

# UNIVERSITY OF DELHI

CNC-II/093/1(19)/2021-22/393

Dated: 05.04.2022

## NOTIFICATION

### Sub: Amendment to Ordinances

The following Amendments to Ordinances of the University has been approved by the Executive Council at its meeting held on 25.03.2022 are notified for information and necessary action, if any, to all the concerned:

1. **Amendment to Ordinance XX [E.C Res. No. 70/- dated 25.03.2022]** related to establishment of Delhi School of Analytics under the IoE:

***Add the following:***

#### **Ordinance XX-W Delhi School of Analytics**

#### **1. Governing Structure**

The governance of the DSA shall be carried out through the following bodies under the overall control and supervision of the Governing Council of the Institution of Eminence (IoE) and the Executive Council of the University. There shall be the following governing structure:

#### **1.1. Governing Body**

#### **1.1.1. Constitution of the Governing Body**

There shall be a Governing Body for the management of the DSA which shall comprise:

- i. Vice Chancellor or his nominee - Chairperson
- ii. Chief Executive Officer, IoE — Co-Chairperson
- iii. Finance Officer (Ex-Officio)
- iv. Registrar (Ex-Officio)
- v. One Dean from the Faculty of Applied Social Sciences and Humanities, Mathematical Sciences or Interdisciplinary and Applied Sciences by rotation.

- vi. Two eminent scholars of international repute from outside the University of Delhi to be nominated by the Vice Chancellor/Governing body, IoE.
- vii. Two Representatives of the leading institutions in the field of Business and Financial Analytics, Data Analysis and Decision Science to be nominated by the Governing Council, IoE.
- viii. Up to two members from the Government, Corporate Sector and Civil Society to be nominated by the Governing Council, IoE.
- ix. Director/Joint Director- Member Secretary.

### **1.1.2. The Term**

Except for the ex-officio members, all other members of the Governing Body shall have a term of two years. The Governing Body shall meet at least once in the financial/academic year. The quorum in the meetings of the Governing Body shall be one third of the total membership.

### **1.1.3. Functions of the Governing Body**

Subject to the overall control of the Governing Council of the IoE, the Governing Body shall exercise the following functions:

- i) Recommend the appointment of the Director and Joint Director to the Governing Council;
- ii) Appoint /invite Faculty/Fellows/Associates for non-tenured positions at various levels of seniority on the recommendations of a Selection/Screening Committee approved by the competent authority.
- iii) Approve academic proposals, programmes, outreach activities and research projects;
- iv) Consider and approve faculty/staff requirement, create positions and initiate steps for making appointments;
- v) Consider and approve infrastructural requirements and make arrangements for their acquisition; consider and approve the annual report of the School;
- vi) Consider and recommend the annual budget of the School for the approval of the Governing Council of the IoE;
- vii) Consider and recommend the annual accounts and audit report for approval of the Governing Council of the IoE;
- viii) Make such rules, as it may consider necessary, for regulation and smooth functioning of the School;
- ix) Exercise such other powers and functions, as may be assigned by the Governing Council of the IoE from time to time;
- x) To appoint, suspend or terminate the services of administrative, academic and non-academic staff of the School and to determine the emoluments and conditions of service: provided, however, that the qualifications for

appointment, emoluments, and conditions of the service of such persons shall be in accordance with those laid down by the Governing Council of IoE and reported to the Executive Council for similar posts in the University;

- xi) To appoint or terminate the services of non-academic staff on contract basis on the recommendations of a Committee appointed for the purpose after approval by the competent authority.
- xii) To determine the infrastructure requirements, including building, make arrangements for procurement and consider the recommendations of Committee appointed for the purpose after approval by the competent authority.
- xiii) Affiliate those individuals, groups and organizations involving students, teachers, researchers of this and the other Universities, policymakers and private practitioners who are engaged in the activities that are of interest to the School; such individuals, groups and organizations will be eligible for financial and other assistance from the School, subject to the approval of the Governing Body on a case to case basis.

