



UNIVERSITY OF DHAKA

THE CALENDAR

PART I

President's Order No. 11 of 1973

THE DHAKA UNIVERSITY ORDER, 1973

With subsequent amendments

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President's Order No.11 of 1973

THE DHAKA UNIVERSITY ORDER, 1973

(With subsequent amendments)

WHEREAS it is expedient to re-constitute and re-organize the University of Dhaka for the purpose of improving the teaching and research provided thereby and the administration thereof;

NOW, THEREFORE, in pursuance of paragraph 3 of the Fourth Schedule to the Constitution of the People's Republic of Bangladesh, and in exercise of all powers enabling him in that behalf, the President is pleased to make the following Order :—

Short title and Commencement.

1. (1) This Order may be called the Dhaka University Order, 1973.
- (2) It shall come into force at once and shall be deemed to have taken effect on the 16th day of December, 1972.

Definitions.

2. In this Order, and in all Statutes made hereunder, unless there is anything repugnant in the subject or context, —
 - (a) “Academic Council” means the Academic Council constituted under this Order;
 - (b) “affiliated college” means an institution recognized by, and affiliated to, the University, in accordance with the provisions of this Order, the Statutes and the University Ordinances;
 - (c) “constituent college” means a College recognized as such by the University;
 - (d) “Commission” means the University Grants Commission of Bangladesh constituted under the University Grants Commission of Bangladesh Order, 1973;
 - (e) “Government” means the Government of the People’s Republic of Bangladesh;
 - (f) “Hall” means a unit of residence for students of the University provided or maintained by the University for the corporate life and extra-curricular instructions of its students;
 - (g) “Hostel” means a unit of residence for the students of the University provided otherwise than by the University, and not maintained by the University but approved and licenced by the University in accordance with the provisions of this Order;
 - (h) “prescribed” means prescribed by Statutes, University Ordinances or Regulations;
 - (i) “provost” means the head of a Hall;

- (j) “registered graduate” means a graduate registered under the provisions of this Order;
- (k) “Senate” means the Senate constituted under this Order;
- (l) “Statutes”, “University Ordinances” and “Regulations” mean respectively the Statutes, Ordinances and Regulations of the University for the time being in force;
- (m) “Syndicate” means the Syndicate constituted under this Order;
- (n) “teachers” include Professors, Associate Professors, Assistant Professors and Lecturers of the University and any other person declared to be teacher by the University;
- (o) “University” means the University of Dhaka;
- (p) “Warden” means the head of a Hostel; and
- (q) “year” means academic year beginning on the 1st day of July.

**The
University.**

- 3. (1) The University shall consist of the Chancellor, the Vice-Chancellor and member of the Senate, the Syndicate and the Academic Council.
- (2) The University shall be a body corporate by the name of the University of Dhaka having perpetual succession and a common seal with power, subject to the provisions of this Order, to acquire, hold and dispose of property, both movable and immovable, and shall by the said name sue and be sued.

Powers of the University.

4. The University shall have the powers :—
- (a) to provide for instruction in such branches of learning as the University may think fit, and to make provisions for research and for advancement and dissemination of knowledge;
 - (b) to affiliate and disaffiliate colleges;
 - (c) to prescribe courses of studies to be conducted by the University or the affiliated colleges;
 - (d) to hold examinations and to grant and confer certificates, diplomas, degrees and other academic distinctions to and on persons who—
 - (i) shall have pursued a course of study prescribed by the University, or
 - (ii) are teachers in educational institutions, under conditions laid down in the University Ordinances and Regulations and shall have passed the examinations of the University under like conditions;
 - (e) to confer honorary degrees or other distinctions on persons in the manner laid down in the Statutes;
 - (f) to grant such diplomas to, and to provide such lectures and instructions for, persons not being students of the University, as the University may determine;
 - (g) to co-operate with other Universities and authorities in such manner and for such purposes as the University may determine;

- (h) to institute Professorships, Associate Professorships, Assistant Professorships, Lectureships, and any other teaching posts required by the University, and to appoint persons to such posts and such other teaching posts;
- (i) to institute and award fellowships, scholarships, exhibitions and prizes in accordance with the Statutes and the Regulations;
- (j) to set up and maintain academic museums, schools and institutes for the development of teaching and research;
- (k) to institute and maintain Halls for the residence of the students of the University and to approve and licence Hostels maintained by other persons for the residence of such students;
- (l) to demand and receive such fees as may be prescribed by the University Ordinances;
- (m) to supervise and control the residence and discipline of the students of the University, to regulate their extra-curricular activities and to make arrangements for promoting their health; and
- (n) to do all such other acts and things, whether incidental to the powers aforesaid or not, as may be requisite in order to further the objects of the University as an affiliating, teaching and examining body and to cultivate and promote arts, science and other branches of learning.

- Jurisdiction.** 5. Save as otherwise provided in this Order, the powers conferred by or under this Order on the University shall extend to the whole of Dhaka Division and Bakerganj and Patuakhali Districts of Khulna Division and no institution lying therein, and imparting education above the Intermediate stage, shall remain affiliated to or be admitted to the privileges of, any other University:

Provided that nothing in this Article shall preclude the Government from setting up other University or Universities, or special Boards for the conduct of examinations and affiliating educational institution in regard to such courses of instruction and training as it deems fit :

Provided further that the University shall have the power to frame statutes for constituting one Governing Body for affiliated college or constituent college.

- University open to all persons.** 6. The University shall be open to all persons of either sex and of whatever religion, race, creed, class or colour.

- Teaching of the University.** 7.(1) All recognized teaching in connection with the University courses shall be conducted by the University, and shall include lectures, work in the laboratories or workshops and other teaching conducted by the Professors, Associate Professors, Assistant Professors, Lecturers and other teachers thereof in such manner as may be provided by the University Ordinances.

- (2) The authorities responsible for organizing such teaching shall be prescribed by the Statutes.

- Courses and Curriculum.** (3) The courses and curriculum shall be prescribed by the University Ordinances and the Regulations.

- (4) Recognized teaching shall be supplemented by

tutorial instruction given in accordance with the provisions by the University Ordinances and Regulations.

- Commission.** 8.(1) The Commission shall have the right to cause an inspection by such person as it may direct, of the University, its buildings, laboratories and equipment, and of any institutions associated with the University, and also of the examinations, teaching and other work conducted or done by the University and to cause an enquiry to be made in like manner in respect of any matter connected with the University.
- (2) The Commission shall in every case give notice to the University of its intention to cause an inspection or enquiry to be made and the University shall be entitled to be represented thereat.
- (3) The Commission shall communicate to the Syndicate its views with reference to the results of any such inspection or enquiry, and shall advise the University upon the action to be taken in that behalf.
- (4) The Syndicate shall report to the Commission the action, if any, which is proposed to be taken or has been taken upon the results of its inspection or enquiry.

- Officers of the University.** 9. The following shall be the Officers of the University :
- (a) the Chancellor;
 - (b) the Vice-Chancellor;
 - (c) the Pro-Vice-Chancellor;
 - (d) the Treasurer;
 - (e) the Registrar;
 - (f) the Deans;

- (g) the Inspector of Colleges;
- * (h) the Director, Planning and Development;
- (i) the Director of Students Counseling and Guidance;
- (j) the Provosts;
- (k) the Proctor;
- (l) the Deputy Registrar (Academic);
- (m) the Deputy Registrar (Administration);
- (n) the Chief Engineer;
- (o) the Controller of Examinations;
- (p) the University Engineer;
- (q) the Development Officer;
- (r) the Director of Accounts; and
- (s) such other officers as may be declared by the Statutes to be officers of the University.

- Chancellor.** 10.(1) The President of the People's Republic of Bangladesh shall be the Chancellor of the University and shall preside at the convocation of the University for award of academic and honorary degrees, and in his absence the Vice-Chancellor shall preside at such convocations.
- Power of the Chancellor.** (2) The Chancellor shall have such powers as may be conferred on him by this Order or the Statutes.

* (Vide Act No. 36 of 1987 published on Bangladesh Gazette Extra-ordinary 1.8.1987)

- (3) Every proposal for the conferment of an honorary degree shall be subject to the confirmation of the Chancellor.
- * (4) The President may, if he thinks fit, direct that the powers of the Chancellor under this Order shall be exercised by such persons as he may authorize in this behalf; and the powers exercised by the person so authorised shall be expressed to have been exercised in the name of the Chancellor.

Appointment of the Vice-Chancellor.

- 11.(1) The Vice-Chancellor shall be appointed by the Chancellor for a period of four years from a panel of three persons to be nominated by the Senate on such terms and conditions as may be determined by the Chancellor, and shall be eligible for re-appointment for a further period of four years.
- (2) Where any temporary vacancy in the office of the Vice-Chancellor occurs by reason of leave, illness, resignation or any other cause, the Chancellor shall make such arrangement for carrying on duties of the office of the Vice-Chancellor as he may think fit.

Power and duties of the Vice-Chancellor.

- 12.(1) The Vice-Chancellor shall be whole time principal executive and academic officer of the University and shall be Chairman of the Senate, the Syndicate and the Academic Council. He shall be entitled to be present and to speak at any meeting of any authority but, shall not be entitled to vote thereat unless he is a member of the authority concerned.
- (2) The Vice-Chancellor shall convene meetings of the Senate, the Syndicate and the Academic Council and shall preside over them.

**(Vide Ordinance No. XXIX of 1979 published on Bangladesh Gazette Extra-ordinary 22.8.1979)*

- (3) Notwithstanding any provision contained in this Order or in any law for the time being in force, the Vice-Chancellor may, in any emergency which, in his opinion, requires immediate action, take such action as he deems necessary, and shall within seven days thereafter report his action to the officer or authority who or which, in the ordinary course, would have dealt with the matter.
- (4) The Vice-Chancellor shall, if he does not agree with the resolution of any authority of the University, have the power to withhold implementation of the resolution and refer it back to the authority concerned, with his opinion thereon, for reconsideration in its next regular meeting. If in the process of reconsideration the authority concerned does not agree with the Vice-Chancellor, the decision of the Syndicate shall be final.
- (5) The Vice-Chancellor shall give effect to the orders of the Syndicate regarding the appointment, dismissal and suspension of the officers and teachers of the University, and shall exercise general control over the members of the University, and shall be responsible for the discipline of the University in accordance with this Order, the Statutes and University Ordinances.
- (6) The Vice-Chancellor shall have the power to appoint on a purely temporary basis, ordinarily for a period of not more than six months, officers (excepting the Pro-Vice-Chancellor and the Treasurer), teachers and administrative and subordinate staff and report such action to the Syndicate :

Provided that, if a temporary appointment cannot be regularized within the period for which it was made, such period may be extended, with the prior approval of the Syndicate, for a further period of three months on the expiry of which the temporary appointment shall stand terminated.

- (7) The Vice-Chancellor may, with the approval of the Syndicate, delegate such of his powers and functions as he may consider necessary to such officer of the University as he may deem fit.
- (8) The Vice-Chancellor shall exercise such other powers as may be prescribed by the Statutes and the University Ordinances.

Pro-Vice-Chancellors.

- 13.*(1) The Chancellor may, if he deems fit so to do, appoint one or more Pro-Vice-Chancellors on such terms and conditions and for such period as he may determine.
- (2) The Pro-Vice-Chancellor shall perform such duties as may be prescribed by the Statutes and University Ordinances.

Treasurer.

- 14.(1) The Treasurer shall be a whole time salaried officer and shall be appointed by the Chancellor on such terms and conditions as may be determined by the Chancellor.
- (2) Where any temporary vacancy in the office of the Treasurer occurs by reason of leave, illness or other cause, the Syndicate shall forthwith report the same to the Chancellor, who shall make such arrangements for carrying on the office of the Treasurer as he may think fit.
- (3) The Treasurer shall exercise general supervision over the funds of the University, and shall advise in regard to its financial policy.
- (4) He shall, subject to the control of the Syndicate manage the property and investments of the University; and shall be responsible for the presentation of the annual budget estimates and statement of accounts.

* (Vide Act No. 7 of 1999 published on Bangladesh Gazette Extra-ordinary 13.4.1999)

- (5) Subject to the powers of the Syndicate, the Treasurer shall be responsible for seeing that all monies are expended on the purpose for which they are granted or allotted.
- (6) All contracts shall be signed by the Treasurer on behalf of the University.
- (7) He shall exercise such other powers as may be prescribed by the Statutes and the University Ordinances.

- Registrar.** 15. The Registrar shall act as Secretary of the Senate, the Syndicate and the Academic Council. He shall maintain a register of registered graduates in accordance with the Statutes and shall exercise such other powers as may be prescribed by the Statutes and the University Ordinances.
- Inspector of Colleges.** 16. The Inspector of Colleges shall perform such duties as may be prescribed by the Statutes and the University Ordinances.
- Controller of Examinations.** 17. The Controller of Examinations shall be responsible for all matters connected with the conduct of examinations and shall perform such other duties as may be prescribed by the Statutes and the University Ordinances.
- Other Officers.** 18. The powers of officers of the University other than the Chancellor, the Vice-Chancellor, the Pro-Vice-Chancellor, the Treasurer and the Registrar, shall be prescribed by the Statutes and the University Ordinances.

- Authorities.** 19. The following shall be the authorities of the University—
- (a) the Senate;
 - (b) the Syndicate;
 - (c) the Academic Council;
 - (d) the Faculties;
 - (e) the Committees of Courses;
 - (f) the Boards of Advanced Studies;
 - (g) the Finance Committee;
 - (h) the Planning and Development Committee;
 - (i) the Selection Boards; and
 - (j) such other authorities as may be declared by the Statutes to be authorities of the University.
- Constitution of Senate.** 20.(1) The Senate shall consist of the following persons:
- (a) the Vice-Chancellor;
 - * (b) the Pro-Vice-Chancellor or, if there is more than one, all the Pro-Vice-Chancellors;
 - (c) the Treasurer;
 - (d) five Government officials to be nominated by the Government;
 - (e) five members of Parliament to be nominated by the Speaker;

* (Vide Act No. 7 of 1999 published on Bangladesh Gazette Extra-ordinary 13.4.1999)

- (f) five distinguished educationists to be nominated by the Chancellor;
- (g) five representatives of research bodies to be nominated by the Syndicate;
- (h) five Principals of colleges to be nominated by the Academic Council from among the Principals of the affiliated and constituent colleges;
- (i) ten teachers of colleges to be nominated by the Academic Council from among teachers of the affiliated and constituent colleges;
- (j) the Chairman of the Board of Intermediate and Secondary Education, Dhaka;
- (k) twenty-five representatives of registered graduates to be elected by such graduates from among themselves;
- (l) thirty-five representatives of teachers of the University to be elected in a special meeting of the University teachers;
- (m) five representatives of the students to be nominated by the University Central Students Union.

Term.

- (2) The members of the Senate, other than the student members, shall hold office for a period of three years. The student members shall hold office for a period of one year, but shall continue in office till their successors having been elected, nominated or appointed, enter upon the office:

Provided that the Members of Parliament, the Government officials, the Principals and teachers of the Colleges, registered graduates, teachers of the University and representatives of research bodies shall hold office so long as they continue to be a Member of Parliament, Government officials, Principal of a College, teacher of a College, registered graduate, teacher of the University or associated with any research body:

Provided further that the student members shall lose membership if they cease to be students of the University.

- (3) The election of members of the Senate shall be held in such manner as may be prescribed by the Statutes.

**Meeting
of the Senate.**

- 21.(1) The Senate shall, on a date to be fixed by the Vice-Chancellor, meet once in a year at a meeting to be called the annual meeting of the Senate.
- (2) The Vice-Chancellor may, whenever he thinks fit, and shall, upon a requisition in writing signed by not less than thirty members of the Senate, convene a special meeting of the Senate.

**Powers
of the Senate.**

22. Subject to the provisions of this Order, the Senate shall—
- (a) ratify the Statutes on the proposals of the Syndicate;
- (b) consider and pass resolutions on the annual report, the annual accounts and the financial estimates presented by the Syndicate; and
- (c) exercise such other powers and perform such other duties as may be conferred or imposed upon it by this Order or the Statutes.

Constitution of the Syndicate.

- 23.(1) The Syndicate shall be the executive body of the University and shall consist of the following persons, namely—
- (a) the Vice-Chancellor;
 - * (b) the Pro-Vice-Chancellor or, if there is more than one, all the Pro-Vice-Chancellors;
 - (c) two principals of Colleges to be nominated by the Academic Council;
 - (d) six teachers of the University to be elected by such teachers from among themselves;
 - (e) two representatives of the Senate, one being a registered graduate and the other an educationist, to be elected by the Senate from among the members of the Senate;
 - (f) three persons to be nominated by the Chancellor;
 - (g) one Government official, not below the rank of a Secretary, to be nominated by the Government;
 - (h) one distinguished citizen to be nominated by the Senate from outside its membership.
- (2) The elections of members of the Syndicate shall be held in such manner as may be prescribed by the Statutes :

* (Vide Act No. 7 of 1999 published on Bangladesh Gazette Extra-ordinary 13.4.1999)

Provided that the teachers of the University to be elected under sub-clause (d) of clause (1), one shall be elected from each of the following categories, namely —

- (i) Deans;
- (ii) Provosts;
- (iii) Professors;
- (iv) Associate Professors;
- (v) Assistant Professors; and
- (vi) Lecturers.

Term.

- (3) The members of the Syndicate shall hold office for a term of two years, but shall continue in office till their successors having been elected or nominated enter upon the office:

Provided that the Principals of Colleges, teachers of the University, representatives of the Senate and Government nominee shall hold office so long as they continue to be such Principals, teachers, members and official.

Powers of the Syndicate.

