

CHAPTER IV AUTHORITIES OF THE UNIVERSITY

25. Authorities of the University. - The following shall be the Authorities of the University:

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

26. Syndicate. - (1) The Syndicate shall consist of:

- (a) the Pro-Chancellor
- (b) the Vice Chancellor;
- (c) a retired civil servant not below the rank of BS-20 to be nominated by the Government;
- (d) a serving Vice Chancellor of a public sector university to be nominated by the Government;
- (e) three members of Provincial Assembly of the Punjab, including at least one female member to be nominated by the Speaker of the Assembly;
- (f) Secretary of the Administrative Department or his nominee not below the rank of a Deputy Secretary;
- (g) Secretary to the Government, Finance Department or his nominee not below the rank of a Deputy Secretary;
- (h) Secretary to the Government, Law and Parliamentary Affairs Department or his nominee not below the rank of a Deputy Secretary;
- (i) Chairman of the Commission or his nominee not below the rank of a Director;
- (j) Chairperson, Punjab Higher Education Commission or his nominee not below the rank of a Director;
- (k) three persons from society at large being persons of distinction in the fields of administration, management, education, academics, law, accountancy, medicine, fine arts, architecture, industry, agriculture, science, technology and engineering with a view to create diversity and balance across the various fields, to be nominated by the Government;
- (l) one Dean of the Faculties of the University to be nominated by the Government;
- (m) one Professor, one Associate Professor and one Assistant

Professor of the University to be elected by teachers of their respective cadres in such manner as prescribed by the statutes; and

(n) the Registrar who shall act as Secretary to the Syndicate.

(2) The meetings of the Syndicate shall be presided over by the Pro-Chancellor or his nominee from amongst the members of the Syndicate.

(3) The members of the Syndicate, other than ex-officio members, shall hold office for three years:

Provided that no person, other than an ex-officio member, may serve on the Syndicate for more than two consecutive terms:

Provided further that the University teachers appointed to the Syndicate may not serve for two consecutive terms.

(4) The quorum for a meeting of the Syndicate shall be two-third of its total members a fraction being counted as one excluding the vacant categories, wherever applicable.

(5) At least three members of the Syndicate shall be women.

(6) The Syndicate shall meet at least once in each quarter of the year, and the Registrar shall, with the approval of the Vice Chancellor, summon a meeting of the Syndicate.

(7) Unless otherwise prescribed by this Act, all decisions of the Syndicate shall be taken on the basis of the opinion of majority of the members present, and in event of the members being evenly divided on any matter, the person presiding over the meeting shall have a casting vote.

27. Powers and functions of the Syndicate.- (1) The Syndicate shall be the executive body of the University and shall, subject to the provisions of this Act and the statutes, exercise general supervision over the affairs and management of the University.

(2) Without prejudice to the generality of the foregoing powers, and subject to the provisions of this Act, the statutes, the Syndicate shall have the powers to:

- (a) consider the annual report and annual plan of work including key performance indicators to be set up by the University, and to submit these to the Chancellor;
- (b) approve the annual and revised budget estimates with due regard to the advice of the Finance and Planning Committee;
- (c) review the performance of authorities and officers, and pass appropriate direction for the purpose of improvement in management, administration and financial discipline;
- (d) review the quality and relevance of the University's academic programs and review the academic affairs and performance of the University in general;
- (e) approve strategic plans and policies;
- (f) consider and approve the statutes, rules and regulations falling within its authority to approve, and recommend the statutes