## **2. Office Bearers**

### **2.1. The Director**

- 2.1.1 There shall be a Director with distinguished credentials in the field of Business and Financial Analytics, Data Analysis and Decision Sciences who shall be the Head of the School appointed by the Governing Council, IoE on the recommendation of the Governing Body. The Governing Body shall define the qualifications and procedure for appointment of the Director. The term of appointment of Director shall be 5 years. The Director shall be eligible for appointment for another term.
- 2.1.2 However, in order to meet the pressing needs of the School, the Vice Chancellor may appoint a Director for a duration as mentioned in the appointment letter and report the same to the Governing Council, IoE. Till such time a Director is appointed, the Vice Chancellor may appoint an Honorary Director and report the same to the Governing Council.
- 2.1.3 The Director shall function under the overall control of the Governing Body. S/he will be responsible for the management and administration of the School in accordance with the Act, the Statutes, the Ordinances, the rules and regulations of the University.
- 2.1.4 The Director/Joint Director shall act as:
  - Member Secretary of the Governing Body;

2.1.5 The Director shall be authorized to maintain and operate an Imprest Account for meeting day to day expenditure of the School.

2.1.6 In the absence of the Director, the Joint Director shall perform all such functions and responsibilities which are vested with the Director under the Ordinance.

## **2.2. Joint Director**

2.2.1 There shall be a Joint Director with distinguished credentials in the field of Business and Financial Analytics, Data Analysis and Decision Sciences appointed by the Governing Council on the recommendation of the Governing Body. However, in order to meet the pressing needs of the School, the Vice Chancellor may appoint a Joint Director and report the same to the Governing Council.

2.2.2 In case the Joint Director holds a substantive position as a Professor of the University or equivalent position in the University/College of the University, s/he shall hold the position of Joint Director in addition to her/his regular duties at his/her parent Department/Institution/College.

2.2.3 The term of the Joint Director shall be up to three years which may be renewed.

## **2.3. Officer on Special Duty (OSD)**

2.3.1 The Vice Chancellor may appoint an OSD in consultation with CEO, IoE to assist the Director/Joint Director in the discharge of functions entrusted to her/him by the Governing Body, CEO and/or the Vice Chancellor.

2.3.2 In absence of the Director/Joint Director, OSD shall discharge the functions vested with them with approval of the CEO.

## **3. Webmaster**

3.1 There shall be a Webmaster to develop, manage and administer the online platform of the School.

3.2 A Webmaster shall be appointed by the Governing Body in accordance with the rules and regulations of the University.

3.3 The Governing Body shall have discretion to outsource the functions of the Webmaster to an individual/agency on contract basis.

3.4 The salary and other monetary compensation for the Webmaster's position shall be decided by the Governing Body within the existing rules and regulations of the University.

#### **4. Faculty members/Fellows/Post-doctoral Fellows, and Research Associates**

The School shall have Faculty members appointed as per the relevant rules of the University. The School shall also have Visiting Faculty/Fellows/Post-doctoral Fellows, and Research Associates, the number of which will be determined by the Governing Body from time to time.

##### **4.1 Visiting Fellows/Faculty:**

4.1.1 Scholars who have made notable contributions in the field of Business and Financial Analytics, Data Analysis and Decision Sciences and the allied fields or those who have the research and teaching experience in the of Business and Financial Analytics, Data Analysis and Decision Sciences may, with the recommendations of Governing body and approval of the Vice Chancellor be invited as Visiting Fellows/Faculty.

4.1.2 Visiting Fellows/Faculty may be invited for a period up to one year and not less than two weeks to deliver a course or lectures or take seminars or participate in such other activities that help in advancing the teaching and research work of the school. In exceptional circumstances, the duration may be extended to a maximum period of three years, with the approval of the Governing Body and the Vice Chancellor. They shall, however, not be members of any statutory committee of the School or of the University.

4.1.3 The Vice Chancellor will determine, with the approval of Governing Council, other terms and conditions as may be required, including the emolument of the appointments.

##### **4.2 Distinguished Fellows:**

4.2.1 The Vice Chancellor on the recommendation of the Governing Body may designate eminent experts in the field of Business and Financial Analytics, Data Analysis and Decision Sciences and allied fields associated with the School as Distinguished Fellows.

##### **4.3 Affiliate Fellows:**

4.3.1 Teachers and researchers of the University of Delhi's Departments/Colleges/Centres/other institutions or organizations including government departments may be considered for Fellowship for specific periods by the Governing Body for enabling them to work on specific research projects for a specific period. They may continue working in their

respective parent departments/colleges/institutions and at the same time locate their research projects in the School and participate in its programmes.