24. The Syndicate shall—

- (a) hold, control and administer the property and funds of the University, and shall, from time to time, obtain advice from the Finance Committee on financial matters;
- (b) determine the form of the Common Seal of the University, the authority in whose custody it shall be kept and the manner in which it shall be used;

- (c) regulate and determine, subject to the powers conferred by this Order on the Vice-Chancellor, all matters concerning the University in accordance with this Order, the Statutes and the University Ordinances:

Provided that no action shall be taken by the Syndicate in respect of the fees paid to examiners and emoluments of teachers without consulting the Academic Council;

- (d) lay before the Commission annually a full statement of all the bequests received by it and the financial requirements of the University;
- (e) administer any funds placed at the disposal of the University for specific purposes;
- (f) appoint, save as otherwise provided by this Order or the Statutes, the officers, teachers, Ministerial and other staff of the University, and define their duties and the conditions of their service, and fill up temporary vacancies in their posts;
- (g) affiliate or disaffiliate, subject to the Statutes, a college or institute and approve or withdraw approval of a hostel not maintained by the University;
- (h) arrange for, and direct the inspection of all affiliated colleges or institutes and hostels;
- (i) accept bequests, donations and transfer of any movable or immovable property on behalf of the University;

- (j) arrange for the holding of, and publish the results of, the University examinations;
- (k) exercise such other powers and perform such other duties as may be conferred or imposed on it by this Order or the Statutes; and
- (l) exercise all other powers of the University not otherwise provided for by this Order or the Statutes.

Academic Council & its Powers.

25. The Academic Council shall be the academic body of the University, and shall, subject to the provisions of this Order, the Statutes and the University Ordinances, have the control and general supervision over, and be responsible for maintenance of standards of, instruction, education and examination within the University, and shall exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Statutes. It shall have the right to advise the Syndicate on all academic matters.

Constitution of the Academic Council.

- 26.(1) The Academic Council shall consist of the following—

Ex-Officio members:

- (a) the Vice-Chancellor;
- * (aa) the Pro-Vice-Chancellor or, if there is more than one, all the Pro-Vice-Chancellors;
- (b) the Deans of the Faculties;

* *(Vide Act No. 7 of 1999 published on Bangladesh Gazette Extra-ordinary 13.4.1999)*

- (c) the Professors and the Chairmen of Departments;
- (d) the Directors of the University Institutes;
- (e) the Librarian of the University;

Nominated members :

- (f) Ten Principals of Colleges to be nominated by the Chancellor;
- (g) not more than ten members, to be nominated by the Chancellor, so as to make the Academic Council representative of the various educational interests; and

Elected members :

- (h) three Associate Professors and three teachers other than Professors, Chairmen of the Departments and Associate Professors to be elected by the teachers themselves.

Term of Office.

- (2) Members other than ex-officio member shall hold office for a period of two years and shall continue in office until their successors having been nominated or elected enter upon the office:

Provided that the Principals of Colleges, Associate Professors, Assistant Professors, Lecturers or teachers, nominated or elected as such shall hold office so long as they continue to be such Principals, Associate Professors, Assistant Professors, Lecturers or teachers.

Faculties.

27.(1) The University shall include the Faculties of Arts, Science, Social Sciences, * Business Studies, Law, Medicine, Fine Arts and such other Faculties (whether formed by the division or combination of an existing Faculty or Faculties, or by the creation of a new Faculty or otherwise) as may be prescribed by the Statutes and each Faculty shall, subject to the control of the Academic Council, have charge of the teaching and the courses of study and the research work in such subjects as may be assigned to such Faculty by the University Ordinances.

(2) The constitution and powers of the Faculties shall be prescribed by the Statutes.

(3) The Faculties shall be advisory bodies and their decisions shall be submitted to the Syndicate through the Academic Council for implementation.

Dean.

(4) There shall be a Dean of each Faculty, who shall, subject to the control and general supervision of the Vice-Chancellor, be responsible for the due observance of the Statutes, University Ordinances and Regulations relating to the Faculty.

** (5) The Dean of a Faculty shall be elected from among the Professors and Associate Professors by all teachers belonging to the Departments within the Faculty and shall hold office for two academic years.

* *(Vide Act No. 17 of 1995 published on Bangladesh Gazette Extra-ordinary 17.7.1995)*

** *(Amended by D.U. (Amendment) Ordinance, 1981 dated 17.3.1981)*

- (6) The Faculties shall recommend creation of posts up to the Assistant Professorship. Creation of higher posts shall be with the concurrence of the Boards of Advanced Studies.
- Chairman.** 28.(1) The Head of every teaching Department, hereinafter referred to as the Department, shall be called the Chairman who shall be appointed in such manner as may be prescribed by the Statutes.
- (2) The Chairman of a Department shall be responsible to plan, organize and co-ordinate the work of the Department and shall be responsible to the Dean for the organization and teaching in his Department subject to such directions as may be given from time to time by the Vice-Chancellor.
- Committees of Courses.** 29.(1) There shall be two kinds of Committees of Courses—One for courses to be offered by the Departments of the University and the other for courses to be offered by Colleges.
- (2) The first kind of Committee shall consist of all the teachers of the department concerned and the second kind of Committee shall consist of such number of teachers of the Department and the Colleges as may be nominated by the Vice-Chancellor :
- Provided that the majority of the members of the second kind of Committee shall be the teachers of the Colleges.
- (3) A Committee of courses shall be responsible for preparation of courses and syllabuses and such other work as may be assigned to it by the Statutes and the University Ordinances.
- Boards of Advanced Studies.** 30. There shall be Boards of Advanced Studies for organizing post-graduate studies in the University which shall be constituted in such manner as may be prescribed by the Statutes.

Constitution of Finance Committee.

- 31.(1) The Finance Committee shall consist of the following :—
- *(a) the Pro-Vice-Chancellor or, if there is more than one, the Pro-Vice-Chancellor to be nominated by the Chancellor;
 - (b) the Treasurer;
 - (c) one person to be nominated by the Syndicate;
 - (d) one Dean to be nominated by the Academic Council;
 - (e) one teacher of the University to be elected by the teachers from among themselves in such manner as may be prescribed by the Statutes;
 - (f) one person to be nominated by the Senate;
 - (g) two experts in the field of finance to be nominated by the Syndicate.
- (2) The Pro-Vice-Chancellor or the Pro-Vice-Chancellors so nominated shall be the Chairman of the Finance Committee.
- (3) A nominated or elected member of the Finance Committee shall hold office for a period of two years.

Powers of the Finance Committee.

- (4) The Finance Committee shall—
- (a) supervise the income and expenditure of the University;
 - (b) advise the Syndicate on all matters relating to accounts, property and funds of the University;

* (Vide Act No. 7 of 1999 published on Bangladesh Gazette Extra-ordinary 13.4.1999)

- (c) perform such other functions as may be assigned to it by the Vice-Chancellor, the Senate, the Syndicate or the Academic Council, or prescribed by the Statutes.

**Constitution of
Planning &
Development
Committee.**

32.(1) The Planning and Development Committee shall consist of the following :—

(a) the Vice-Chancellor;

*(aa) the Pro-Vice-Chancellor or, if there is more than one, the Pro-Vice-Chancellor to be nominated by the Chancellor;

(b) the Treasurer;

(c) four Deans of the Faculties by rotation;

(d) one architect, one engineer and one expert in the field of finance to be nominated by the Syndicate.

(2) The four Deans shall hold office as members of the Planning and Development Committee for a period of one year by rotation in such manner and in such order as may be prescribed by the Statutes.

**Term of
Office.**

(3) The nominated members of the Planning and Development Committee shall hold office for a period of two years.

* (Vide Act No. 7 of 1999 published on Bangladesh Gazette Extra-ordinary 13.4.1999)

- Functions.** (4) The functions of the Planning and Development Committee shall be—
- (a) to examine all development plans and schemes of the University and to advise the Syndicate thereon;
 - (b) to perform such other functions as may be assigned to it by the Vice-Chancellor, the Senate, the Syndicate or the Academic Council, or prescribed by the Statutes.
- Selection Boards.** 33.(1) There shall be Selection Boards for recommending the appointment of Professors, Associate Professors, Assistant Professors, Lecturers and other teachers of the University in various subjects.
- (2) The constitution and functions of the Selection Boards shall be such as may be prescribed by the Statutes.
- Other authorities.** 34. The constitution, powers and duties of other authorities declared by the Statutes to be authorities of the University shall be prescribed by the Statutes.
- Affiliation of Colleges.** 35.(1) A college seeking affiliation to the University shall make a written application to the Inspector of Colleges so as to reach him not later than the 15th October preceding the academic year from which the affiliation sought is to take effect :
- Provided that the Vice-Chancellor may, in special circumstances, direct that an application seeking such affiliation received after the aforesaid date be entertained.

Condition of affiliation.

- (2) A college applying for affiliation shall satisfy the University to the effect that—
- (a) it guarantees a satisfactory standard of educational efficiency for the purpose for which affiliation is sought;
 - (b) its financial resources are such as to make the provision for its continued maintenance;
 - (c) it is under proper management and is suitably organized;
 - (d) its buildings are suitable and sufficient;
 - (e) the furniture, library and laboratory equipment are adequate;
 - (f) the provision for the residence, discipline and supervision of students is satisfactory;
 - (g) it has framed such conduct and discipline rules for its students as may be approved by the University;
 - (h) due provision has been made for the health and recreation of students;
 - (i) the number of its teaching staff with requisite qualifications are adequate, and the conditions of their service are such as may be approved by the University;
 - (j) it has framed such efficiency and discipline rules for its teachers and employees as may be approved by the University; and

- (k) it has made provision for such other matters as are necessary for the maintenance of the standards of the University education.
- (3) A college applying for recognition in respect of any course of study shall give information on the following matters, namely :—
- (a) standards and subjects in respect of which recognition is sought;
 - (b) accommodation, library and laboratory equipment;
 - (c) number, qualifications, work, emoluments and conditions of service of teachers;
 - (d) provision for hostels, playgrounds and the residence of the Principal and other members of the staff;
 - (e) fees proposed to be levied;
 - (f) the financial provision made for the continued maintenance of the college; and
 - (g) such other matters as may be prescribed by the University Ordinances.
- (4) The Syndicate, if satisfied with respect to the matters mentioned in clause (2), shall so affiliate the college:

Provided that affiliation shall in no case be granted with retrospective effect beyond the date on which the application was made :

Provided further that the Syndicate may refuse to affiliate a college if it is satisfied that it is not desirable to grant affiliation to it.

- (5) The Syndicate may, after due enquiry and after consultation with the Academic Council, withdraw the affiliation granted to a college, and, after consultation with Faculty concerned, withdraw the recognition granted to a course of studies in a college which has failed to comply with the conditions prescribed by the Statutes and the University Ordinances or imposed by the Syndicate at the date of such affiliation or recognition, as the case may be, or at any later date.
- (6) The Syndicate shall give the college an opportunity of appearing at any such enquiry and of making representations on its own behalf and shall communicate its decision to the college which shall be entitled to appeal to the Chancellor within thirty days of the receipt of a decision to withdraw such affiliation or recognition and the decision of the Chancellor on the appeal shall be final.

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| Discipline Board. | 36. | The University shall set up a Discipline Board and such other Boards as may be prescribed by the Statutes. |
| Constitution of Board. | 37. | The constitution, powers and duties of the Discipline Board and of all other Boards of the University shall be prescribed by the University Ordinances. |
| Statutes. | 38. | Subject to the provisions of this Order, the Statutes may provide for all or any of the following matters, namely :

(a) the conferment of honorary degrees; |

- (b) the institution of Fellowships, Scholarships, Exhibitions and Prizes;
- (c) the designations, powers, duties and conditions of service of teachers and officers;
- (d) the constitution, powers and duties of the Syndicate, the Academic Council and the Faculties;
- (e) the setting up and maintenance of academic museums, schools and institutes for development of teaching and research and administration and management thereof;
- (f) the institution and maintenance of Halls and the management of Hostels;
- (g) the mode of appointment of Professors, Associate Professors, Assistant Professors, Lecturers and other teachers of the University;
- (h) the constitution of a pension or provident fund for the benefit of officers, teachers, clerical staff and other employees of the University;
- (i) the constitution, powers and duties of the Governing Bodies of the affiliated Colleges;
- (j) the maintenance of a register of registered graduates; and
- (k) all such matters as are not provided for by this Order.

**Statutes
how made.**

- 39.(1) The Statutes of the University shall be those set out in the Schedule.
- (2) The Statutes may be amended or repealed by the Syndicate in the manner specified hereinafter.
- (3) All Statutes shall be submitted to the Senate for ratification.
- (4) The Senate may, on receipt of the proposal of Statutes, return it to the Syndicate with the suggestion that the Statutes or a particular provision of the Statutes be reconsidered and that any amendments specified in the suggestion be considered but if the Syndicate again submits the proposal of Statutes with or without the suggested amendments to the Senate, it shall be deemed to have been ratified unless rejected by the two-thirds of the total number of members of the Senate:
- Provided that the Statutes relating to the service conditions of teachers, officers and other employees of the University shall be prescribed to the Senate but shall require its ratification.
- (5) A Statute proposed by the Syndicate shall have no validity until it has been ratified or deemed to have been ratified by the Senate.
- (6) Save as otherwise provided, the Syndicate shall not propose any Statute effecting the status, powers or constitution of any authority of the University.

**University
Ordinances.**

40. Subject to the provisions of this Order and the Statutes, the University Ordinances may provide for all or any of the following matters, namely :-
- (a) the courses of study to be laid down for all degrees, diplomas and certificates of the University;

- (b) the manner in which lectures, work in the laboratories or workshops and other teaching shall be conducted;
- (c) the condition in accordance with which the tutorial instruction shall be given;
- (d) the conditions under which students shall be admitted to the degree, diploma or other courses and to the examinations of the University, and shall be eligible for degrees, diplomas and certificates;
- (e) the admission of students to the University;
- (f) conduct and discipline of the students of the University, and punishment including rustication and expulsion for misconduct and breach of discipline;
- (g) the conditions of residence of the students of the University, the levying of fees for residence in Halls and the licensing of Hostels;
- (h) the fees to be charged for courses of study in the University and for admission to the examinations, degrees and diplomas of the University;
- (i) the formation of Departments in the Faculties;
- (j) the constitution, powers and duties of the Boards of the University;
- (k) the conduct of examinations; and
- (l) all such matters as are not provided for by this Order and the Statutes.

**Ordinances
how made.**

- 41.(1) The University Ordinances shall be made by the Syndicate.
- (2) No University Ordinance shall be made—
- (a) affecting the admission of students, or prescribing examinations to be recognized as equivalent to the University examinations or the further qualifications mentioned in clause (2) of Article 46 for admission to the degree courses of the University, unless a draft of the same has been proposed by the Academic Council, or
- (b) affecting the conduct or standard of examinations or any course of study, unless a draft of such University Ordinance has been proposed by the Academic Council in accordance with a proposal of Faculty concerned.

Regulations.

- 42.(1) The authorities and the Boards of the University may make Regulations consistent with this Order, the Statutes, and the University Ordinances—
- (a) laying down the procedure to be observed at their meetings and the number of members required to form a quorum;
- (b) providing for all matters concerning such authorities and Boards and not provided for by this Order, the Statutes and the University Ordinances.

- (2) Every authority of the University shall make Regulations providing for the giving of notice to the members of such authority of the dates of meetings and of the business to be considered at meetings, and for the keeping of a record of the proceedings of such meetings.
- (3) The Syndicate may direct annulment of any Regulation or amendment therein in such manner as it may specify.

Residence. 43. Every student of the University shall reside at such places and under such conditions as may be prescribed by the Statutes and the University Ordinances.

Halls. 44. The Halls of the University shall be such as Halls may be prescribed by the Statutes.

Hostels. 45.(1) The Hostels shall be such as may be approved and licensed by the Syndicate subject to such general or special conditions as may be prescribed by the University Ordinances.

Warden. (2) The Wardens and Superintending staff of Hostels shall be appointed in the manner prescribed by the Statutes.

(3) The conditions of residence in Hostels shall be prescribed by the University Ordinances, and every Hostel shall be subject to inspection by any member of the Discipline Board authorised in this behalf by such Board and by any officer of the University authorised in this behalf by the Syndicate.

(4) The Syndicate shall have power to suspend or withdraw the licence of any Hostel which is not conducted in accordance with the conditions prescribed by the University Ordinances.

Admission of Students.

- 46.(1) Admission of students to the University for degrees of Bachelor of Arts, Bachelor of * Business Studies and Bachelor of Science and higher degrees shall be made by an Admission Committee, appointed for the purpose by the Academic Council.
- (2) No student shall be eligible for admission to a course of study for a degree in the University or any of its affiliated colleges, unless he has passed the Intermediate Examination of the Board of Intermediate and Secondary Education, Dhaka or any other authority incorporated by any law for the time being in force in Bangladesh, or an examination recognized under the Statutes as equivalent thereto, and possess such further qualifications as may be prescribed by the University Ordinances.

Provided that for admission to a five-year course of study for a degree of Bachelor of Arts in Fine Arts students who have passed the Matriculation or the Secondary School Certificate Examination of the Board of Intermediate and Secondary Education, Dhaka or the Matriculation or Secondary School Certificate Examination of any other authority incorporated by law, for the time being in force in Bangladesh, or any examination recognized under the Statutes as equivalent thereto, and possess such further qualifications as may be prescribed by the University Ordinances, shall be so eligible.

- (3) The conditions under which students may be admitted to the diploma courses of the University shall be prescribed by the University Ordinances.

* (Vide Act No. 17 of 1995 published on Bangladesh Gazette Extra-ordinary 17.7.1995)

- (4) For the purpose of admission to a course of studies the University shall not, without the previous sanction of the Government, recognize as equivalent to its own degree any degree conferred by any other University or as equivalent to the Intermediate Examination, any examination conducted by any authority other than a University or a Board of Intermediate and Secondary Education or other authority incorporated by law for the time being in force in Bangladesh :

Provided that the University may admit a student from a foreign country to any of its courses of study if the Academic Council is satisfied that his qualifications are equivalent to those required for admission to the course.

- Examination.** 47.(1) All arrangements for the conduct of examinations shall be made by the Controller of Examinations and all examiners shall be appointed by the Academic Council in the manner specified in this Order and the University Ordinances.
- (2) If during the course of an examination any examiner becomes, for any reason, incapable of acting as such, the Vice-Chancellor shall appoint an examiner to fill the vacancy.
- (3) At least one examiner who is not a member of the University shall be appointed for each subject included in a Department and forming part of the course which is required for a University degree.
- (4) The Academic Council shall appoint Examination Committees consisting of such members of its own body, or of such other persons, or of both, as it thinks fit, to moderate examination questions, to prepare the results of the examinations and to report such results to the Syndicate for publication.