- required to be approved by the Chancellor for his approval;
- (g) recommend to the Government removal of any person, other than ex-officio member, from the membership of any Authority, if such person:
 - (i) has become unsound mind; or
 - (ii) has become incapacitated to function as member of such Authority; or
 - (iii) has been convicted by a court of law for an offence involving moral turpitude; and
 - (iv) has been proven guilty of misconduct under the statutes made for ensuring efficiency and discipline in the University; or
 - (v) remains continuously absent from three consecutive meetings without any intimation.
 - (h) hold, control and lay down policy for the administration of the property, funds and investments of the University including the approval of the sale and purchase or acquisition of immovable property;
 - (i) transfer and accept transfer of movable and immovable property on behalf of the University;
 - (j) enter into, vary, carry out and cancel contracts on behalf of the University;
 - (k) cause proper books of account to be kept for all sums of money received and expended by the University and for the assets and liabilities of the University;
 - (l) invest any money belonging to the University including any unapplied income in any of the securities described in section 33 of the Punjab Trusts Act 2020 (XXI of 2020), or in the purchase of immovable property or in such other manner, as it may prescribe, with the like power of varying such investments;
 - (m) receive and manage any property transferred, and grants, bequests, trust, gifts, donations, endowments, and other contributions made to the University;
 - (n) administer any funds placed at the disposal of the University for specified purposes;
 - (o) provide the buildings, libraries, premises, furniture, apparatus, equipment and other means required for carrying out the objectives of the University;
 - (p) establish and maintain halls of residence and hostels;
 - (q) arrange for the inspection of colleges, institutes, constituent colleges and the departments;
 - (r) institute professorships, associate professorships, assistant professorships, lectureships and other teaching posts or to abolish such posts;

- (s) subject to this Act, appoint teachers, officers and other employees on the recommendation of the Selection Board in basic pay scale 17 and above in accordance with the statutes;
- (t) suspend, punish, remove and dismiss from the service, the officers and teachers of the University in basic pay scales 17 to 21 in accordance with the statutes;
- (u) promote the officers of the administrative cadre to the next higher scale on such terms and conditions as provided in the statutes;
- (v) appoint Professor Emeritus on such terms and conditions as may be prescribed;
- (w) create, or abolish such administrative or other posts as may be necessary;
- (x) prescribe powers and duties of officers, teachers and other employees of the University and of those working in the University on deputation or on contract;
- (y) confer, with prior approval of the Chancellor, an honorary degree on a person of eminence;
- (z) approve admission of educational institutions to the privileges of the University and withdraw such privileges;
- (aa) appoint members to various Authorities, committees and bodies in accordance with the provisions of this Act;
- (bb) regulate the conduct and discipline of the students of the University;
- (cc) take actions necessary for the good administration of the University in general and to this end exercise such powers as are necessary;
- (dd) prescribe conditions under which the University may enter into agreements with other institutions and public bodies for purposes of research and advisory services; and
- (ee) perform such other functions as have been assigned to it by the provisions of this Act or the statutes.

(3) The Syndicate may delegate any of its functions to an Authority or officer or a committee except for legislative and budgetary functions.

28. Appointment and removal of members of the Syndicate.- (1) The members of the Syndicate shall be appointed and notified by the Government on the recommendations of the Vice Chancellor.

(2) The Government may, on its own motion or on the recommendation of the Vice Chancellor, remove any member of the Syndicate other than ex-officio members, if he has:

- (a) become of unsound mind; or
- (b) become subject to any incapacity which prevents him from functioning as member of the Syndicate; or

- (c) been convicted by a court of law of an offence involving moral turpitude; or
- (d) absented himself from three consecutive meetings of the Syndicate without just cause; or
- (e) accepted any assignment which involves his absence from the country for a continuous period of more than six months without intimation to the Vice Chancellor; or
- (f) been guilty of misconduct including use of position for personal advantage of any kind or gross inefficiency in the performance of his functions:

Provided that before passing such orders, the member concerned shall be afforded a fair opportunity of being heard by the Chancellor.

(3) Subject to the provisions of this Act, the Government shall also nominate members other than ex-officio members of the Syndicate.

29. Academic Council.- (1) The Academic Council shall consist of:

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

(2) The members of the Academic Council, other than ex-officio, shall hold

office for a term of three years, and if the office of any such member becomes vacant before the expiry of the term, the vacancy shall be filled for the remaining period in the prescribed manner.

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

(4) The Academic Council shall meet at least once in six months.

30. Powers and duties of the Academic Council.- (1) The Academic Council shall be the academic body of the University and may lay down proper standards of instructions, research, publication and examination and regulate and promote the academic life of the University and its constituent colleges.