**4.4. Fellows on Secondment/Transfer/Deputation:**

4.4.1 On the recommendations of the Governing Body, Fellows already in the employment of the Departments/Centres, Colleges or other institutions of the University of Delhi may be placed in the School on secondment/transfer or deputation for a specific period with full pay protection. They shall also be entitled for all allowances and benefits as applicable including continuity of service prior to their placement in the School.

4.4.2 In the event of a Fellow being selected from outside the University, such appointment shall be for a specific period on terms and conditions as decided by the Governing Body of the School.

**4.5 Associates:**

4.5.1 Teachers/Research Scholars working in University Departments/Colleges/Centres will be considered for affiliation as Associates of the School for a specific project for a specific period by the Governing Body.

**5. Finances**

5.1 All expenditures of the School such as on the web management and conduct of teaching/research/outreach, seminars, research projects, publications, administration and other support activities shall be made as per the budget and allocations approved by the Governing Council.

5.2 All financial operations shall be conducted according to the rules and regulations of the University of Delhi.

**2. Amendment to Regulation regarding addition of Faculty of Open learning [E.C Res. No. 78-10(1) dated 25.03.2022]**

*Add the following:*

**Faculty of Open Learning**

a. Meeting of the Faculty of Open Learning may be convened by the Dean at any time

- b. Any member wishing to make a proposal not included in the Agenda may send his proposal to the Director, Campus of Open Learning so as to reach his office at least three days before the date of the meeting. The Director, Campus of Open Learning shall circulate such proposal among the members of the Faculty of Open Learning.
- c. No business or proposal, of which previous notice has not been given, shall be brought before the Faculty of Open Learning at the meeting, except by special permission of the Chairman.
- d. At all meetings of the Faculty, 1/3<sup>rd</sup> members, inclusive, of the Chairman shall form a quorum.
- e. In the absence of the Dean, the members present shall elect their own Chairman.
- f. The Chairman may give his own vote, and on equality of votes, he shall possess a casting vote.
- g. The rules of discussion shall be the same as those for the meetings of the Academic Council and the Chairman shall have the power to enforce them at his discretion.

**3. Amendment to Regulation regarding addition of Committee of Courses and studies in the Faculty of Open learning [E.C Res. No. 78-10(4) & 78-10(1) dated 25.03.2022]**

***Add the following :***

**Committee of Courses and Studies in the Faculty of Open Learning**

There shall be a Committee of Courses and Studies in the Faculty of Open Learning consisting of following members:

- i. Head, Department of Distance and Continuing Education
- ii. Teacher-in-Charge of each subject discipline
- iii. All Professors
- iv. One Reader (Associate Professor) and One Lecturer (Assistant Professor)
- v. Three (3) Expert members in the Committee of Courses

**Department of Distance and Continuing Education**

- i. Meeting of the Department may be convened by the Head of the Department of Distance and Continuing Education at any time.
- ii. Any member wishing to make a proposal not included in the Agenda may send his proposal to the Dean so as to reach his office at least three days before the date of the meeting. The Dean shall circulate such proposal among the members of the Department.

- iii. No business or proposal, of which previous notice has not been given, shall be brought before the Department at the meeting, except by special permission of the Chairman.
- iv. At all meetings of the Department, five members, inclusive, of the Chairman shall form a quorum.
- v. In the absence of the HoD, the members present shall elect their own Chairman.
- vi. The Chairman may give his own vote, and on equality of votes, he shall possess a casting vote.
- vii. The rules of discussion shall be the same as those for the meetings of the Faculty of Open Learning, and the Chairman shall have the power to enforce them at his discretion.

**4. Amendment to Ordinance XX [E.C Res. No. 76/ dated 25.03.2022] related to establishment of Institute of Nanomedical Sciences (INMS)**

***Add the following:***

**Ordinance XX - X  
Institute of Nanomedical Sciences (INMS)**

**1. Governing Structure**

The governance of the Institute of Nano Medical Sciences shall be carried out through the following bodies under the overall control and supervision of the Executive Council of the University.