- Annual Report.** 48. The annual report of the University shall be prepared under the direction of the Syndicate and shall be submitted to the Chancellor on or before the 31st January of the following academic session.
- Annual Accounts.** 49.(1) The annual accounts and the balance sheet of receipts and expenditure of the University shall be prepared under the direction of the Syndicate and shall be submitted to the Commission for the purpose of audit.
- Audit Report.** (2) The accounts together with copies of the audit report shall be submitted to the Commission.
- Removal of Registered Graduates.** 50. The Chancellor may with the concurrence of not less than two-thirds of the total number of members of the Syndicate, remove the name of any person from the register of registered graduates.
- Disputes.** 51. If, in the absence of any clear provisions in this Order, the Statutes or the University Ordinances, any question arises as to whether any person is entitled to be a member of any authority or of any other body of the University, the matter shall be referred to the Chancellor whose decision thereon shall be final.
- Appeal to Chancellor.** 52.(1) An appeal against the order of any officer or authority of the University affecting any person or class of persons in the University may be made by petition to the Chancellor who shall send a copy on receipt of the petition thereof to the officer or authority concerned and shall give such officer or authority an opportunity to show cause why the appeal should not be entertained.
- (2) The Chancellor may reject any such appeal or may, if he thinks fit, appoint an Enquiry Commission consisting of such persons as are not officers of the University or members of any authority thereof, to enquire into the matter and to submit to him a report thereon.

- (3) The Chancellor shall, on receipt of the Enquiry Commission's report, send a copy thereof to the Syndicate and the Syndicate shall take the report into consideration and shall, within three months of the receipt thereof, pass a resolution thereon which shall be communicated to the Chancellor, who shall then take such action on the report of the Enquiry Commission and resolution of the Syndicate as he may think fit.
- (4) An Enquiry Commission appointed under clause (2) may require any officer or authority of the University to furnish it with such papers or information as are, in the opinion of the Enquiry Commission, relevant to the matter under enquiry, and such officer or authority shall be bound to comply with such requisition.

Constitution of Committees. 53. Where any authority of the University is authorised by this Order or the Statutes to appoint a Committee, such Committee shall, unless otherwise, provided, consist of one or more members of the authority concerned and of such other persons, if any, as the authority in each case may determine.

Casual Vacancies. 54. All casual vacancies in the office of the members other than *ex-officio* members of any authority or of any other body of the University shall be filled, as soon as may be, by the person or the body who nominated the member whose place has become vacant, and the person nominated to a casual vacancy shall be a member of such authority or body for the residue of the term for which the person whose place he fills would have been a member.

Proceedings not invalidated by vacancies. 55. No act or proceedings of any authority or other body of the University shall be invalid or be called in question merely on the ground of the existence of any vacancy in such authority or body, or of the failure or defect in the making or holding any appointment, nomination or election to, or of any other defect in the formation of, such authority or body.

**Appointment
on Contract.**

- 56.(1) Every salaried teacher and officer of the University shall be appointed on a written contract which shall be lodged with the Registrar of the University, and a copy of the contract shall be furnished to the teacher or officer concerned.

**Service
Conditions.**

- (2) The service conditions shall be determined without any prejudice to the freedom of the teacher or officer to hold any political views and to keep association with any lawful organization outside the University and shall be clearly stated in the contract.

Provided that if a teacher or other salaried employee of the University seeks election as a Member of Parliament, he shall before the date for filing of nominations, resign from the service of the University.

- (3) A teacher or officer of the University may be dismissed only on grounds of moral turpitude or inefficiency, but no such teacher or officer shall be dismissed unless an enquiry into the charges of moral turpitude or inefficiency is held by an Enquiry Committee on which the teacher or the officer may be represented by a person nominated by him.
- (4) Any public officer whom it is proposed to appoint to a post in the University shall, subject to the approval by the Government, have the option—
- (a) of having his services lent to the University for a specified period and remaining liable to recall to the service of the Government at the end of that period; or
 - (b) of resigning service of the Government on entering the service of the University.

- Pension Provident Fund/ Gratuity.** 57.(1) The University shall, in such manner and subject to such condition as may be prescribed by the Statutes, constitute for the benefit of its employees such pension, insurance, benevolent, gratuity or provident fund as it may deem fit.
- (2) Where any provident fund has been constituted, the Government may declare that the provisions of the Provident Fund Act, 1925 (Act XIX of 1925), shall apply to such funds as if it were a Government Provident Fund.
- Contribution by Government or Commission.** 58. The Government or the Commission shall contribute annually to the University such sum of money as may be determined by them.
- Repeal of Dhaka University Ordinance, 1961.** 59.(1) The Dhaka University Ordinance, 1961 (E.P. Ord. No. XXIII of 1961), is hereby repealed.
- Saving clause.** (2) Notwithstanding the aforesaid repeal, anything done, action taken, obligation or liability incurred, rights and assets acquired, person appointed or authorised, jurisdiction or power conferred, endowment, bequest, fund or trust created, donation and grant made, scholarship, studentship or exhibition instituted, affiliation granted and orders issued under any of the provisions of the said Ordinance, or Statutes, University Ordinances and Regulations made thereunder, so far as they are not inconsistent with the provisions of this Order or Statutes, University Ordinances and Regulations made hereunder, shall be continued and, so far as may be, deemed to have been respectively done, taken, incurred, acquired, appointed, authorised, conferred, created, made, instituted, granted or issued under this Order or the Statutes, University Ordinances or Regulations made hereunder and any documents referring to any of

the provisions of the said Ordinance, or Statutes, University Ordinances or Regulations made thereunder shall, so far as may be, considered to refer to the corresponding provisions of this Order or the Statutes, University Ordinances or Regulations made hereunder.

**Interim
arrangement.**

60. Upon the coming into force of this Order, the existing Syndicate, Academic Council and all other authorities, Committees and bodies constituted under the repealed Ordinance shall continue to function until a new Syndicate, Academic Council and other authorities, committees and bodies are duly constituted under this Order, and all persons holding office under the repealed Ordinance shall continue to function till new appointments or nominations are made or elections are held according to this Order.

**Removal of
difficulties.**

61. If any difficulty arises with respect to the functioning of the University or in connection with the first meeting of any authority of the University or otherwise in first giving effect to the provisions of this Order, the Chancellor may, at any time before all the authorities of the University have been constituted, by order make any appointment or do anything, consistent, so far as may be, with the provisions of this Order and the Statutes, which appears to him necessary or expedient for the purpose of removing the difficulty; and every such Order shall have the effect as if such appointment or action has been made or taken in the manner provided in this Order :

Provided that before making any such Order or taking any such action, the Chancellor shall ascertain and consider the opinion of the Vice-Chancellor.

THE SCHEDULE**The First Statutes of the University.**

- Definitions.**
1. In these Statutes, unless the context otherwise requires, the following expressions shall have the meaning hereby respectively given to them, that is to say:
 - (a) “Order” means the Dhaka University Order, 1973 (P. O. No. 11 of 1973);
 - (b) “Article” means an Article of the Order; and
 - (c) “Officers”, “authorities”, “Professors”, “Associate Professors”, “Assistant Professors”, “Lecturers”, “teachers”, “clerical staff” and “registered graduates” mean respectively officers, authorities, Professors, Associate Professors, Assistant Professors, Lecturers, teachers, clerical staff and registered graduates of the University of Dhaka.
- Powers of Syndicate.**
2. Subject to the provisions of the Order, the Syndicate shall have the powers—
 - (a) to deal with the applications of colleges for grant of affiliation;
 - (b) to cause the affiliated colleges to be inspected by the Inspector of colleges and to direct such action to be taken as may appear to it to be necessary to remedy defects, as may have come to its notice;
 - (c) in case of non-compliance with its directives, to take appropriate action against the defaulting colleges;

- (d) to institute, at its discretion, such Professorships, Associate Professorships, Assistant Professorships, Lectureships, or other teaching posts as may be proposed by the Academic Council;
- (e) to abolish or suspend, after report from the Academic Council thereon, any Professorship, Associate Professorship, Assistant Professorship, Lectureship or other teaching posts;
- (f) to appoint teachers, officers, clerical staff and other employees;
- (g) to delegate, subject to such conditions as may be prescribed by Regulations made by the Syndicate, its power to appoint teachers, officers, clerical staff and other employees to such person or authority as it may determine;
- (h) to manage and regulate the finances, accounts, investments, property and all administrative affairs whatsoever of the University, and for that purpose, to appoint such agents as it may think fit;
- (i) to accept bequests, donations and transfers of property to the University:

Provided that all such bequests, donations and transfers shall be reported to the Chancellor as soon as may be;
- (j) to provide buildings premises, furniture, apparatus, equipment and other means needed for carrying on the work of the University;
- (k) to enter into, vary, carry out and cancel contracts on behalf of the University after report from the Finance Committee;

- (l) to invest any monies belonging to the University, including any unapplied income in any of the securities described in section 20 of the Trusts Acts, 1882, or in the purchase of immovable property in Bangladesh with the like power of varying such investment, or to place in fixed deposit in any bank approved in this behalf by the Government any portion of such monies not required for immediate expenditure; and to borrow from such bank against such fixed deposits and securities purchased from the recurring fund of the University;
- (m) to appoint Committees for such purposes as it considers necessary provided, however, that the reports of such Committees shall be considered by the Syndicate before action is taken in connection therewith unless the Syndicate in any particular case otherwise direct;
- (n) to make University Ordinances regulating the duties and the residence of the employees of the University; and
- (o) to make Regulations relating to any matter which is not otherwise provided for by the Order, Statutes and University Ordinances.

Term of Senate.

3. Save as otherwise provided, members of the Senate, other than *ex-officio* members, shall hold office for a period of three years from the date of the annual meeting of the Senate held for the first time after the election and appointment of new members of the Senate under Article 20 of the Dhaka University Order, 1973, and thereafter, till the date immediately before the date of the next meeting of the Senate.

Term of office of Syndicate, A.C., F.C.

4. Save as otherwise provided, after the election and appointment of new members the term of office of the Syndicate, the Academic Council, the Finance Committee and other Statutory Bodies, other than the *ex-officio* members, shall be counted from the date of first meeting of the relevant body.

Powers of the A.C.

5. The Academic Council shall have the powers—
 - (a) to make Regulations for and to award, in accordance with such Regulations Fellowships, Scholarships, Exhibitions, bursaries, medals and other rewards;
 - (b) to appoint, after report from the Faculties concerned, examiners;
 - (c) to control and manage the University Library or Libraries, and to frame regulations regarding their use and general administration;
 - (d) to formulate, modify or revise, subject to the control of the Syndicate, schemes for the constitution or reconstitution of Faculties and for the assignment of subjects to such Faculties;
 - (e) to assign teachers to the Faculties;
 - (f) to promote research within the University and to require reports on such research from the persons employed thereon; and
 - (g) to appoint Committees for such purposes as it considers necessary provided, however, that the reports of such Committees shall be considered by the Academic Council before action is taken in connection therewith unless the Academic Council in any particular case otherwise directs.

Faculties.

6. (1) In addition to the Faculties mentioned in clause (1) of Article 27 of the Order, there shall be the following Faculties:—
- (i) Faculty of Education,
 - (ii) Faculty of Post-Graduate Medical Sciences & Research,
 - (iii) Faculty of Biological Sciences,
 - (iv) Faculty of Education Extension and Research,
 - (v) Faculty of Agriculture,
 - * (vi) Faculty of Pharmacy,
 - ** (vii) Faculty of Earth and Environmental Sciences,
 - ** (viii) Faculty of Engineering and Technology.

Composition of Faculties.

- (2) Each Faculty other than the faculties of Education, Fine Arts, Medicine, *** Business Studies, Social Sciences, Post Graduate Medical Sciences & Research and Education Extension & Research shall consist of:—
- (i) the Professors and Chairmen of the Departments comprised in the Faculty;
 - (ii) such teachers of subjects assigned to the Faculty as may be appointed to the Faculty by the Academic Council;
 - (iii) such teachers of subjects not assigned to the Faculty but having, in the opinion of the Academic Council, an important bearing on those subjects, as may be appointed to the Faculty by the Academic Council;

* (Amended vide Senate dated 20.06.1996)

** (Amended vide Senate dated 26.06.2008)

*** (Vide Act No. 17 of 1995 published on Bangladesh Gazette Extra-ordinary 17.07.1995)

- (iv) such persons as may be appointed to the Faculty by the Academic Council on account of their possessing expert knowledge in a subject or subjects assigned to the Faculty:

Provided that the total number of members appointed under clauses (ii), (iii) and (iv) above shall not together exceed fifteen.

- *(3) The Faculties of the University shall consist of such number of members as may be determined by the Academic Council from time to time.

Term.

- (4) The period of office of members of any Faculty, other than the *ex-officio* members shall be three academic years from the date of their appointments, but shall continue in office till their successors enter upon the office. The Academic Council may make appointments of Faculty members not more than three months before such appointments shall take effect:

Provided that teachers appointed as such shall hold office only so long as they continue to be teachers of the University and are not enjoying leave for a period exceeding three months:

Provided further that if a teacher be granted leave by the University for a period exceeding three months, he may be replaced by another teacher during such period of leave if the Academic Council so determines.

* (Amended vide Senate dated 13.7.1999)

Faculty of Education.

7. The Faculty of Education shall consist of :-
- (i) The Dean of the Faculty of Arts, Dhaka University;
 - (ii) The Dean of the Faculty of Science, Dhaka University;
 - (iii) The Director of Public Instructions, Bangladesh;
 - (iv) The Principal, Teachers' Training College, Dhaka;
 - (v) The Principal, Teachers' Training College, Mymensingh;
 - (vi) The Principal, Teachers' Training College for Women, Mymensingh;
 - (vii) The Director of Physical Education, Government of Bangladesh;
 - (viii) The Chairman, Board of Intermediate and Secondary Education, Dhaka;
 - (ix) The Chairman of the Department of Philosophy, Dhaka University;
 - (x) The Inspector of colleges, Dhaka University;
 - (xi) Two representatives of the Academic Council to be nominated by the Chairman of the Academic Council, Dhaka University;
 - (xii) The Director of Physical Education, Dhaka University;
 - (xiii) The Director, Institute of Education & Research, Dhaka University; and
 - (xiv) Two members to be co-opted by the Faculty as constituted under clauses (i) to (xiii) above.

**Faculty of
Fine Arts.**

- *8. The Faculty of Fine Arts shall consist of—
- (i) The Dean of the Faculty of Arts, Dhaka University;
 - (ii) The Dean of the Faculty of Social Sciences, Dhaka University;
 - (iii) All Professors and Chairmen of the Departments comprised in the Faculty;
 - (iv) Two representatives of the Academic Council, University of Dhaka to be nominated by the Chairman of the Academic Council;
 - (v) Two distinguished Artists to be co-opted by the faculty as constituted under clauses (i) to (iv) above;

Provided that the total number of members of the Faculty shall as determined by the Academic Council.

**Faculty of
Medicine.**

9. The Faculty of Medicine shall consist of :—
- (i) The Principals of Medical Colleges and Directors of the Institutes comprised in the Faculty;
 - (ii) Such teachers of subjects assigned to the Faculty as may be appointed to the Faculty by the Academic Council:

Provided that at least one Professor in each of the subjects taught in the Faculty when such professorships exist shall be included in making such appointments;

* (Amended vide Senate dated 26.6.2008)

- (iii) Such teachers of subjects not assigned to the Faculty but having in the opinion of the Academic Council, an important bearing on those subjects, as may be appointed to the Faculty by the Academic Council; and
- (iv) Such other persons as may be appointed to the Faculty by the Academic Council on account of their possessing expert knowledge in a subject or subjects assigned to the Faculty.

**Faculty of
Business
Studies.**

- *10.(1) The Faculty of Business Studies shall consist of :
- (i) All Professors and Chairmen of the Departments comprised in the Faculty;
 - (ii) The Dean of the Faculty of Arts, Dhaka University;
 - (iii) The Dean of the Faculty of Science, Dhaka University;
 - (iv) The Chairman of the Department of Economics, Dhaka University;
 - (v) The Director, Institute of Business Administration, Dhaka University;
 - (vi) Two representatives of the Academic Council, Dhaka University to be nominated by the Chairman of the Academic Council;
 - (vii) 10 persons to be co-opted by the Faculty as constituted under clauses (i) to (vi) above in the following manner—
 - (a) **Eight teachers of the Faculty other than Professors and Chairmen of the Departments; so as to accommodate one teacher representative from each department of the Faculty;

* (Vide Act No. 17 of 1995 published on Bangladesh Gazette Extra-ordinary 17.07.1995)

** (Amended vide Senate dated 26.6.2008)

- (b) Two teachers of Commerce subjects from the affiliated Degree Colleges of the University of Dhaka; and
- (c) Four persons possessing expert knowledge and professional skill in a subject or subjects taught in the Faculty.

Term

- (2) The period of office of members of the Faculty, other than the *ex-officio* members, shall be three academic years from the date of their appointment, but shall continue in office till their successors having been appointed enter upon the office;

Provided that teachers of the departments or teachers of the affiliated Degree Colleges co-opted as such shall hold office only so long as they continue to be such teachers:

Provided further that if a teacher is granted leave by the University for a period exceeding three months, he may be replaced by another teacher during such period of leave if the Faculty so determines.

Faculty of Social Sciences.

11. (1) The Faculty of Social Sciences shall consist of:—
- (i) The Chairman of the Department of Economics;
 - (ii) The Chairman of the Department of Political Science;
 - (iii) The Chairman of the Department of Sociology;
 - (iv) The Director, Institute of Social Welfare and Research, Dhaka University;

- (v) The Chairman of the Department of International Relations;
- (vi) All Professors of the Departments comprised in the Faculty;
- (vii) Two representatives of the Academic Council, Dhaka University, nominated by the Chairman of the Academic Council;
- (viii) The Dean of the Faculty of Arts, Dhaka University;
- (ix) The Dean of the Faculty of Science, Dhaka University;
- (x) Such other teachers of the Departments comprised in the Faculty and Principals and teachers of affiliated Colleges of the University as may be co-opted by the Faculty as constituted under clauses (i) to (ix) above:

Provided that the total number of members of the Faculty shall not exceed forty.