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

- (a) advise the Syndicate on academic matters;
- (b) regulate conduct of teaching, research and examinations;
- (c) regulate the admission of students to the courses of studies and examinations of the University;
- (d) regulate the award of studentships, scholarships, medals and prizes;
- (e) propose to the Syndicate schemes for the constitution and organization of faculties, institutes and other academic bodies;
- (f) recommend policies and procedures pertaining to the quality of academic programs to the Syndicate;
- (g) propose regulations on the recommendations of the Boards of Faculties and the Boards of Studies for consideration and approval of the Syndicate;
- (h) propose for each academic year, on the recommendations of the Boards of Studies, regulations prescribing the courses of studies, the syllabi and the outlines of tests for all examinations; provided that, if the recommendations of a Board of Faculties or the Board of Studies are not received by the prescribed date, the Academic Council may, subject to the approval of the Syndicate, permit such regulations to continue for the following years;
- (i) recognize the examinations of other universities or examining bodies as equivalent to the corresponding examinations of the University;
- (j) institute programs for the continued professional development of the teachers at all levels;
- (k) prepare an annual report on the academic performance of the University;
- (l) appoint members to the Authorities in accordance with the provisions of this Act; and
- (m) perform such other functions as may be prescribed by the

statutes or assigned by the Syndicate.

31. Board of Faculty.- (1) There shall be a Board of Faculty for each Faculty which shall consist of:

- (a) Dean of the Faculty (Chairperson);
- (b) Professors and the Chairpersons in the Faculty;
- (c) two members to be nominated by the Academic Council on the basis of their specialized knowledge of the subjects which, though not assigned to the Faculty, have in the opinion of the Academic Council important bearing on the subjects assigned to the Faculty;
- (d) two experts, including at least one woman, in the field from outside the University to be appointed by the Syndicate; and
- (e) one member from amongst the officers of the University to be nominated by the Vice Chancellor on recommendations of the Principal of the constituent college or Director of an institute.

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

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

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

- (a) coordinate the teaching and research work in the subjects assigned to the Faculty;
- (b) scrutinize the recommendations of a Board of Studies comprising a Faculty with regard to the appointment of paper setters and examiners for graduate and postgraduate examinations, and to forward the panels of suitable paper setters and examiners for each examination to the Vice Chancellor;
- (c) consider any other academic matter relating to the Faculty and submit its report to the Academic Council;
- (d) prepare a comprehensive annual report regarding the performance of each department in the Faculty for presentation to the Academic Council; and
- (e) perform such other functions as may be prescribed by the statutes.

32. Departments and Chairpersons.- (1) There shall be a department, college or an institute for each subject or a group of subjects as may be prescribed by the regulations, and each department, college or an institute shall be headed by the Chairperson or Principal or Director.

(2) The Chairperson of a department, Principal of a college, or Director of an institute shall be appointed by the Syndicate on the recommendation of the Vice

Chancellor from amongst the three senior most Professors of the department, institute or college for a period of three years, and shall be eligible for reappointment but if in a department, college or an institute, no Professor is available, the appointment shall be made from amongst the three senior most Associate Professors of the department, college or an institute:

Provided that in a department, college or an institute, where there is no Professor or Associate Professor, no such appointment shall be made and the

department or the institute shall be looked after by the Dean of the Faculty with the assistance of the senior most teacher of the department or institute.

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

33. Board of Advanced Studies and Research.- (1) The Board of Advanced Studies and Research shall consist of:

- (a) Vice-Chancellor (Chairperson);
- (b) all the Deans;
- (c) all Principals and Directors of constituent colleges and institutes;
- (d) Controller of Examinations;
- (e) one University Professor from each Faculty to be nominated by the Academic Council;
- (f) one member from amongst the officers of the University to be nominated by the Vice Chancellor;
- (g) three members from the relevant field, research organizations and the Government including at least one woman from any of the categories to be nominated by the Syndicate; and
- (h) Registrar who shall act as Secretary to Board of Advanced Studies and Research.

