drugs Controller, Karnataka State, Bangalore	... Member
6.	The Deputy Secretary to Government, Finance Department, Government of Karnataka, (Nominated by the Finance Department)	... Member
7.	The Director, Institute of Animal Health and Veterinary Biologicals, Bangalore	... Member Secretary

14. The Advisory Committee shall meet at least once in a quarter and review the working of the Institute and suggest suitable measures for improvement. The Member Secretary to the said Committee shall fix the date and time of the meeting in consultation with the Chairman of the committee and Vice - Chancellor.

15. The Director shall take action to implement the recommendations of the Advisory Committee and submit compliance report to the Vice-Chancellor as soon as the proceedings are drawn up.

#### CHAPTER XI

#### REMOVAL OF DIFFICULTIES

##### 58. Removal of Difficulties:

If any difficulty arises in giving effect to the provisions of these Statutes, the Board may by order published in the official Gazette do anything which appears to it to be necessary for the purpose of removing the difficulty provided such order issued by the Board are not repugnant to the provisions of the Act.

By Order

**REGISTRAR**

Karnataka Veterinary, Animal

and Fisheries Sciences University, BIDAR-585401.

**OFFICE OF THE 11<sup>TH</sup> ADDL.CHIEF METROPOLITON MAGISTRATE, BANGALORE CITY**

**DRAFT NOTIFICATION**

**To No.262/09, Bangalore, Dated:5<sup>th</sup> October, 2009**

It is hereby notified to the General Public that the Following unclaimed Vehicles are in the custody of K.G.Halli, P.S. Bangalore City which are seized under various C.Miss cases.