Term.

- (2) The period of office of members of the Faculty other than the *ex-officio* members shall be three academic years from the date of their appointment, but shall continue in office till their successors having been appointed enter upon the office:

Provided that teachers of Departments, the Principals or teachers of affiliated colleges co-opted as such shall hold office only so long as they continue to be such teachers.

**Faculty of
IPGM&R**

12. In addition to the Faculties mentioned in clause (1) of Article 27 of the Order, there shall be a Faculty of Post-Graduate Medical Sciences and Research.

**Composition
of Faculty of
IPGM&R**

13. (1) The Faculty of Post-Graduate Medical Sciences and Research shall consist of:—

- (i) Professor of Anatomy, IPGMR, (M. Phil., Medi., in Anatomy course)
- (ii) Professor of Physiology, IPGMR, (M.Phil., Medi., in Anatomy course)
- (iii) Professor of Biochemistry, IPGMR, (M.Phil., Medl., in Microbiology course)
- (iv) Professor of Microbiology, IPGMR, (M.Phil., Medi., in Microbiology course)
- (v) Professor of Pharmacology, IPGMR, (M.Phil., Medl., in Pharmacology course)
- (vi) Professor of Pathology, IPGMR, (M.Phil., Medi., in Pathology course)
- (vii) Professor of Obstetrics & Gynaecology, IPGMR, (DGO) course
- (viii) Professor of Diagnostic Radiology, IPGMR, (DMRD) course
- (ix) Professor of Paediatrics, IPGMR, (DCH) course
- (x) Professor of Ophthalmology, IPGMR, (D.O) course
- (xi) Professor of Dermatology, IPGMR, (DDV) course

- (xii) Professor of E.N.T.D., IPGMR, (DLO) course
- (xiii) Professor of Anesthesiology, IPGMR, (DA) course
- (xiv) Professor of Psychiatry, IPGMR, (D.P.M.) course
- (xv) In-Charge of DPH course, NIPSOM
- (xvi) In-Charge of DIH course, NIPSOM
- (xvii) In-Charge of DCM course, NIPSOM
- (xviii) In-Charge of MPH (HE) course, NIPSOM
- (xix) In-Charge of DMCH & FP course, NIPSOM
- (xx) In-Charge of DBS & T course, IPGMR
- (xxi) Director, IPGMR
- (xxii) Director, NIPSOM
- (xxiii) Director, IDCH
- (xxiv) Director, RIHD
- (xxv) Director, ICVD
- (xxvi) Director, Institute of Ophthalmology
- (xxvii) Principal, Dhaka Medical College
- (xxviii) Dean, Faculty of Medicine, Dhaka University

(xxix) Dean, Faculty of Medicine, Chittagong University

(xxx) & (xxxi) two representatives of the Academic Council, Dhaka University

(xxxii) Co-opted member : Such other distinguished teachers / Medical personnel's and research workers of Medical Sciences and in- charge of any new course started under this faculty may be co-opted by the Faculty as constituted under clauses (i) to (xxxi)

Provided that the total number of members of the Faculty shall not exceed forty.

Term.

(2) The period of office of members of the Faculty, other than the *ex-officio* members, shall be three academic years from the date of their appointment but shall continue in office till their successors having been appointed enter upon the office:

Provided that the representatives of the Academic Council and distinguished teachers and research workers nominated or co-opted shall hold office only so long within the aforesaid period as they continue to be members of the Academic Council or distinguished teachers or research workers of Medical Sciences.

Faculty of Education Extension & Research

14. In addition to the Faculties mentioned in clause (1) of Article 27 of the Order, there shall be a Faculty of Education Extension and Research for the Bangladesh Education Extension and Research Institute.

**Composition
of the Faculty
of Education
Extension &
Research.**

15. (1) The Faculty of Education Extension and Research shall Consist of :—

- (i) The Director, Bangladesh Education Extension and Research Institute,
- (ii) The Deputy Director, Bangladesh Education Extension and Research Institute,
- (iii-vi) Not more than Four Senior Specialists of the Institute to be nominated by the Director of the Institute,
- (vii-xi) Not more than Five Specialists of the Institute to be nominated by the Director,
- (xii) The Dean of the Faculty of Arts, Dhaka University,
- (xiii) The Dean of the Faculty of Social Sciences, Dhaka University,
- (xiv) The Dean of the Faculty of Fine Arts, Dhaka University,
- (xv) The Dean of the Faculty of Education, Dhaka University,
- (xvi) The Director of the Institute of Education & Research, Dhaka University,
- (xvii) The Dean of the Faculty of Science, Dhaka University,
- (xviii) The Dean of the Faculty of Biological Sciences, Dhaka University,

- (xix) The Dean of the Faculty of *Business Studies, Dhaka University,
- (xx) The Director of Public Instructions, Bangladesh,
- (xxi) The Deputy Educational Adviser (Education Divn.) Ministry of Education, Scientific and Technological Research and Atomic Energy,
- (xxii) The Deputy Secretary (Education Division) Ministry of Education, Scientific and Technological Research & Atomic Energy,
- (xxiii) The Director of Agriculture (Research & Education), Dhaka,
- (xxiv) The Director of Agriculture (Extension & Management), Dhaka,
- (xxv) The Chairman, Board of Intermediate and Secondary Education, Dhaka,
- (xxvi) The Principal, Technical Teachers Training College, Dhaka,
- (xxvii) The Chairman of the Department of Soil Science, Dhaka University,
- (xxviii-xxix) Two representatives of the Academic Council, Dhaka University.

Provided that the total number of members of the Faculty shall not exceed forty.

* (Vide Act No. 17 of 1995 published on Bangladesh Gazette Extra-ordinary 17.07.1995)

- Term.**
- (2) The period of office of members of the Faculty, other than the *ex-officio* members, shall be three academic years from the date of their appointment but shall continue in office till their successors having been appointed enter upon the office.
 - (3) For the purpose of the election of the Dean of the Faculty, the teachers of the Institute shall be deemed to have the following equivalence of the University teachers:
 - (i) The Director : Professor
 - (ii) The Deputy Director : Associate Professor
 - (iii) The Senior Specialist : Associate Professor
 - (iv) The Specialist : Assistant Professor

Composition of the Faculty of Pharmacy.

- * 15A. The Faculty of Pharmacy shall consist of :—
- (i) The Chairmen of the Departments under the Faculty of Pharmacy, University of Dhaka.
 - (ii) All Professors including Professor Emeritus of the Departments under the Faculty of Pharmacy, University of Dhaka.
 - (iii) The Dean of the Faculty of Science, University of Dhaka.
 - (iv) The Dean of the Faculty of Biological Sciences, University of Dhaka.
 - (v) The Dean of the Faculty of Medicine, University of Dhaka.

* (Amended vide Senate dated 26.6.2008)

- (vi) The Dean of the Faculty of Post-Graduate Medical Sciences & Research, University of Dhaka.
- (vii) The Director General of Health Services, Government of the Peoples' Republic of Bangladesh of his representative not below the rank of a Director.
- (viii) The Director, INFS, University of Dhaka.
- (ix) The Chairman, Department of Pharmacology, BSMMU, Dhaka.
- (x) The Chairman, Department of Chemistry, University of Dhaka.
- (xi) The Chairman, Department of Bio-Chemistry & Molecular Biology, University of Dhaka.
- (xii) The Director, Directorate of Drug Administration, Government of the Peoples' Republic of Bangladesh.
- (xiii) The Chairman, Department of Microbiology, University of Dhaka.
- (xiv) The Chairman, Department of Pharmacy, Jahangir Nagar University, Savar, Dhaka.
- (xv) The Chairman, Department of Pharmacy, Rajshahi University, Rajshahi.
- (xvi) Two persons to be nominated by the Vice-Chancellor.

Powers of Faculty.

16. Subject to the provisions of the Order, each Faculty shall have the powers—
- (a) to constitute Committees of Courses and Studies;
 - (b) to recommend to the Academic Council, after consulting the Committees of Courses and Studies, the names of examiners in subjects assigned to the Faculty; and
 - (c) to recommend creation of teaching posts upto the Assistant Professorship.

Dean.

17. (1) The Dean of each Faculty shall be the executive officer of the Faculty and shall preside at its meetings.
- (2) In the absence of the Dean, for a period not exceeding 90 days the Vice-Chancellor shall appoint an acting Dean, who shall exercise all the powers and enjoy all the privileges of the Dean.
- (3) The Dean shall issue the lecture lists of the University in the Departments comprised in the Faculty, and shall be responsible for the conduct of teaching therein.
- (4) The Dean shall have the right to be present and to speak at any meeting of any Committee of the Faculty, but shall not vote unless he is a member of the Committee.

Provosts.

18. (1) The Provost of a Hall shall be appointed by the Vice-Chancellor and shall hold office for such period and on such terms and conditions as the Vice-Chancellor may decide.

Halls.

(2) The Halls of the University shall be the following, namely :—

- * (i) The Salimullah Muslim Hall;
- * (ii) The Fazlul Huq Muslim Hall;
- (iii) The Shahidullah Hall;
- (iv) The Jagannath Hall;
- ** (v) The Shahid Sergeant Zahurul Huq Hall;
- (vi) The Ruqayyah Hall;
- (vii) The Surja Sen Hall;
- (viii) The Haji Muhammad Mohsin Hall;
- (ix) The Shamsun Nahar Hall;
- (x) The Kabi Jasimuddin Hall;
- *** (xi) The Sir A. F. Rahman Hall;
- *** (xii) The Jatir Janak Bangabandhu Sheikh Mujibur Rahman Hall;
- (xiii) The Muktijoddha Ziaur Rahman Hall;
- **** (xiv) The Bangladesh Kuwait Moitri Hall;
- * (xv) The Sir P. J. Hartog International Hall;
- ***** (xvi) The Amar Ekushey Hall;
- ***** (xvii) The Begum Fazilatunnessa Mujib Hall;
- ***** (xviii)
- ***** (xviii)(a) The Kabi Sufia Kamal Hall; and
- ***** (xix) The Bijoy Ekattor Hall.

* (Amended vide Senate dated 28.06.2005)

** (Amended vide Senate dated 23.11.2013)

*** (Amended vide Senate dated 25.06.2014)

**** (Amended vide Senate dated 30.01.1992)

***** (Amended vide Senate dated 27.06.2001)

***** (Amended vide Senate dated 29.06.2011)

***** (Amended vide Senate dated 27.06.2012)

- Warden.** 19. The Warden and the Superintending staff of approved and licensed Hostels shall be appointed by the authority maintaining such Hostels, from among the teachers of the University, Subject to the approval of the Vice-Chancellor.
- Honorary Degrees.** 20. (1) All proposals for the confirmation of honorary degrees shall be made by the Academic Council to the Syndicate, and shall be submitted to the Chancellor for confirmation.
- (2) Any honorary degree conferred by the University may, with the sanction of the Chancellor, be withdrawn by the Syndicate.
- Registered graduates.** *21. (1)(a) All graduates of the University of at least three years standing shall be entitled to have their names enrolled in the register of the registered graduates for life on payment of a registration fee of Taka *1200/- (one thousand two hundred) at a time, in cash.
- Provided that registered graduates who have already enrolled their names for life in the register of the registered graduates shall continue to be such graduates and enjoy the privileges of a registered graduate until their death or resignation without payment of any further fee.
- (b) All graduates of the University of at least three years standing shall be entitled to have their names enrolled within the specified date and time notified in the newspapers in order to enable them to be voters in the ensuing election of 25 representatives of Registered Graduates to the Senate for three academic years on payment of a registration fee of Taka *500/- (five hundred) at a time, in cash.
- The registration fee for three academic years shall not accumulate for life registered graduates even if he pays further fee for three academic years and so on.

Provided that for the purpose of clause (b) above the period between the date of payment and the 30th June following it shall be counted as on full academic year.

Provided further that a registered graduate will automatically cease to be such graduate on the expiry of the period of three academic years mentioned in clause (b) above unless the graduate pays a further sum of Taka 500/- (five hundred) for another three academic years before the expiry of the period of three years.

- * (2) An application for enrolment as a registered graduate under paragraph (1) shall be made in the form given in Appendix-A.
- (3) All disputes relating to compliance with the provisions of the Order, Statutes and University ordinances regarding registration of graduates shall be decided by the Chancellor.

Note: (i) "Graduate" shall include all persons having any degree from the University and the three years in sub-section (1) shall be counted from the date of publication of the result and shall not mean academic years.

(ii) Application shall be scrutinized for verification of degree in the Office of the Registrar.

(iii) Fees for registration as registered graduates/nomination once paid shall in no case be refunded if the application is cancelled in verification/scrutiny.

*(Amended vide Senate dated 27.06.2012)

Selection Board for Professor & Associate Professor.

22. (1) Appointments to salaried Professorships and salaried Associate Professorships shall be made on the nomination of a Selection Board constituted for the purpose as follows:-
- (i) the Vice-Chancellor (Chairman);
 - (ii) two nominees of the Syndicate;
 - (iii) two members nominated by the Chancellor; and
 - (iv) Three experts, of whom at least one must be an external expert, nominated by the Chancellor.
- (2) A Selection Board appointed under paragraph (1) shall report to the Syndicate which shall, if it accepts the nomination of the Board, make the appointment to the post accordingly. If the Syndicate does not accept the nomination of the Board, it shall refer the case to the Chancellor, who shall make such appointment as he thinks fit.
- (3) The Syndicate may, on the recommendation of the Selection Board, offer an eminently qualified person a Professorship in the University, on such terms and conditions as it may determine.

Selection Board for other teaching Posts.

23. (1) Appointment to teaching posts, other than Professorships and Associate Professorships, shall be made by the Syndicate on the nomination of a Selection Board constituted for the purpose as follows :—
- * (i) the Pro-Vice-Chancellor ** (Academic) - Chairman;

**(vide Act No. 7 of 1999 published on Bangladesh Gazette Extra-ordinary 13.4.1999)*

*** (Amended vide Senate dated 27.06.2012)*

- (ii) two nominees of the Syndicate;
 - (iii) the Chairman of the Department concerned; and
 - (iv) one expert to be nominated by the Syndicate.
- (2) If the Syndicate does not accept the nomination of Selection Board, it shall refer the case to the Chancellor who will make such appointments as he thinks fit.

Temporary Appointments for six months.

- (3) Temporary appointments, for a period not exceeding six months, to posts of teachers, other than Associate Professors and Professors may be made by the Vice-Chancellor on the recommendation of the Chairman of the Department and the Dean of the Faculty concerned and report it to the Syndicate.

Increments and Promotions.

24. Increments and promotions of teachers shall be given in recognition of achievements and shall not be granted automatically on the basis of seniority only.

Appointment of Registrar.

25. The Registrar shall be appointed by the Syndicate on the recommendation of a Selection Board constituted as follows :—

- (i) the Vice-Chancellor (Chairman);
- (ii) one member of the Academic Council to be selected by the Academic Council;
- (iii) two members of the Syndicate to be selected by the Syndicate; and
- (iv) two persons to be appointed by the Chancellor.

Appointment of Inspector of Colleges & Controller of Examinations.

26. The Inspector of Colleges and the Controller of Examinations shall be appointed by the Syndicate on the recommendation of a Selection Board constituted as follows :

- (i) the Vice-Chancellor (Chairman);
- (ii) the Treasurer;
- (iii) the Director of Public instructions, Bangladesh;
- (iv) The Deans of the Faculties of Arts, Science and Law;
- (v) two persons appointed by the Chancellor; and
- (vi) one person selected by the Syndicate.

Appointment of Librarian.

27. The Librarian of the University shall be appointed by the Syndicate on the recommendation of a Selection Board constituted as follows:—

- (i) the Vice-Chancellor (Chairman);
- (ii) two persons to be appointed by the Chancellor;
- (iii) two members of the Academic Council to be selected by the Academic Council; and
- (iv) one member of the Syndicate to be selected by the Syndicate.

Appointment of Chief and Additional Chief Medical Officer.

28. The Chief and/or Additional Chief Medical Officer of the University shall be appointed by the Syndicate on the recommendation of a Selection Board constituted as follows :—

- (i) The Vice-Chancellor (Chairman);
- (ii) The Director of Health Services of Bangladesh;
- (iii) The Dean of the Faculty of Medicine;
- (iv) Two members of the Syndicate to be selected by the Syndicate; and
- (v) One person to be appointed by the Chancellor.

**Appointment
of Deputy
Registrar.**

29. The Deputy Registrar shall be appointed by the Syndicate on the recommendation of a Selection Board constituted as follows :—

- (i) the Vice-Chancellor (Chairman);
- (ii) the Treasurer;
- (iii) the Registrar;
- (iv) the Director of Public Instructions, Bangladesh;
- (v) two persons appointed by the Chancellor; and
- (vi) two persons selected by the Syndicate.

Pension.

30. Every salaried employee of the University shall receive pension on the lines of the pension rule applicable in the case of the Government employees as will be laid down in a separate Statute. The pension rules shall apply to the existing employees from the date of their joining the University if they opt for these benefits and surrender the accumulation of Provident Fund of University's contribution plus interest thereon.

Provident Fund.

31. (1) Employees of the University other than—

- (i) persons who are in receipt of a pension from Government;
- (ii) persons who are over the age of 60 when appointed;
- (iii) part-time employees;
- (iv) persons who are on deputation and holding pensionable posts under Government; and
- (v) persons appointed on a purely temporary basis for a period not exceeding six months and persons appointed in leave vacancies,

shall subscribe every month to the University Provident Fund except when on leave without pay :

Provided that an employee who has not served in a permanent post continuously for a period of three years or in a temporary post continuously for a period of five years shall not receive anything beyond his deposits in the fund with interest accrued thereon :

Provided further that notwithstanding any other provisions to the contrary the Syndicate may at the time of making a particular appointment decide that the individual appointed to that particular post shall or shall not be a subscriber to the Provident Fund.

Rate of Subscription.

- (2) A sum equal to 10 per cent of the salary shall be deducted from the salary of each subscriber every month and paid into the Provident Fund and the University shall contribute an equal amount in respect of each subscriber in each month :

Provided that the contribution by the University shall not be payable in respect of any period in respect of which the subscriber has not paid his subscription :

Provided further that in case of employees who joined the Provident Fund prior to July, 1939, or subsequently permitted to do so with effect from a date prior to July 1, 1939, the rate of subscription and the University contribution shall each be equal to 10 per cent of the salary.