- 1.1. Governing Body
- 1.2. Advisory Council

**1.1.1. Constitution of the Governing Body**

Subject to the general control and supervision of the Executive Council, and in accordance with the Statutes and Ordinances of the University, the INMS shall have a Governing Body. The composition of the Governing Body shall be as follows :

- 1) Chairman (Vice-Chancellor or his nominee).
- 2) Pro-Vice-Chancellor (Ex- Officio)
- 3) Director, South Campus (Ex-Officio)
- 4) Dean of Colleges (ex-officio)
- 5) Dean, Faculty of Science (ex-officio)



- 6) Three expert members (Outside University of Delhi) to be nominated by the Vice Chancellor
- 7) Two Heads of the Departments on rotation basis from the Department of Chemistry, Biochemistry, Microbiology, Zoology, ACBR, Physics, Botany.
- 8) Dean, Faculty of Medical Sciences (Ex Officio)
- 9) Head, Department of Medicine, University College of Medical Sciences, University of Delhi.
- 10) Director, Institute of Nano Medical Sciences, Member Secretary (Ex Officio)
- 11) Registrar (Ex Officio)
- 12) Finance Officer (Ex Officio)

### **1.1.2. The Term**

Except for the ex-officio members, all other members of the Governing Body shall have a term of three years. The Governing Body shall meet at least twice in the academic year. The quorum in the meetings of the Governing body shall be 50% of the total membership.

### **1.1.3 Functions of the Governing Body**

The Governing Body shall exercise the following powers and functions, subject to the general control and supervision of the Executive Council, and in accordance with the Statutes and Ordinances of the University:

- i) To Chart out the programme and activities of Institute of Nano Medical Sciences and expand and/or review activities of the Institute.
- ii) Identify and appoint faculty on deputation from various departments/colleges and research Institutions from within the University and outside the University. Appoint visiting faculty on contract basis, visiting fellow and/or guest faculty.
- iii) Prepare the Budget of financial requirements of INMS and monitor the progress made by it.
- iv) Consider and approve the Annual Accounts along with the Audit Report.
- v) Approve proposals for generation of funds for the programmes undertaken by the Institute.
- vi) Make such rules as it may consider necessary for the regulation and smooth functioning of the Institute from time to time.
- vii) Regarding appointment, suspension or termination of the services of administrative, academic and non-academic staff of the Institute

- and to determine the emoluments and conditions of service, University rules will be applicable.
- viii) To appoint or terminate the services of the non-academic staff on contract basis on the recommendation of the Director in order to improve the efficiency of the Institute.
  - ix) To determine the infrastructure requirements, including space.
  - x) To consider the recommendation of the advisory council.
  - xi) To consider any matter related to the institute and to ensure its growth and development.

### **1.2.1. Constitution of the Advisory Council**

There shall be an Advisory Council to be nominated by the Vice-Chancellor for a period of 3 years and will be composed of:

- (i) Chairperson to be appointed by the Vice-Chancellor.
- (ii) Director, Institute of Nano Medical Sciences (ex-officio)- Member Secretary
- (iii) There shall be a maximum of 8 expert members to be nominated by the Vice-Chancellor
- (iv) among the participating Departments viz. Dept. of Medicine, Chemistry, Biochemistry, Microbiology, Zoology, ACBR, Physics, Botany and such other departments as decided from time to time.
- (v) There shall be a maximum of three expert members to be nominated by the Vice Chancellor from outside the university.

### **1.2.2 The Term**

Except for ex-officio members, all other members of the Advisory Council shall have a term of three years. The Advisory Council shall meet at least twice in one academic year. The quorum in such meetings shall be 50% of the total membership.

### **1.2.3. Functions of the Advisory Council**

The function of the Advisory Council will be to give suggestions for meaningful accomplishment of the objectives of the INMS and to engage with the progress of the ongoing programmes from time to time.

## **2. Office Bearers**

### **2.1 The Director**

- (i). There shall be a Director with high academic credentials who should be a

Professor. The Director should have notable contribution in the field of Nano Medical Science which can be reflected from his/her publications and outreach activities. The Director shall be appointed by the Vice Chancellor from amongst the Professors in the constituents and participating departments of the University for a period of three years or till he/she attains the age of 65 whichever is earlier.

- (ii). The Vice Chancellor will appoint the Director and report the same to the Executive Council.
- (iii). He/She shall hold the position of Director in addition to her/his regular duties at his/her parent Department/Institution. The Director may be appointed on deputation also.
- (iv). The Director shall function under the overall control of the Governing Body. He/She will be responsible for the management and administration of the Institute in accordance with the Act, the Statutes, the Ordinances, the rules and regulations of the University.
- (v). The Director shall act as:
  - Member Secretary of the Governing Body;
  - Member Secretary of the Advisory Council
- (vi). The Director shall be authorized to maintain and operate an Imprest Account for meeting day to day expenditure of the Institute.
- (vii). In the absence of the Director, the Joint Director shall perform all such functions and responsibilities which are vested with the Director under the Ordinance.