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

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

34. Functions of the Board of Advanced Studies and Research.- The Board of Advanced Studies and Research shall:

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

35. Board of Studies.- (1) There shall be a separate Board of Studies for each

subject or group of subjects as may be prescribed by the regulations.

- (2) The Board of Studies shall consist of:
 - (a) the Chairperson of the departments;
 - (b) all the teachers of the departments concerned; and
 - (c) three to five experts or teachers, other than the teachers of the University, to be appointed by the Syndicate according to the need of the Board of Studies.

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

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

(5) The Chairperson of the concerned department shall be the Chairperson and Convener of the Board of Studies.

(6) The Chairperson of the department concerned shall be the Chairperson and Convener of the Board of Studies, and where in respect of a subject there is no department, the Chairperson shall be appointed by the Syndicate.

36. Functions of Boards of Studies.- The Board of Studies shall perform the following functions:

- (a) advising the Authorities on all academic matters connected with instructions, publication, research and examinations in the subject or subjects concerned;
- (b) proposing curricula and syllabi for all degree, diploma and certificate courses in the subject or subjects concerned;
- (c) suggesting a panel of names of paper setters and examiners in the subject or subjects concerned; and
- (d) Undertaking such other functions as may be prescribed by the regulations.

37. Selection Board.- (1) The Selection Board shall consist of:

- (a) Vice-Chancellor (Chairperson);
- (b) a representative of the Secretary of the Administrative Department not below the rank of a Deputy Secretary;
- (c) Dean of the faculty concerned;
- (d) Principal or Director of the concerned college or institute;
- (e) Chairperson concerned;
- (f) two experts, including at least one woman, to be nominated by the Syndicate; and
- (g) Registrar (Secretary).

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

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

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

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

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

38. Functions of the Selection Board. - (1) The Selection Board shall:

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

(2) In the event of a difference of opinion between the Selection Board and the Syndicate, the matter shall be referred to the Chancellor, whose decision shall be final.

39. Finance and Planning Committee.- (1) The Finance and Planning Committee shall consist of:

- (a) Vice-Chancellor (Chairperson);
- (b) all the Deans;
- (c) All Principals or Directors of constituent colleges or institutes;
- (d) one member of the Syndicate to be nominated by the Syndicate;
- (e) one member of the Academic Council to be nominated by the Academic Council;
- (f) one representative each from the Administrative Department and Finance Department of the Government not below the rank of a Deputy Secretary;
- (g) One nominee of Commission not below the rank of Deputy Director; and
- (h) Treasurer (Secretary).

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

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

(4) The representation of Finance Department and Administrative Department shall be mandatory for holding the meeting of Finance and Planning Committee.

40. Functions of the Finance and Planning Committee.- The Finance and Planning Committee shall:

- (a) prepare the annual statement of accounts and propose annual budget estimates and make recommendations to the Syndicate for approval;
- (b) review periodically the financial position of the University;
- (c) advise the Syndicate on all matters relating to fee structure, finance, investments and accounts of the University; and
- (d) perform such other functions as may be prescribed by the statutes.

41. Discipline Committee.- (1) The Discipline Committee shall consist of:

- (a) the Chairperson to be nominated by the Vice Chancellor;
- (b) two Professors to be nominated by the Academic Council;
- (c) two Professors to be nominated by the Syndicate; and
- (d) the teacher or officer-in-charge of students' affairs, by whatever name called (Member/Secretary).

(2) The term of office of the members of the Committee, other than ex officio members, shall be two years.

(3) The quorum for a meeting of Discipline Committee shall be four members.

42. Functions of the Discipline Committee.- The functions of the Discipline Committee shall be to:

- (a) propose Regulations to the Academic Council relating to the conduct of University students, maintenance of discipline and breach of discipline; and
- (b) perform such other functions as may be prescribed.

43. Appointment of Committees by certain Authorities.- (1) The Syndicate, the Academic Council and other Authorities may, from time to time, appoint such standing, special or advisory committees, as they may deem fit, and may place on such committee persons who are not members of the Authorities appointing the Committees.

(2) The constitution, functions and powers of the Authorities for which no specific provision has been made in this Act shall be such as may be prescribed by the statutes or regulations.