- (3) In calculating the monthly salaries on which deductions are to be made and contributions are to be paid any fraction of a taka of such monthly salary shall be omitted. For the purposes of this paragraph the term "salary" shall mean monthly salary and regular monthly allowances by way of remuneration for service, including leave allowances, but excluding travelling allowances or payment of lump sums made in respect of any particular piece of work.

**Mode of
Investment.**

- (4) A University Provident Fund Account shall be opened in Dhaka University Campus Branch of the Sonali Bank in Dhaka to which the total deduction from the salaries of the University staff, as well as the corresponding contributions from the University under paragraph (2), shall be credited at the beginning of each month. Any cash balance of the fund in excess of Tk.50,000/00 shall be invested by the Treasurer before the end of each month in such securities as approved by the Finance Committee and the Syndicate and as are approved under section 20 of the Trusts Act, 1882. All investments and securities shall be held jointly by the Vice-Chancellor and the Treasurer.

Rate of Interest.

- (5) The rate of interest shall be decided by the Syndicate from time to time provided that the rate of interest shall not be less than the Bank rate.
- (6) Interest under paragraph (5) will be allowed for each calendar month upon the minimum balance of the subscriber's account between the close of the 4th day and end of the month. It will be added to the principal at the end of the University financial year (June 30) except when the account is to be finally closed.
- (7) Each subscriber shall receive from the University Treasurer not later than October 15 of each year a statement of his account showing the opening balance, the deposits and withdrawal during the financial year ending June 30, and the closing balance after the addition of interest allowed under paragraph (6). Subscribers are required to satisfy themselves as to the correctness of these statements and unless errors in them are brought to the notice of the Treasurer within three months from the date of their receipt any sums not including in the account will lapse to the University.
- (8) In the event of a subscriber resigning his employment after less than five years service or being dismissed, the contribution by the University as well as the interest that has accrued on the same shall lapse into the general University Fund:

Provided that a subscriber, who has served the University for three years or more and resigns with approval of the University, shall be entitled to the University's contribution.

- (9) A subscriber to the University Provident Fund who is on leave with allowances must continue to subscribe during leave unless exempted from doing so by the Syndicate under such conditions as may be prescribed by them in each particular case.
- (10) (a) Temporary advances of loans may be granted to subscribers from the sum to their credit in the Provident Fund under conditions to be prescribed by the Provident Fund Rules.
- (b) A subscriber may be allowed to pay life Insurance premiums out of his Provident Fund money to the limit of his own subscription to the Fund with interest under conditions prescribed by the Ordinance.
- (11) The deposit and contribution, less the amount outstanding in respect of advances or loans granted under paragraph (10)(a) with interest thereon at the credit of subscriber shall be payable in full and shall only be finally withdrawn—
- (a) on the depositor ceasing to be a servant of the University; or
- (b) on his death:
- Provided that in both cases sanction of the Pro-Vice-Chancellor shall first be obtained by the Treasurer before any payment is made.
- *(12) Each subscriber shall as soon as possible after his joining the Fund, be called by the Treasurer to fill up a declaration form approved by the Syndicate showing how he wishes the amount of his accumulation to be disposed of on his death.

* (Amended vide Senate dated 07.12.1985)

- (13) For the purpose of the Statute only the following survivors of a subscriber shall be held to constitute his family :—
- (i) widow or widows;
 - (ii) children; and
 - (iii) widow, or widows and children of a deceased son.

An adopted child shall be considered to be a child within the meaning of this Statute when, under the personal law of the subscriber, adoption is legally recognized as conferring the status of a natural child but not otherwise, if doubts arise in an individual case, the Treasurer shall refer the matter to the Syndicate and their decision shall be final for the purpose of this Statute. A declaration in favour of an adopted child is made at the subscriber's risk and can be challenged at any time.

- (14) A subscriber may in his declaration specify the distribution of the accumulation.
- (15) Any Form of Declaration submitted by a subscriber is revocable at any time. A fresh declaration shall be operative only on being received by the Treasurer. On a subscriber's marriage or remarriage any declaration already submitted by him will forthwith become null and void and, unless a revised Form of Declaration is received, the amount of his accumulations will be dealt with under clause (b), or clause (d) of paragraph (19) as the case may be.
- (16) If minors are nominated in a Form of Declaration the person or persons to whom sums intended for their benefit are to be paid should be stated in the Form of Declaration.

- (17) In the event of the subscriber having a family as defined in paragraph (13), he is not permitted in his Form of Declaration, to leave the amount of his accumulations or any part of it to any one outside his family.
- (18) Where a Form of Declaration purports to leave money otherwise then to a member or members of a subscriber's family, the Treasurer shall call upon the subscriber to state whether he has a family, and if it is found that he has one, the Form of Declaration shall not be accepted. A subscriber who has a family has absolute discretion regarding the distribution of the amount at his credit at the time of his death among the members of that family. He may exclude any one or more of them in favor of another or others to them, and the manner in which the distribution is to be made among them are also within his absolute discretion.
- (19) On a subscriber's death before retirement, the amount shall be disposed of as follows :—
 - (a) It or such portion of it as may be specified in an accepted Form of Declaration, will be divided among all or any member of his family in accordance with the terms of the Declaration. If the Declaration relates to a portion only of the amount, the balance will be distributed in the manner described in clause (b). If the declaration does not state the person or persons to whom the sum intended for the benefit of a minor is to be paid, the sum due shall be paid to the minor's legal guardian to be used for the minor's benefit, or, failing a legal guardian, in such person or persons as the Treasurer may consider to be the proper person or persons to receive it on the minor's behalf.

- (b) Where a subscriber leaves a family, but no Form of Declaration in favor of any member or members or the family has been received from him, the amount shall be distributed, among his family, except that sons of a deceased son, who have attained legal majority and married daughters of a deceased son, whose husbands are alive shall be excluded from participation.

The division among the persons entitled shall be in equal shares, except that the widow or widows and the child or children of any deceased son shall take equally between them only the share which that son would have taken had he survived the subscriber.

Any sum due to a minor shall be paid to the minor's legal guardian to be used for the minor's benefit, or, failing a legal guardian to such person or persons as the Treasurer may consider to be the proper person or persons to receive it on the minor's behalf.

- (c) If there be no party to receive the amount under clauses (a) and (b) it will be divided among or paid to such person or persons (whether related to the subscriber or not) as may be specified in an accepted Form of Declaration. If the Form of Declaration relates to a portion only of the amount, the balance shall be distributed in the manner described in clause (d).
- (d) If there be no party entitled to receive under the foregoing clauses (a), (b) and (c), the amount will be paid to the subscriber's legal representative or such other person or persons as may be

determined by a Civil Court, competent to pass orders in this respect :

Provided that if the sum remaining at the credit of the subscriber does not exceed Tk. 500.00 it may be paid to such person or persons as the Treasurer may consider to be the proper person or persons to receive it.

Note— 1. A husband may make a written application for the exclusion of his wife from participation under clause (b) if she has been judicially separated from him. In the absence of such an application the widow will retain her rights under clause (b).

Note— 2. When a person named In a Form of Declaration dies before the subscriber, the Declaration, will, in the absence of a direction to the contrary, in the Form of Declaration, become null and void in respect of that person, but that person only and his or her share will be distributed in the manner described in clause (b) or clause (d) as the case may be.

Note— 3. The above two notes apply mutatis mutandis to married women who are subscribers to the Provident Fund.

(20) If the Treasurer receives notice that a Will has been left by a deceased subscriber, which purports to dispose of his accumulations in the Fund or any part of them, he shall, before making any payment, refer the matter to the Syndicate for decision.

(21) The University shall not be bound by, or recognize, any assignment or encumbrance executed or created which affects the disposal of the accumulations of a subscriber who dies before retirement.

- (22) The ledger and other accounts of the Provident Fund shall be kept by the University Treasurer in a form approved by the Syndicate.
- (23) The Provident Fund Accounts shall be audited annually by a Government Auditor together with the other accounts of the University.
- (24) The securities of the Provident Fund shall be assessed by the Treasurer at the market value and after such assessment has been certified by the Government Auditor, the University shall, if necessary, subscribe from the Reserve Fund of the Provident Fund such an amount as is required to make the amount available for distributing equivalent to the liabilities to the subscribers. If the Government Auditor certifies that the amount standing to the credit of the Fund is in excess of the liabilities, an amount equal to the amount of the excess balance shall be transferred from the Provident Fund to the Reserve Fund of the Provident Fund of the University.

A Reserve Fund Account of the Provident Fund shall be opened with the Dhaka University Campus Branch of the Sonali Bank.

- (25) Subject to the consent of the Syndicate and the Subscriber concerned in each case, this Statute shall apply to the amounts accumulated in the names of the members of the staff.
- (26) Subject to the consent of the Syndicate and the subscriber concerned in each case employee migrating to this University from the other recognized University shall be permitted to transfer the accumulations in his Provident Fund Account from the later University.

- (27) All questions of interpretation of this Statute shall be decided by the Syndicate, whose decision shall be final.

Ex-officio member on leave.

32. (1) If a teacher or an officer of the University who is an *ex-officio* member of any authority or other body of the University takes leave and another person is appointed to officiate in his place, such officiating person shall be deemed to be the member of such authority or body during the period of such absence on leave in place of the permanent incumbent of such office. If no one is appointed to officiate in place of such teacher or officer he shall continue as a member of such authority or body for a period of six weeks only.

For the purpose of this paragraph a House Tutor-in-Charge shall not be regarded as an officiating Provost unless specially appointed as such.

- (2) If a teacher or an officer of the University who is appointed by name to be a member of any authority or other body of the University takes leave for a period exceeding 90 days the membership of such teacher or officer shall cease. If the period of leave does not exceed 90 days he shall continue to be a member of such authority or body :

Provided that a Principal nominated by the Chancellor to be a member of the Syndicate shall continue to be a member of the Syndicate when on leave.

Appointment of Advisory Board.

33. There shall be an Appointment Advisory Board to be appointed by the Syndicate to assist students of the University in securing employment through the office of the Director of Guidance and Employment Bureau.

**Leave and
T.A. of the
Vice-Chancellor.**

- *34.(1) On joining his first appointment in the University, the Vice-Chancellor shall receive for himself and his wife and children a single actual first class fare for each by railway or steamer or both or a single plane fare for each from the place at which he held his previous appointment or from the place from where he actually joins, whichever shall be less, and on termination of his appointment he shall receive the same to his ordinary place of residence. He shall also receive the actual cost of transportation of personal effects upto the maximum of 60 maunds.
- (2) The leave and vacation of the Vice-Chancellor shall be as follows :—
- (i) The Vice-Chancellor shall enjoy the University holidays and one months leave during vacations with full pay. If he does not avail of any vacation or any part thereof in the interest of the University, he shall be entitled to leave with full pay for an equal period at any time thereafter and such leave shall not be debited against his leave account.
 - (ii) He shall earn one month's leave on full pay for each completed year of service during his tenure of office, including the term of reappointment, if any, and such leave may be taken at any time in accordance with the terms laid down below, provided that no leave shall be admissible as leave preparatory to retirement.
 - (iii) He shall be entitled to casual leave not exceeding 15 days in any one year.

* (Amended vide Senate dated 07.12.1985)

- (iv) He shall be entitled, at any time during his tenure of office, to medical leave on full pay for one month for each completed year of service and such leave if taken shall be debited to leave to which he may be entitled under sub-paragraph (ii). He will also be entitled to medical leave for a period not exceeding six months on half pay and three months on quarter pay during his tenure of office and such leave shall be counted as special medical leave and shall not be debit able against his leave account. No medical leave be treated as leave preparatory to retirement.
- (v) He may be granted extra-ordinary leave for a period not exceeding four months during his term of office in special circumstances (1) when no other leave is admissible or (2) when other leave being admissible, he applies in writing for the grant of extra-ordinary leave. No leave salary shall be admissible during such leave and such leave shall not be debited against his leave account.
- (vi) The Vice-Chancellor shall report to the Syndicate when he enjoys the Casual leave. Medical leave of the Vice-Chancellor shall be granted by the Syndicate provided that for granting medical leave, certificate from a Medical Officer approved by the Syndicate shall be required.
- (vii) Leave other than casual leave and medical leave shall be granted by the Chancellor on the recommendation of the Syndicate:

Provided that leave on full pay including leave not due may be granted in case of urgent private necessity at any time during the tenure of office of the Vice-Chancellor for a period not exceeding four months in all or for one month for each completed year of service, as the case may be. Such leave shall be deducted from the leave to which he may be entitled under subparagraph (ii) and when leave not due is taken no leave shall become due to him on return from such leave until the expiration of a fresh period spent on duty sufficient to earn a credit of leave equal to the period of leave not due.

- (viii) Any kind of leave under this Statute may be granted in combination with or in continuation of any holiday or vacation or any other kind of leave :

Provided that the Vice-Chancellor shall not receive full pay in respect of any continuous period of leave combined with vacation exceeding eight months in all.

- (ix) Leave on full pay, if any, at the credit of the Vice-Chancellor in his leave account on the date of termination of the tenure of his office shall not lapse and he may enjoy it immediately after the termination of his appointment provided it could not be availed of during his term of office due to the exigencies of the University service :

Provided further that such leave shall accumulate if he is re-appointed for a second term.

- (x) The Vice-Chancellor shall be required to become a member of the Provident Fund established by the University on the same terms as other teachers, Officers of the University unless he is a Government Officer.
- (xi) Any question as to the interpretation of this Statute shall be referred to the Chancellor after report from the Syndicate and the decision of the Chancellor thereon shall be final.

**Leave and
T.A. of the
Pro-Vice-
Chancellor**

*35.(1) On joining his first appointment in the University, the Pro-Vice-Chancellor shall receive for himself and his wife and children a single actual first class fare for each by railway or steamer or both or a single plane fare for each from the place at which he held his previous appointment or from the place from where he actually joins, whichever shall be less, and on termination of his appointment he shall receive the same to his ordinary place of residence. He shall also receive the actual cost of transportation of personal effects upto the maximum of 60 maunds.

(2) The leave and vacation of the Pro-Vice-Chancellor shall be as follows :—

- (i) The Pro-Vice-Chancellor shall enjoy the University holidays and one month's leave during vacations with full pay. If he does not avail of any vacation or any part thereof in the interest of the University, he shall be entitled to leave with full pay for an equal period at any time thereafter and such leave shall not be debited against his leave account.

* (Amended vide Senate dated 07.12.1985)

- (ii) He shall earn one month's leave on full pay for each completed year of service during his tenure of office, including the term of re-appointment, if any, and such leave may be taken at any time in accordance with the terms laid down below, provided that no leave shall be admissible as leave preparatory to retirement.
- (iii) He shall be entitled to casual leave not exceeding 15 days in any one year.
- (iv) He shall be entitled, at any time during his tenure of office, to medical leave on full pay for one month for each completed year of service and such leave if taken shall be debited to leave to which he may be entitled under sub-paragraph (ii). He will also be entitled to medical leave for a period not exceeding six months on half pay and three months on quarter pay during his tenure of office and such leave shall be counted as special medical leave and shall not be debitable against his leave account. No medical leave be treated as leave preparatory to retirement.
- (v) He may be granted extra-ordinary leave for a period not exceeding four months during his term of office in special circumstances (1) when no other leave is admissible or (2) when other leave being admissible, he applies in writing for the grant of extra-ordinary leave. No leave salary shall be admissible during such leave and such leave shall not be debited against his leave account.
- (vi) The Vice-Chancellor shall report to the Syndicate when the Pro-Vice-Chancellor

enjoys the Casual leave. Medical leave of the Pro-Vice-Chancellor shall be granted by the Syndicate provided that for granting medical leave, certificate from a Medical Officer approved by the Syndicate shall be required.

- (vii) Leave other than casual leave and medical leave shall be granted by the Chancellor on the recommendation of the Syndicate :

Provided that leave on full pay including leave not due may be granted in case of urgent private necessity at any time during the tenure of office of the Pro-Vice-Chancellor for a period not exceeding four months in all or for one month for each completed year of service, as the case may be. Such leave shall be deducted from the leave to which he may be entitled under subparagraph (ii) and when leave not due is taken, no leave shall become due to him on return from such leave until the expiration of a fresh period spent on duty sufficient to earn a credit of leave equal to the period of leave not due.

- (viii) Any kind of leave under this Statute may be granted in combination with or in continuation of any holidays or vacation or any other kind of leave:

Provided that the Pro-Vice-Chancellor shall not receive full pay in respect of any continuous period of leave combined with vacation exceeding eight months in all.

- (ix) Leave on full pay, if any, at the credit of the Pro-Vice-Chancellor in his leave account on the date of termination of the tenure of his

office shall not lapse and he may enjoy it immediately after the termination of his appointment provided it could not be availed of during his term of office due to the exigencies of the University service :

Provided further that such leave shall accumulate if he is re-appointed for a second term.

- (x) The Pro-Vice-Chancellor shall be required to become member of the Provident Fund established by the University on the same terms as other teachers, Officers of the University unless he is a Government Officer.
- (xi) Any question as to the interpretation of this Statute, shall be referred to the Chancellor after report from the Syndicate and the decision of the Chancellor thereon shall be final.

**Leave and
T.A. of the
Treasurer.**

- *36.(1) On joining his first appointment in the University, the Treasurer shall receive for himself and his wife and children a single actual first class fare for each by railway or steamer or both or a single plane fare for each from the place at which he held his previous appointment or from the place from where he actually joins, whichever shall be less, and on termination of his appointment he shall receive the same to his ordinary place of residence. He shall also receive the actual cost of transportation of personal effects upto the maximum of 60 maunds.