## **2.2 Joint Director**

- (i) There shall be a Joint Director with distinguished credentials in the field of Nano Medical Science and related fields appointed by the Vice Chancellor.
- (ii) He/She shall hold the position of Joint Director in addition to her/his regular duties.
- (iii) Joint Director shall be in a rank of Professor and can serve till he/she attains the age of 65 years.
- (iv) The term of the Joint Director shall be up to three years which may be extended by the Vice Chancellor.
- (v) In the absence of the Director, the Joint Director shall perform all such functions and discharge all such responsibilities which are vested with the Director under the ordinance.

## **3. Faculty members: Visiting Professors/Adjunct Professors/Fellows/Distinguished Professors/Associated Faculty /Junior/Senior/Post-doctoral Feliows etc.**

The INMS shall have Faculty Members appointed as per the general rules of the University. The INMS shall also have Visiting Faculty/Fellows/Post-doctoral Fellows, and Research Associates.

(i) Core Faculty members can be appointed on direct recruitment basis whenever the regular posts are created in a manner as prescribed.

(ii) **Visiting and Adjunct Professors/ Fellows/Faculty:**

a) Scholars who have made notable contributions in the field of Nano Medical Science and the allied fields or those who have the research and teaching experience in the same may be appointed as Adjunct Professors/ Visiting Fellows Visiting Faculty by the Director with the approval of the Governing Body of INMS.

(b) They may be appointed for a period of two years. In exceptional circumstances, the duration may be extended to a maximum period of five years on yearly renewal basis, based on the performance criteria as prescribed.

(iii) **Distinguished Professors and Professor of Emeritus:**

Eminent experts in the field of Nano Medical Sciences and allied field can be appointed as Distinguished Professors and Professor of Emeritus by the Director with the approval of the Governing Body of INMS.

(iv) **Associated Faculties:**

Faculty members working in University Participating Departments and constituents units can be appointed as Associate Faculty to carry out research and teaching in INMS for a specific project for a specific period by the Director with the approval of the Governing Body of INMS.

(iv) **Junior/ Senior/Post-doctoral Fellows etc.**

Junior Research Fellows (JRF), Senior Research Fellows (SRF) Research Associates/Scientists/Fellows of UGC/ CSIRIDBT /DST/ DRDO/ ICMR and post Doctoral Fellows from any other funding agencies having their own Fellowships can join INMS till the tenure of their Fellowships.

#### **4. Finance**

(i) The Institute has to earn its financial support from Govt. Funding Agencies and National/ international collaborators/industries, as per the requirements.

(ii) The INMS can also raise resources through Projects/ Donations/ Philanthropy etc.

- (iii) All expenditures of INMS such as on the conduct of research/ teaching/ outreach, seminars, research projects, publications, administration and other support activities shall be made as per the rules and regulations of the University of Delhi.
- (iv) All financial operations shall be conducted according to the GFR and the rules and regulations of the University of Delhi.

**5. Space**

- (i) Institute will initiate its administration and research activities from Faculty of Medical Science. The regulatory and Ethical Clearances are available with the Faculty.

**6. Intellectual Property Rights;**

- (i) Any patent or technology developed by INMS will be administered as per the rules of the University of Delhi.

**7. Audit**

- (i) The accounts of the INMS shall, once in every year, at intervals of not more than fifteen months, be audited by the University Audit Section.
- (ii) The accounts when audited, a copy of the accounts together with the audit report shall be reported by the Director to the Governing Body of the INMS.

**General Conditions :**

- (1) Subject to the provisions of the Act and Statutes and these Ordinances, the issues not covered in these ordinances or in the event of differences of interpretation, the Vice Chancellor may take a decision, after obtaining the opinion of a committee consisting of any or all the Deans of the University. The decision of the Vice Chancellor shall be final.
- (2) In special circumstances, the Vice Chancellor may, on behalf of the Executive Council, approve amendment, modification, insertion or deletion of any ordinance(s), which in his opinion is necessary or expedient for the smooth running of a program, provided that all such changes shall be reported to the Executive Council in its meeting for ratification.

  
**REGISTRAR**