* (Amended vide Senate dated 07.12.1985)

- (2) The leave and vacation of the Treasurer shall be as follows :—
- (i) The Treasurer shall enjoy the University holidays and one month's leave during vacations with full pay. If he does not avail of any vacation or any part thereof in the interest of the University, he shall be entitled to leave with full pay for an equal period at any time thereafter and such leave shall not be debited against his leave account.
 - (ii) He shall earn one month's leave on full pay for each completed year of service during his tenure of office, including the term of reappointment, if any, and such leave may be taken at any time in accordance with the terms laid down below, provided that no leave shall be admissible as leave preparatory to retirement.
 - (iii) He shall be entitled to casual leave not exceeding 15 days in any one year.
 - (iv) He shall be entitled, at any time during his tenure of office, to medical leave on full pay for one month for each completed year of service and such leave if taken shall be debited to leave to which he may be entitled under subparagraph (ii). He will also be entitled to medical leave for a period not exceeding six months on half pay and three months on quarter pay during his tenure of office and such leave shall be counted as special medical leave and shall not be debitible against his leave account. No medical leave shall be treated as leave preparatory to retirement.

- (v) He may be granted extra-ordinary leave for a period not exceeding four months during his term of office in special circumstances (1) when no other leave is admissible or (2) when other leave being admissible, he applies in writing for the grant of extra-ordinary leave. No leave salary shall be admissible during such leave and such leave shall not be debited against his leave account.
- (vi) The Vice-Chancellor shall report to the Syndicate when the Treasurer enjoys the Casual leave. Medical leave of the Treasurer shall be granted by the Syndicate provided that for granting medical leave, certificate from a Medical Officer approved by the Syndicate shall be required.
- (vii) Leave other than casual leave and medical leave shall be granted by the Chancellor on the recommendation of the Syndicate:

Provided that leave on full pay including leave not due may be granted in case of urgent private necessity at any time during the tenure of office of the Treasurer for a period not exceeding four months in all or for one month for each completed year of service, as the case may be. Such leave shall be deducted from the leave to which he may be entitled under sub-paragraph (ii) and when leave not due is taken, no leave shall become due to him on return from such leave until the expiration of a fresh period spent on duty sufficient to earn a credit of leave equal to the period of leave not due.

- (viii) Any kind of leave under this Statute may be granted in combination with or in continuation of any holidays or vacation or any other kind of leave:

Provided that the Treasurer shall not receive full pay in respect of any continuous period of leave or leave combined with vacation exceeding eight months in all.

- (ix) Leave on full pay, if any, at the credit of the Treasurer in his leave account on the date of termination of the tenure of his office shall not lapse and he may enjoy it immediately after the termination of his appointment provided it could not be availed of during his term of office due to the exigencies of the University service :

Provided further that such leave shall accumulate if he is re-appointed for a second term.

- (x) The Treasurer shall be required to become a member of the Provident Fund established by the University on the same terms as other teachers, Officers of the University unless he is a Government Officer.

- (xi) Any question as to the interpretation of this Statute shall be referred to the Chancellor after report from the Syndicate and the decision of the Chancellor thereon shall be final.

**Board of
College
Affairs.**

- *37. There shall be a Board of College Affairs to advise the Syndicate and the Academic Council on matters relating to Colleges. The constitution, powers and duties of the Board shall be prescribed by the University Ordinances.

* (Amended vide Senate dated 05.4.1981)

Governing Body.

- 38.(1) Every College (Government and Non-Government) affiliated to the University or seeking such affiliation must be under the management of a regularly constituted Governing Body.

Constitution of the Governing Body

- (2) The Governing Bodies of all colleges affiliated to the University shall consist of :—
- (i) Chairman :— A person nominated by Vice-Chancellor provided that in case of nomination of Government official prior concurrence of the Government shall be required.
 - (ii) Member-Secretary:—The Principal of the College (*Ex-Officio*).

Other Members

- (iii) Three representatives of the teaching staff to be elected by members of the teaching staff from amongst themselves for a period of one year, provided that a teacher under suspension shall not be eligible to vote or seek election.

For Law Colleges—Two representatives.

Note: For the above purpose “members of the teaching staff” shall mean salaried whole time teachers of the college Including—the Principal, Vice-Principal and also Librarian. Demonstrators and Physical Instructor having approved academic qualification.

- (iv) Three representatives of legal guardians to be elected by the legal guardians of students from amongst themselves.

Provided that :—

- (a) if a legal guardian himself is a student, he shall not be eligible for election as representative of guardians of students; and
- (b) an employee of the college who happens to be a legal guardian of a student shall not be eligible for election as a representative of legal guardians of students:

Note: The term 'Legal Guardian' for the purpose of election of representatives of legal guardians shall mean the father or the mother of the student; in case the father and the mother are not alive, a person eligible to be a legal guardian as per Guardianship Act and in case of a married woman student her husband.

- (v) Two persons interested in education : one to be nominated by the Vice-Chancellor and the other to be nominated by the Government; and if the college has also Intermediate Section, one more person interested in education to be nominated by the Chairman of the respective Board of Intermediate and Secondary Education.
- (vi) One representative of Founders to be elected from amongst themselves. In case the number of founders is more than five the number of such representative shall be two. Provided that in case a Founder is a corporate body, it shall nominate one separate representative on the Governing Body and such representative shall not participate in the election of the representatives of the Founders.

Note: 'Founder' shall mean the persons mentioned in the document other than Trust Deed relating to the foundation of the college and shall include the persons or corporate bodies who/which have contributed to the college at least a sum of Taka—50,000/- or Taka one lac each respectively, or property equivalent to the amount at the time of the establishment of the college or at later phase of its development.

- (vii) One representative of the Benefactors to be elected from amongst themselves. In case the number of such benefactors is more than ten, the number of such representative shall be two.

Note: For the above purpose "Benefactors" shall include persons who have contributed to the college at least a sum of Taka— 10,000/- or property equivalent to the amount, such Benefactors shall be eligible to seek election and to vote during three consecutive terms of the Governing Body following their contributions.

- (viii) One representative of the Donors to be elected from amongst themselves provided that their number is not less than five and that in case the number is 25 or more, the number of such representative shall be two.

Note: For the above purpose, "Donors" shall include persons who have contributed to the college an amount not less than Taka-1,000/- prior to the holding of election of representatives of this category. Such persons shall be eligible to participate only in the election following their donations.

- (ix) One local distinguished educated person to be nominated by the Local Body.

Note: For the above purpose the term "Local Body" shall mean the municipal corporation or municipal authorities in case of colleges situated within their jurisdiction and in all other cases, the respective District Council.

- (3) The provisions of sub-clause (vi) to (viii) of clause (2) shall not apply in the cases of Government Colleges and Colleges established by a Trust or Mission.
- (4) For colleges established by Trust or Mission there shall be such representation of the Trust or the Mission on the Governing Body as may be agreed to by the University and the Government.
- (5) The provision of Sub-clause (iv) and (ix) of clause (2) shall not apply to the Law Colleges and sub-clause (ix) shall not apply to the College of Music.
- * (6) for the law Colleges —

- (i) The word "person" in the first line against the word Chairman in sub-clause (i) of Clause (2) shall mean and include a High Court Judge or a Supreme Court Judge, sitting or retired, a prominent lawyer of at least 20 years' standing, a Dean of the Faculty of Law of any University, sitting or retired, and in mufassil Districts, a Divisional Commissioner, a District Judge or a Deputy Commissioner;

- (ii)(a) instead of "three representatives of teaching staff" as mentioned in sub-clause (iii) of Clause (2) above it shall be "two representatives of the teaching staff", and

* (Amended vide Senate dated 07.12.1985)

- (b) for the above purpose "members of the teaching staff" shall mean salaried whole time as well as part time teachers of the college including the Principal and Vice-Principal;
- (iii) The Provisions of sub-clause (v) of clause (2) above shall not apply; and for the law colleges the same shall read as follows :-

Four persons interested in education: three of whom shall be distinguished persons nominated by the Vice-Chancellor which must include a person from legal profession, and the remaining other to be nominated by the Government.

- (7) For the College of Music in place of the category in sub-clause (ix) one distinguished person in the field of Music shall be nominated by the Faculty of Fine Arts, Dhaka University.
- (8) In the event of failure of a college to complete reconstitution of its appropriate Governing Body or on dissolution of a Governing Body, an Ad-hoc Committee consisting of:
 - (i) the Chairman (to be nominated by the Vice-Chancellor);
 - (ii) the Principal of the College, as the ex-officio Member-Secretary;
 - (iii) One person to be nominated by the Vice-Chancellor;
 - (iv) One person from among the founders, donors, benefactors to be nominated by the Chairman;

- (v) One teacher to be elected by the members of the teaching staff;

shall be formed ordinarily for a period of not more than six months at a time.

The Ad-hoc Committee shall exercise all the powers of a full-fledged Governing Body; apart from carrying on the day to day administration of the college, the primary function of the committee shall be to reconstitute the regular Governing Body in accordance with the Statutes as soon as possible before the expiry of its term and cannot continue unless special permission is obtained from the Vice-Chancellor for extension of the period not exceeding six months at a time and not more than two such extensions shall be allowed by the Vice-Chancellor.

- (9) No person shall seek election to the Governing Body as representative of more than one category.
- (10) Members of the teaching staff of the college shall not seek election to the Governing Body other than as a representative of the teaching staff.
- (11) (i) Nomination to the Governing Body or to the Ad-hoc Committee shall be at the absolute discretion of the nominating authority which shall have the right to withdraw a nomination once given and give a new nomination.
- (ii) No person seeking election to the Governing Body as representative of any category shall be eligible for nomination to any category.

- (iii) Non-receipt of nominations under sub-clause (v) and (ix) of clause (2) and clause (6) and (7) shall not be a bar to the normal functioning of the Governing Body.
- (12) The members of the Governing Bodies of the affiliated colleges should be nationals of Bangladesh and ordinarily resident in Bangladesh. This shall not apply to colleges established by Trust or Mission.
- (13) (i) The tenure of office of the Governing Body so constituted will be for three years commencing on the day of its first meeting except where otherwise stated and excepting in the case of representatives of the teaching staff who will hold office for one year. Members appointed in the casual vacancies of the Governing Body will hold office for the unexpired portion of its term.
- (ii) A representative of the legal guardian once elected shall continue to be member of the Governing Body till the expiry of its term even if he ceases to be a guardian of a student after election.
- (14) No act or proceedings of the Governing Body shall be invalid merely on the ground of existence of any vacancy in the office of its members or disqualification of any member or any defect in the constitution of the Governing Body.
- (15) Election rules shall be prescribed by Ordinances.

**Disqualification for being a member
of Governing Body.**

- (16) No person shall be eligible to be or to continue as a member of the Governing Body—
- (i) if he takes part in, or assist in any way, any activity prejudicial to the interest of the college or impairs its reputation;
 - (ii) if he is or has been convicted in a court of law of any offence involving moral turpitude;
 - (iii) if he fails to attend three consecutive meetings without written intimation;
 - (iv) if he is an employee of the college other than a member of the teaching staff or if he is appointed as an employee after being elected.

Dissolution of a Governing Body

- (17) (i) Subject to provisions of the sub-clause (ii) the Syndicate shall have the power to dissolve a Governing Body on the grounds of inefficiency, financial irregularity, mismanagement and for similar other reasons if the University is satisfied that the Governing Body has failed to maintain discipline or to conduct the affairs of the college according to the general or specific instruction issued by the University.
- (ii) Before dissolving a Governing Body in pursuance of sub-clause (i) above the Syndicate shall call upon the Governing Body to show cause as to why it shall not be dissolved. The Governing Body shall submit its explanation within thirty days from the date of receipt of such notice.

- (iii) A Governing Body dissolved by the University shall cease to function from such date as may be specified by the Syndicate.

Power and Functions of a Governing Body

- 39. (1) The Governing Body of an affiliated College shall, subject to provision of the University Order, the Statutes and the Ordinances have the control and general supervision over, and be responsible for maintenance of standards for instruction, education and examination within the college; and for exercising such other powers, and perform such other duties as may be conferred or imposed upon it by the Statutes and Ordinances.
- (2) The Governing Body shall—
 - (a) be the executive body of the college and shall hold, control and administer property and funds of the college;
 - (b) regulate and determine, subject to the powers conferred by the Statutes and Ordinances on the Principal, all matters concerning the college in accordance with the Dhaka University Order, Statutes and the Ordinances;
 - (c) appoint the Principal and the members of the teaching staff; but the appointment of clerical and menial staff shall be made by the Principal;
 - (d) sanction of such posts and such scales of pay and benefits as it may consider proper;

- (e) act according to the service rules and regulations in the matters of appointment, leave, disciplinary measure, scale of pay, allowances, pension, gratuity etc. of staff of various categories as approved by the University.

Provided that the powers of removal of teachers of affiliated non-government colleges by suspending, discharging or dismissing them shall vest in the Governing Body of the college concerned. Before any action is taken an opportunity should be given to the offending teacher to meet the charge against him;

- (f) accept bequests, donations and transfer of any movable or immovable property on behalf of the college, and administer any fund placed at the disposal of the college for specific purpose;
- (g) to appoint Committees for such purpose as it considers necessary.

Provided, however, that the reports of such Committees shall be considered by the Governing Body before action is taken in connection therewith unless Governing Body in any particular case otherwise direct;

- (h) manage and regulate finances, accounts, investments, property and all administrative affairs whatsoever of the college, and for that purpose to appoint such agents as it may think fit;

- (i) delegate, subject to such conditions as may be consistent with the University Order, Statutes, Ordinances and rules and regulations made by the college, its powers to appoint teachers, to the Principal and/or such person and in such manner as it may determine;
- (j) subject to approval of the Syndicate exercise all other powers for the proper management of the college not otherwise provided for by the University Order or Statutes, the Ordinances and/or the rules and regulations of the college:

Provided that the Governing Body of the Government colleges as well as Constituent Colleges will be subject to the Government service rules and regulations in the matter of appointment, leave, disciplinary measures, the scales of pay and pension of their Principal and other members of the teaching staff and other staff of various categories.

- (3) The Governing Body shall comply with all directives from the University as may be issued from time to time in the matter of affiliation or recognition in respect of any course of study in the college.
- (4) The Governing Body shall comply with all instructions and directions given to it generally by Ordinances and Regulations for education, academic matters as well as service condition for teachers, their qualifications, remuneration, duties and responsibilities for teaching and administration, including discipline and residence of students, non-collegiate hostels, messes, recognition and licences of private lodging.

- (5) The duties of the Governing Body are :
- (i) to meet regularly and to take such action as it deem necessary for running the college efficiently according to the University Order, Statutes, Ordinances and Regulations of the University, as well as the rules and regulations framed and approved by the Governing Body:

Provided that Government Colleges shall carry out duties that may be entrusted to them by the Government from time to time in addition to those laid down herein;
 - (ii) to prepare annual report of the college and other reports as may be required by the University, Government and other authorities;
 - (iii) to consider and pass annual accounts, financial estimates and annual budget to ensure financial control of the college funds;
 - (iv) to arrange for the audit of the accounts of the college annually by an auditor appointed for the purpose.
- (6) Every affiliated non-Government College shall be a public educational institution; and the whole of its funds shall be appropriated to its own educational purposes and shall be fully controlled by its Governing Body.

**Procedure for conducting meetings
of the Governing Body**

- (7) The meetings of a Governing Body shall normally be held at the college premises as frequently as may be deemed necessary but not less than four meetings (except emergency

and special meetings) shall be held during a year at reasonable intervals.

- (8) The date for a meeting shall be fixed by the Member-Secretary in consultation with the Chairman of the Governing Body.
- (9) A notice of seven days together with the agenda for the meeting shall be issued by the Member-Secretary to the members including the Chairman of the Governing Body under registered cover by post or through a messenger.
- (10) Member-Secretary shall, within fifteen days from the date of receipt of a requisition in writing signed by not less than two-third of the members of Governing Body, convene a special meeting of the Governing Body.
- (11) Emergency meetings of a Governing Body may be held at twenty four hours notice in writing and such meetings may be held even during vacation.
- (12) The Member-Secretary shall maintain a minute-book in which the proceedings of the meetings of the Governing Body shall be recorded and the same after confirmation shall be signed by the Chairman and the Member-Secretary at the next meeting.
- (13)
 - (i) The Chairman of the Governing Body shall preside over the meetings of the Governing Body, and in the absence of the Chairman, the members present shall elect one of them to preside over the meeting preferably from amongst nominated members;
 - (ii) Five members shall form quorum.

- (14) Subject to the other provisions of these Statutes, the Governing Body may make rules for conducting the business of its meetings.
- (15) Finance Committee: The Governing Body may appoint a Finance Committee which shall discuss audit reports, financial matters of the college and suggest ways and means to enhance the financial resources of the college. It shall also prepare the annual budget of the College.
- 40.(1) The Governing Bodies of all Teachers' Training Colleges and Bangladesh College of Physical Education affiliated to the University shall consist of:
- (i) Chairman—The Commissioner of the Division or Additional Divisional Commissioner or Deputy Commissioner or Sub-divisional *Officer—Ex-officio* ;

The Commissioner shall determine which of those officer shall be the Chairman;

- (ii) Secretary — The Principal of the College (*Ex-officio*) ;

Other members :

- (iii) Two persons to be nominated by the University;
- (iv) Three persons interested in education to be nominated by the Government;
- (v) Two elected representatives of the staff to be elected by the members of the teaching staff for one academic year.

- (2) The tenure of office of Governing Bodies so constituted will be for three years except where otherwise stated and excepting in the case of representatives of the teaching staff who will hold office for one academic year. Members appointed in the casual vacancies of the Governing Body will hold office for the unexpired portion of its term.
- (3) In case of two Teachers' Training Colleges in Mymensingh Principal of one Training College will be nominated in the Governing Body of the other College.
- (4) For the Bangladesh College of Physical Education, Secretary, Bangladesh Sports Federation may be included in the Governing Body.

Recognition of degrees.

41.(1) For the purpose of admission to a course of study for a degree in the University or in any of its affiliated or constituent Colleges, the Intermediate Examination or Higher Secondary Examination of the under mentioned Universities and Boards shall be recognized as equivalent to the corresponding Intermediate Examination of the Board of Intermediate and Secondary Education, Dhaka :—

- (a) The Agra University.
- (b) University of Allahabad.
- (c) The Aligarh Muslim University.
- (d) The Andhra University.
- (e) The Annamali University.
- (f) The Banaras Hindu University.

- (g) University of Bombay.
- (h) University of Calcutta.
- (i) University of Delhi.
- (j) University of Madras.
- (k) University of Mysore.
- (l) The Nagpur University.
- (m) The Osmania University, Hyderabad.
- (n) University of Patna
- (o) University of the Panjab, Chandigarh, India.
- (p) University of Rangoon.
- (q) The Travoncore University.
- (r) University of Gauhati.
- (s) Visva Bharati, Santiniketan, West Bengal.
- (t) Rajputana University.
- (u) Bihar University.
- (v) Lucknow University, India.
- (w) Jadavpur University, Calcutta.
 - (i) Board of High Schools and Intermediate Education, Rajputana, Madhya Pradesh and Gwalior, Ajmeer.
 - (ii) Board of High Schools and Intermediate Education, Uttar Pradesh.
 - (iii) The Higher Secondary and Secondary Education Board, West Bengal.

The Cambridge Higher School Certificate Examination in Group II and in Group IV is recognized as equivalent to the I.A. and I.Sc. Examination of the University respectively under conditions prescribed by the University Ordinances.

- (2) The Cambridge Examination or the Cambridge School Certificate Examination shall be recognized as equivalent to the Matriculation or Secondary School Certificate Examination of the Board of Intermediate and Secondary Education, Dhaka, under conditions prescribed by the Ordinance.
- (3) For the purpose of admission to a course of study for a degree, the degrees conferred by any University incorporated by Law for the time being in force in Bangladesh and by the Universities mentioned in paragraph (1) shall be recognized as equivalent to the corresponding degrees of the University of Dhaka but the honours degree of two years' duration of any University shall not be recognized as equivalent to the honours degree of the University of Dhaka which is of three years' duration. Such honours degrees shall only be recognized as equivalent to the Pass degrees of Dhaka University.

The degrees conferred by the under mentioned Universities shall also be recognized as equivalent to the corresponding degrees of the Dhaka University:

- (a) University of Aberdeen.
- (b) University of Belfast (Queen's University).
- (c) University of Birmingham.
- (d) University of Bristol.

- (e) University of Cambridge.
- (f) University of Dublin.
- (g) University of Durham.
- (h) University of Edinburgh.
- (i) University of Glasgow.
- (j) National University of Ireland.
- (k) University of Leeds.
- (l) University of Liverpool.
- (m) University of London.
- (n) University of Manchester.
- (o) University of Oxford.
- (p) University of Sheffield.
- (q) University of St. Andrews.
- (r) University of Wales.

Duties of teachers.

42.(1) The duties of the University teachers shall include the following :—

- (a) to teach the students by means of lectures, tutorials, discussion, seminars, demonstrations, etc.;
- (b) to conduct, guide and supervise research;
- (c) to maintain personal contact with the students, give them individual guidance and supervise their extra-curricular activities;

- (d) to assist the authorities in preparing courses and syllabi, in conducting examinations, in organizing libraries, laboratories and other curricular and extra-curricular activities of the University and its departments, colleges and other institutions ; and
- (e) to perform such other functions and duties as are assigned to them by the Vice-Chancellor.

Appointment of Chairman.

- *43. **Administration of Departments**—(1) The Chairman of a department shall be appointed by the Vice-Chancellor for a term of three years only from among the teachers of the department not below the rank of Assistant Professors by rotation in order of seniority.

Explanation:— In the case of any dispute regarding the seniority of any teacher the decision of the Vice-Chancellor thereon shall be final.

- (2) The Chairman of the department shall be responsible for the general supervision of the department and shall dispose of the routine matters only. All policy matters shall be dealt with by two departmental committees, namely:
 - (a) Academic Committee consisting of all the teachers of the department.
 - (b) Co-ordination and Development Committee consisting of one-third of the total number of teachers of the Department in order of seniority with a minimum number of three.
- (3) The Academic Committee shall deal with—
 - (a) Admission of Students;

* (Amended vide Senate dated 30.6.1980)

- (b) Syllabuses;
 - (c) Examinations;
 - (d) Teaching in the department;
 - (e) Co-curricular activities of the students in the department.
- (4) The Co-ordination and Development Committee shall deal with—
- (a) expansion of the department;
 - (b) appointment of teachers.

Explanation :—

- (i) The Co-ordination and Development Committee shall be responsible for the improvement of the existing teaching and research facilities and for the Planning of further development of the department.
- (ii) It shall periodically review the academic and research programs of the department and forward its observations to the Academic Committee for consideration and onward transmission to the relevant authorities.
- (iii) It shall have the right to recommend upgrading, confirmation and increments for teachers of the department in recognition of specific professional achievements.

- (iv) The creation of new posts in the department shall be initiated by this Committee.
- (v) The Chairman of the department shall place before this Committee all the applications for any post in the department received from the Registrar. The Committee shall scrutinize the applications and forward a statement indicating which of the applications satisfy the requirements and which do not.
- (vi) The University may not grant leave of absence to a teacher during term time for a period of more than three months without the recommendation of this Committee.
- (vii) Proposals for any ad-hoc appointment in the department shall be sent by the Chairman with the recommendation of this Committee.
- (viii) A member of the Committee shall withdraw from the meeting when the matters of his/her promotions, confirmation etc. are under discussion in the Committee.

- Officers.** 44. There shall be following Officers of the University—
- (1) The Chief Medical Officer.
 - (2) The Director, Teacher-Student Centre.
 - * (3) The Director of Public Relations.

* (*Amended vide Senate dated 13.7.1999*)

(4) The Director, Physical Education.

(5) The Deputy Inspector of Colleges.

*(6) The Director of Publications.

**Service
Conditions.**

45.(1) Every salaried teacher and officer of the University shall be appointed on a written contract which shall lay down the terms of appointment, duties and emoluments of the employee concerned and the manner in which the contract can be terminated. The contract shall be signed by the Treasurer on behalf of the University and a copy thereof shall be furnished to the teacher or officer concerned.

(2) The terms of the contract shall be determined without prejudice to the right of the employee concerned to hold political views and to associate with any lawful organization outside the University, provided the employee does not derive any pecuniary benefit from such association.

(3) No teacher or officer shall be penalised or dismissed except on the ground of moral turpitude or inefficiency, or conduct prejudicial to service discipline or unbecoming of a University employee and no action will be taken on such grounds without an enquiry by an Enquiry Committee to be set up by the Syndicate in which opportunity shall be provided to the teacher and officer concerned to represent his case.

** (4) If a *prima facie* case is established against the employee concerned as a result of the enquiry, a Tribunal consisting of one representative of the

* (Amended vide Senate dated 13.7.1999)

** (Amended vide Senate dated 07.12.1985)

Senate, one of the Syndicate and one nominee of the employee concerned shall be set up by the Syndicate with one of them as convener to consider the case and recommend to the Syndicate such action as it deems fit:

*Provided that in case of absence without leave or over staying sanctioned leave without sufficient cause, the Syndicate may, after considering the report of the ** Committee constituted by it for the purpose without reference to the Tribunal, terminate the appointment of a teacher/officer who on being asked in writing fails to resume his duties in the University within a specified date but such termination shall not amount to dismissal or penalty within the meanings of this Statute or article 56 of the Order. ** The provisions of clauses (3) and (4) of this Statute shall not apply in such cases.

Note : The representative of the Senate on a Tribunal under this Statute, shall be chosen by the Syndicate from a panel of six persons nominated by the Senate for the purpose in order of preference in which the Senate arranges the names on the panel and the Convener of the Tribunal shall be designated by the Syndicate.

- (5) The employee concerned shall have right to appeal to the Chancellor against any order passed by the Syndicate on the recommendation of the Tribunal and the Chancellor may pass such order on the appeal as he thinks fit, and such orders shall be final.

*(Amended vide Senate dated 02.4.1987)

** (Amended vide Senate dated 30.01.1992)

**Election of 25 Representatives of the Senate by the
Registered Graduates**

[Vide Article 20(1)(k) of the D.U. order, 1973]

- *46.(1) The Election of 25 representatives of the Senate by the Registered Graduates shall be held on such date or dates after 31st December in the Academic year in which the election is held, as may be fixed by the Vice-Chancellor.
- (2) Under order of the Vice-Chancellor, the Registrar, shall notify the following schedule in the Notice Board of the Registrar's Office and in seven dailies published from Dhaka of which two must be in English:
- (a) The last date for enrolment as registered graduate in order to participate in the ensuing election.
 - (b) Prescribed application forms bearing seal and serial number shall be available in the Office of the Registrar, University of Dhaka on payment of requisite fee on working days within office hours.
 - (c) Prescribed enrolment fee for registration as registered graduate shall be paid to the Janata Bank, Dhaka University branch (T.S.C.) in cash on working days within Banking hours.
 - (d) After scrutiny of the application forms preliminary voters' list shall be published in the Registrars' Office and sold at a price to be fixed by the Vice-Chancellor. After publication of the preliminary voters' list thirty days time shall be given for corrections and objections, if any.

* (Amended vide Senate dated 27.6.2001)

- (e) The final voters' list shall be published in the Registrars Office and be sold at a price to be fixed by the Vice-Chancellor. No objection shall be entertained after the final voters' list is published.
 - (f) The last date by which the nomination paper should reach the Registrar.
 - (g) Date, time and place for scrutiny of nomination papers.
 - (h) The last date for withdrawal of nominations.
 - (i) The date of publication of final list of eligible candidates.
 - (j) Date, time and places (centers) for casting of votes.
 - (k) Date, time and places for centre-wise counting of votes at Dhaka.
 - (l) Date, time and place for consolidation of counting of votes and declaration of final results.
- (3) Each day after receiving the prescribed application forms for enrolment as registered graduates with requisite fees the Bank shall send the forms to the Registrar's Office with proper statement on the following working day.

Provided that a team from the Registrar's Office shall remain present in the Bank at the closing hours and the Bank shall supply the total number of application forms received till the closing hours.

- (4) The office shall complete the scrutiny/ verification of the application forms within two months from the last date of receipt of the same from the Bank.
- (5) Only those graduates whose names are on the register of Registered graduates on the basis of the last date of enrolment as registered graduates fixed for election shall participate in the election.

The last date of enrolment shall be normally fixed on 30th September of the year of election.

Provided that a registered graduate who is not a citizen of Bangladesh shall not be allowed to participate in the election either as a voter or as a candidate. The graduates enrolled after the last day for enrolment shall not be eligible for participation in the election.

Provided further that no registered graduate shall be eligible to be a candidate if he was declared an insolvent or was found guilty of moral turpitude during a period of six years prior to the date of election.

- (6) The last date for enrolment as registered graduate for participation in the election shall not be extended except on special circumstances. In special circumstances date may be extended upto a maximum period of not exceeding 30 days by the Vice-Chancellor.
- (7) In extraordinary circumstances such as war, flood, natural calamities, epidemic and unavoidable circumstances etc. if the election cannot be held according to the schedule published earlier the voters' published in the final voters' list shall only participate in the said election in modified schedule to be declared lateron.

- (8) After the final voters' list is prepared each life registered graduate shall be supplied with a laminated Identity Card.

Provided that if duplicate laminated Identity Card is required a fee of Tk. 100.00 (one hundred) in cash to be paid together with an attested passport size photograph alongwith two stamp size photographs to the Office of the Registrar, University of Dhaka.

- (9) All registered graduates enrolled whose names are on the final voter's list shall be supplied with a Voters' Card containing his photograph and voter number.

Provided that if duplicate Voters' Card is required a fee of Tk. 20.00 (twenty) in cash to be paid alongwith two copies of attested passport size photographs to the Office of the Registrar, University of Dhaka.

- (10) Intimation of the date fixed for the election shall be notified in the local dailies mentioned in section 2 above at least sixty days before the date fixed for polling.

- (11)(i) Any registered graduate may propose for membership of the Senate not exceeding twenty five. The nomination shall be made in a form approved by the Vice-Chancellor which must reach the Registrar not later than 4 p.m. on 45th days before the date fixed for the election. The price of the nomination paper shall be Taka 100.00 (One hundred) each to be paid in the Registrars' Office, in cash, on working days within office hours.

- (ii) A non-refundable nomination fee of Tk. 1000/- (One thousand) shall be deposited in the Janata Bank, Dhaka University Branch

(T.S.C.) in the registered graduate account of the University. Nomination paper shall be received on production of the Bank receipt showing the payment of nomination fee under signature of the relevant Deputy Registrar with a serial number.

Provided that the original bank receipt showing the deposit of nomination fee shall be enclosed alongwith the nomination paper.

- (iii) The nomination papers not submitted in the prescribed form issued from the Office of the Registrar and/or received after the specified date and time shall be rejected by the Registrar mentioning the reason thereon.
 - (iv) The Registrar, while scrutinising the nomination papers, shall consider the objections, if any raised by a candidate or his authorised agent. In case he rejects any nomination paper, he shall record the reasons for doing so, on the nomination paper itself.
 - (v) At the time of scrutiny of the nomination papers the candidate or his agent authorised in writing may remain present.
- (12) (i) A candidate validly nominated for election may withdraw his candidature in writing delivered to the Registrar within the time specified and declared in the schedule. A candidate who has thus withdrawn his candidature shall not be allowed to cancel the withdrawal. The Registrar shall publish the list of valid candidates in the notice board of the Registrars' Office on the following working day after the date of withdrawal.

- (ii) If the number of candidates who are validly nominated and who have not withdrawn their candidature in the manner and within the time specified does not exceed or is less than the number to be elected, all such candidates shall be declared to be duly elected.
- (13) The Registrar will cause a list of the nominees together with their respective addresses and occupations to be notified in his notice board and in three dailies published from Dhaka of which one must be in English.
- (14) For the purpose of voting by physical presence of voters individually there will be as many polling centers as are determined by the Vice-Chancellor. The location of such centers will be at any of the Universities/Colleges of Bangladesh and at any of the headquarters of an administrative unit of the Country down to the Upazilla level or at any other place at the discretion of the Vice-Chancellor who will appoint one person, to be called Presiding Officer hereafter, for each centre, and any other Officer or Officers to be called as polling Officers to conduct the polling.

Provided that the Presiding Officer can also appoint as many polling officers as are required in the relevant centre, if he deems fit.

Every voter shall cast his vote by means of a ballot paper which shall be in such form as may be specified by the Vice-Chancellor and which shall be given to him at the voting Center/Centers on production of his voter card issued by the Registrar for the purpose of the election.

The voter shall surrender the voters' card at the time of receiving the Ballot Paper.

- (15) Votes once recorded cannot be altered, rubbing and erase for such a purpose would make the relevant vote invalid, provided that if the same occur in the case of votes exceeding 25th one the whole ballot paper shall be cancelled.
- (16) Every voter shall have twenty five votes. No voter shall cast more than one vote in favour of one candidate.
- (17) A voter who desires to vote shall record his vote on the ballot paper by putting a cross mark (X) in the space prescribed for such marks on it.
- (18) Voting at each centre shall take place under the direction, control and supervision of the Chief Presiding Officer/ Presiding Officer at such hours as the Vice-Chancellor may direct on the date fixed for voting in the notice.

Provided that the Chief Presiding Officer/ Presiding Officer shall have power to change the date or time or both of Polling of his centre in any special circumstances if he so deems fit.

- (19) Voting shall be by secret ballot, and precautions shall be taken that the voter gets an unmarked ballot paper and then marks the ballot paper, so that the marking cannot be observed by any other person, and after marking it he shall fold it and put it in ballot box provided for the purpose.
- (20) A ballot paper shall be invalid if—
 - (a) a voter signs his name or writes any word or makes any mark excepting the cross mark (X) on it, in the space prescribed for such mark on the voting paper by which it becomes identifiable;

- (b) no vote is cast;
- (c) the number of votes cast thereon exceeds the number of candidates to be elected.

Provided that, if one of the marks is so placed as to render it uncertain as to which candidate it is intend to apply, the mark concerned but not the whole ballot paper shall be invalid on that account.

- (21) Counting of votes of each centre shall be held at Dhaka after the polling is over at all centers. The Vice-Chancellor shall appoint as many scrutineers as are required for counting of votes and for consolidation of counting of votes of all centers at Dhaka.

Provided that in case of necessity the Chief Presiding Officer/Presiding Officer concerned can also appoint as many scrutineers as are required during the course of counting of votes and for consolidation of counting of votes at Dhaka.

- (22) The Presiding Officer shall prepare a report of the votes received in each centre and shall put the used ballot papers and the report thereof in the cover supplied from the Registers' Office, close it with gum or adhesive tape and will seal it with gala and put his signature on the packet/packets and collect the signature of the polling officer/polling officers. The Presiding Officer then put the seal gala packet/packets in a separate cover and close it with gum or adhesive tape and also collect the signature of the candidates present or their authorised agents or in absence some of the voters present and put his own signature and signature of the polling officer/officers and carry the packet/packets to the University and will hand

over the same to the Registrar or any other officer of the University authorised to receive the same.

The ballot papers as well as the report shall be preserved in sealed packets for the term of the members who are being elected.

(23) The Chief Presiding Officer/Presiding Officer shall have full powers to dispose of all points raised in the course of the polling and his decision shall be regarded as final in the respective centre.

(24) The Vice-Chancellor or his nominee who is the Chief Presiding Officer shall declare elected twenty five candidates securing, in order of succession, the highest number of valid votes:

Provided that if at any election two or more candidates secure the same number of votes the choice between such candidates shall be determined by the Vice-Chancellor or his nominee (Chief Presiding Officer) by drawing of lot. The method of lot shall be decided by the Vice-Chancellor or his nominee (Chief Presiding Officer). This provision will however apply only in the case of the twenty-fifth position.

(25) The results of the election will be notified on the notice board of the Office of the Registrar and in at least two dailies published from Dhaka by the Registrar under order of the Vice-Chancellor.

(26) No vacancy caused due to any reason whatsoever shall be filled up during the same term for which the person, whose seat has fallen vacant, was elected to the Senate.

- (27) No election shall be called in question unless final result is declared and except by an election petition presented in accordance with the following provision :
- (a) An election petition may be filled within fifteen days from the date on which the final results of the election is declared.
 - (b) An election petition will lie only when any irregularity has materially affected the election results.
 - (c) Save as otherwise provided the Vice-Chancellor shall dispose of an election petition.
 - (d) The election petition must be submitted to the Registrar who shall supply a copy of the same to each of the contesting candidates fixing a date for filling a written statement if any within twenty days.
 - (e) After the receipt of the written statement the Vice-Chancellor shall fix a date within ten days for disposal and decide after perusing the records and hearing the parties concerned by a tribunal constituted by him.

**Board of
Advanced
Studies.**

47.(1) The composition of Board of Advanced Studies shall be as follows :—

- (a) The Vice-Chancellor;
- (b) The Pro-Vice-Chancellor *(Academic);
- (c) The Deans of all Faculties;

* (Amended vide Senate dated 27.06.2012)

- *(d) All Professors of the Departments and the Institutes. In case there is no Professor in a Department/ Institute, the Chairman/ Director of that Department/ Institute;
 - (e) Two co-opted members for their special scholarship in certain branches of knowledge.
- (2) The Board shall make recommendations to the Academic Council on the following matters :—
- (i) to examine the recommendations of the Faculties for creation of posts and for other academic planning;
 - * (ii) to recommend creation of higher teaching posts namely; Associate Professorship, Professorship and Supernumerary, visiting Professorship and similar posts;
 - (iii) to consider the programs in the fields of teaching and research, their promotion and co-ordination within the University;
 - (iv) to consider whether necessary facilities including effective and useful supervision are available for the University Departments to undertake Ph.D. work in a particular field;
 - (v) to consider and approve the various research projects in the University;
 - (vi) to award all grants and fellowships;

* (Amended vide Senate dated 30.06.1990)

- (vii) to review the position as regards the existing Ph.D. works in order to satisfy itself that suitable staff and equipment are available and that a high standard is maintained.
- (3) The co-opted members of the Board of Advanced Studies shall hold office for a period of two years and shall continue in office until their successors having been co-opted enter upon the office.

**Election of 35 representatives of teachers
of the University as Members of the Senate
(Vide Article 20(1)(I) of the D. U. Order, 1973)**

- 48. (1) The election of the representatives of teachers of the University as members of the Senate shall be held, on a date to be fixed by the Vice-Chancellor, in a special meeting of the teachers to be presided over by the Vice-Chancellor or by a person nominated by him in this behalf.
- (2) Intimation of the date fixed for the election shall be sent to all teachers, except those who are on leave, by the Registrar at least fifteen clear days before the date of election and only those who are teachers on the date of sending the intimation shall be entitled to take part in the election.
- (3) Every candidate for election as member of the Senate shall be proposed by one teacher and seconded by another teacher in writing in a form approved by the Vice-Chancellor for this purpose, and every candidate shall, at the time of nomination, give his consent in writing to such election in the nomination paper. The nomination paper of a candidate who has not written his consent thereon shall be invalid.

- (4) Any teacher may nominate for membership of the Senate such number of teachers, as there may be vacancies, by sending to the Registrar at least ten clear days before the date of election the name of the candidate proposed with his designation.
- (5) A candidate nominated for election may withdraw his candidature in writing signed by him and delivered to the Registrar not less than seven clear days before the date of election.
- (6) The Registrar shall cause a list of the nominees together with their designations to be circulated among the teachers of the University not less than five clear days before the election:

Provided that the list shall be deemed to have been circulated if it is delivered to the Departments of the respective teachers.

- (7) If the number of nominees after withdrawal does not exceed the number of vacancies, the nominees shall be declared to be elected to the vacancies.
- (8) Every voter shall cast his vote by means of a ballot paper which shall be in such form as may be specified by the Vice-Chancellor.
- (9) Every voter shall have one vote for each vacancy:

Provided that no voter shall cast more than one vote in favour of any one candidate:

Provided further that a voter may withhold casting of one or more of his votes.

- (10) A voter who desires to vote shall record his vote on the ballot paper in such manner as may be specified by the Vice-Chancellor.

- (11) Voting shall take place generally under the direction, control and supervision of the Vice-Chancellor or, in his absence, of his nominee at such hours as the Vice-Chancellor may direct on the date fixed for voting in the notice.
- (12) Voting shall be by secret ballot, and precautions shall be taken that the voter shows an unmarked ballot paper and then mark the ballot paper, so that the marking cannot be observed by any other person, and after marking it, he shall fold it and put it in a box provided for the purpose.
- (13) At the close of the voting the person presiding over the special meeting shall count the votes cast for the candidates :

Provided that he may appoint two or more scrutineers for counting the votes cast.
- (14) The Vice-Chancellor or his nominee shall prepare a report of the votes received by each candidate and the votes held to be invalid and shall declare the result. The ballot papers as well as the report shall be preserved in a sealed packet for the term of the members who are being elected.
- (15) The Vice-Chancellor or his nominee shall declare elected thirty-five candidates securing, in order of succession, the highest number of votes.
- (16) If at any election two or more candidates secure the same number of votes for the vacancy the choice between such candidates shall be determined by the Vice-Chancellor or his nominee by lot.

- (17) The Vice-Chancellor or his nominee shall have full powers to dispose of all points raised in the course of the election and the decision of the Vice-Chancellor or his nominee, as the case may be, shall be final.
- (18) The provisions of this Statute shall mutatis mutandis, apply for filling casual vacancies.

Note: (i) For the purpose of election the term Teachers' include Professors, Associate Professors, Assistant Professors, Lecturers, Supernumerary Professors/ Teachers of the University and the employees of the University Institutes having teaching and research work with the corresponding similar pay-scales of the Teachers of the teaching departments of the University.

(ii) The teachers who are on leave of any kind both at home and abroad may take part in the election only if they resume their duties before the date fixed for election.

**Election of two representatives
of the Senate to the Syndicate
[vide Article 23(1)(e) of the D.U. Order, 1973]**

- * 49. Two representatives of the Senate, one being a registered graduate and the other an educationist, shall be elected to the Syndicate by the Senate from among its members at the Annual or a Special Meeting of the Senate. The following procedures shall be followed for conducting the election :—

* (Amended vide Senate dated 29-6-95)

- (1) The Vice-Chancellor or the Chairman of the meeting shall call upon the members present to elect to the Syndicate two representatives one being a registered graduate and the other an educationist from among the members of the Senate.
- (2) The Vice-Chancellor or the Chairman shall call upon members present to nominate by proposing and seconding members of the Senate as representatives of the Senate on the Syndicate pointing out that the nominations should include one registered graduate and one educationist.
- (3) No member can nominate more than two persons from among the members of the Senate, of whom one shall be a registered graduate.
- (4) After the nominations the Vice-Chancellor or the Chairman shall announce the names of two scrutineers who, with help of the Registrar, shall prepare the list of nominated persons and a ballot paper if the nominated persons are more than two of whom one must be a registered graduate.
- (5) The list of nominated persons so prepared shall be announced to the members present at the meeting. The Vice-Chancellor or the Chairman shall then adjourn the meeting for one hour to prepare ballot papers and counting sheet.
- (6) The Vice-Chancellor shall request the Senate members to collect the ballot paper serially and to cast not exceeding two votes by recording cross (X) marks against the name or names in the ballot paper for whom he Votes,

secretly of whom one must be a registered graduate. The member shall then drop the ballot papers in the ballot box.

In no case shall a member put his signature on the ballot paper.

Note: Each member is entitled to vote for two candidates, of whom one shall be a registered graduate. He shall not have the right, to record more than one vote in favour of one candidate. He may, if he so chooses, withhold one or more of his votes.

- (7) After the Voting is over the scrutineers shall count the votes and prepare a report of the votes received by each candidate and the votes held to be invalid and shall prepare the result. The scrutineers shall then handover the ballot papers as well as the reports to the Vice-Chancellor or the Chairman of the meeting.
- (8) The Vice-Chancellor or the Chairman shall declare the two members securing the largest number of votes as elected to the Syndicate provided that one of them is a registered graduate. If these two do not include one registered graduate then the first one securing the largest number of votes shall be declared to have been elected. The registered graduate who secures the largest number of votes from among the candidates who are registered graduates shall then be declared to have been elected to the Syndicate.
- (9) If more than one candidate secures the same number of votes, the choice between such candidates shall be determined by the Vice-Chancellor or his Deputy by lot.

- (10) The Vice-Chancellor or the Chairman shall have full powers to dispose of all points raised in the course of the election. His decision shall be regarded as final.
- (11) The provisions of this Statute shall mutatis mutandis apply for filling up casual vacancies.

**Election of 6 teachers of the University
to the Syndicate**
[vide Article 23(1)(d) of the D. U. Order, 1973]

50. (1) The election of six teachers of the University, one from each of the following categories as members of the Syndicate shall be held on a date to be fixed by the Vice-Chancellor, in a meeting of the teachers to be presided over by the Vice-Chancellor or by a person nominated by him in this behalf :—
- (i) Deans,
 - (ii) Provosts,
 - (iii) Professors,
 - (iv) Associate Professors,
 - (v) Assistant Professors, and
 - (vi) Lecturers.
- (2) Intimation of the date fixed for the election shall be sent to all teachers, except those who are on leave, by the Registrar at least fifteen clear days before the date of election and only those who are teachers on the date of sending the intimation shall be entitled to take part in the election.

- (3) Every candidate for election as member of the Syndicate shall be proposed by one teacher and seconded by another teacher in writing in a form approved by the Vice-Chancellor for this purpose; and every candidate shall, at the time of nomination, give his consent in writing to such election in the nomination paper. The nomination paper of a candidate who has not written his consent thereon shall be invalid.
- (4) Any teacher may nominate for membership of the Syndicate such number of teachers one from each of the above categories as there may be vacancies, by sending to the Registrar, at least ten clear days before the date of election, the name of the candidate proposed with his designation.
- (5) A candidate nominated for election may withdraw his candidature in writing signed by him and delivered to the Registrar, not less than seven clear days before the date of election.
- (6) The Registrar shall cause a list of the nominees together with their designations to be circulated among the teachers of the University not less than five clear days before the election:

Provided that the list shall be deemed to have been circulated if it is delivered to the Departments of the respective teachers.
- (7) If the number of nominees after withdrawal does not exceed the number of vacancies in each of the above categories the nominees shall be declared to be elected to the vacancies.

(8) Every voter shall cast his vote by means of a ballot paper which shall be in such form as may be specified by the Vice-Chancellor.

(9) Every voter shall have one vote for each category of teachers:

Provided that no voter shall cast more than one vote in favour of any one candidate in any category:

Provided further that a voter may withhold casting of one or more of his votes.

(10) A voter who desires to vote shall record his vote on the ballot paper in such manner as may be specified by the Vice-Chancellor.

(11) Voting shall take place generally under the direction, control and supervision of the Vice-Chancellor or, in his absence, of his nominee at such hours as the Vice-Chancellor may direct on the date fixed for voting in the notice.

(12) Voting shall be by secret ballot, and precautions shall be taken that the voter shows an unmarked ballot paper and then mark the ballot paper, so that the marking cannot be observed by any other person, and after marking it, he shall fold it and put it in a box provided for the purpose.

(13) At the close of the Voting the person presiding over the meeting shall count the votes cast for the candidates:

Provided that he may appoint two or more scrutineers for counting the votes cast.

(14) The Vice-Chancellor or his nominee shall prepare a report of the votes received by each

candidate and the votes held to be invalid and shall declare the result. The ballot papers as well as the report shall be preserved in a sealed packet for the term of the members who are being elected.

- (15) The Vice-Chancellor or his nominee shall declare elected six candidates securing in order of succession the highest number of votes in the respective category.
- (16) If at any election two or more candidates secure the same number of votes for a single vacancy in any category the choice between such candidates shall be determined by the Vice-Chancellor or his nominee by lot.
- (17) The Vice-Chancellor or his nominee shall have full powers to dispose of all points raised in the course of the election and the decision of the Vice-Chancellor or his nominee, as the case may be, shall be final.
- (18) The provisions of these Statutes shall mutatis mutandis, apply for filling casual vacancies.

Note: (i) The term “Deans”/“Provosts” means one who is primarily appointed full-time salaried teacher and subsequently become “Deans”/“Provosts” for the purposes of this election.

(ii) For the purpose of election the term “Teachers” include Professors, Associate Professors, Assistant Professors, Lecturers, Supernumerary Professors/ Teachers of the University and the Employees of the University Institutes having teaching and research work with the corresponding similar pay-scales of the teachers of the Teaching departments of the University.

- (iii) *The teachers who are on leave of any kind both at home and abroad may take part in the election only if they resume their duties before the date fixed for election.***

**Election of one teacher of the University
to the Finance Committee
[Vide Article 31(1)(e) of the D. U. Order, 1973]**

51. (1) The election of one teacher of the University as member of the Finance Committee shall be held, on a date to be fixed by the Vice-Chancellor, in a meeting of the teachers to be presided over by the Vice-Chancellor or by a person nominated by him in this behalf.
- (2) Intimation of the date fixed for the election shall be sent to all teachers, except those who are on leave, by the Registrar at least fifteen clear days before the date of election and only those who are teachers on the date of sending the intimation shall be entitled to take part in the election.
- (3) Every candidate for election as member of the Finance Committee shall be proposed by one teacher and seconded by another teacher in writing in a form approved by the Vice-Chancellor for this purpose; and every candidate shall, at the time of nomination, give his consent in writing to such election in the nomination paper. The nomination paper of a candidate who has not written his consent thereon shall be invalid.
- (4) Any teacher may nominate one teacher for membership of the Finance Committee by sending to the Registrar, at least ten clear days before the date of election, the name of the candidate proposed with his designation.

- (5) A candidate nominated for election may withdraw his candidature in writing signed by him and delivered to the Registrar, not less than seven clear days before the date of election.
- (6) The Registrar shall cause a list of the nominees together with their designations to be circulated among the teachers of the University not less than five clear days before the election:

Provided that the list shall be deemed to have been circulated if it is delivered to the Departments of respective teachers.

- (7) If the number of nominees after withdrawal does not exceed the number of vacancy, the nominee shall be declared to be elected to the vacancy.
- (8) Every voter shall cast his vote by means of a ballot paper which shall be in such form as may be specified by the Vice-Chancellor.
- (9) Every voter shall have one vote for the vacancy:

Provided that no voter shall cast more than one vote in favour of any one candidate:

Provided further that a voter may withhold casting of his vote.

- (10) A voter who desires to vote shall record his vote on the ballot paper in such manner as may be specified by the Vice-Chancellor.
- (11) Voting shall take place generally under the direction, control and supervision of the Vice-Chancellor or, in his absence, of his nominee at such hours as the Vice-Chancellor may direct on the date fixed for voting in the notice.

- (12) Voting shall be by secret ballot, and precautions shall be taken that the voter shows an unmarked ballot paper and then mark the ballot paper, so that the marking cannot be observed by any other person, and after marking it, he shall fold it and put it in a box provided for the purpose.
- (13) At the close of the voting the person presiding over the meeting shall count the votes cast for the candidates:

Provided that he may appoint two or more scrutineers for counting the votes cast.
- (14) The Vice-Chancellor or his nominee shall prepare a report of the votes received by each candidate and the votes held to be invalid and shall declare the result. The ballot papers as well as the report shall be preserved in a sealed packet for the term of the members who are being elected.
- (15) The Vice-Chancellor or his nominee shall declare elected one candidate securing, the highest number of votes.
- (16) If at any election two or more candidates secure the same number of votes for a single vacancy the choice between such candidates shall be determined by the Vice-Chancellor or his nominee by lot.
- (17) The Vice-Chancellor or his nominee shall have full powers to dispose of all points raised in the course of the election and the decision of the Vice-Chancellor or his nominee, as the case may be, shall be final.
- (18) The provisions of these Statutes shall mutatis mutandis, apply for filling casual vacancies.

- Note: (i) For the purpose of election the term “Teachers” include Professors, Associate Professors, Assistant Professors, Lecturers, Supernumerary Professors/ Teachers of the University and the Employees of the University Institutes having teaching and research work with the corresponding similar pay-scales of the teachers of the Teaching departments of the University.**
- (ii) The teachers who are on leave of any kind both at home and abroad may take part in the election only if they resume their duties before the date fixed for election.**

Grouping of Deans to the Planning & Development Committee.

52. (1) For the purpose of membership of the Planning and Development Committee the Deans of the Faculties shall be arranged into three groups as follows :—
- Group A—Deans of the Faculties of Arts, Science, Fine Arts and Medicine.
- Group B—Deans of the Faculties of * Business Studies, Social Sciences, Education and Post-Graduate Medical Sciences and Research.
- Group C—Deans of the Faculties of Law, Arts, Science and Medicine.
- (2) The Deans in group “A” as shown above shall assume office with effect from the date on which the formation of the Planning and Development Committee is completed under the provisions of the Order and shall hold office for a period of one year and the Deans in Group “B” shall hold office for a period of one year from the date of expiry of the first period of office of the Deans under group “A” and so on. Thereafter the membership of the group shall be by rotation for a period of one year.

* (Vide Act No. 17 of 1995 published on Bangladesh Gazette Extra-ordinary 17.7.1995)



*(Incomplete form will be rejected without reference)
 University of Dhaka
 Form of Application

Appendix-‘A’



For enrollment as Registered Graduates of the University (vide section 21(2) of the First Statutes)

1. Name (in block letters) :
2. Father’s Name :
3. Mother’s Name :
4. Address (*in full) :
5. Upazilla:....., District:.....
6. Occupation (with designation, if any) : 7. Male/Female
8. Name and year of obtaining qualifying degree from the University of Dhaka (In case of Hons. & Masters Degree subject to be mentioned)
9. Attested Photostat copy of the Degree Certificate is enclosed herewith.
10. Registration fee of
 - (a) Taka 500.00 for three academic years.
 - (b) Taka 1200.00 for life, in cash is sent herewith.

Date :

Signature
 (Phone:)

Undertaking:

The Statements made above are correct. In case of detection of any wrong entries my registration will be liable to cancellation without any reference.

 (Signature of Applicant)
 Date:

(To be filled in the Janata Bank, D.U. Branch)

Received Taka:
 Cashier’s receipt No:.....

Date:
 Signature of the Cashier or Collecting Officer

*All correspondence will be sent to this address until an intimation of change of address is sent to the Registrar. Attested two passport size and two stamp size photographs to be enclosed with the application. No photostat copy of the application form shall be acceptable.

Price: Taka Ten only.

 *(Amended vide Senate dated 27.06.2012)