# GOOD GOVERNANCE GUIDELINES DOCUMENTS

#### **SUBMITTED**

TO

#### NATIONAL PROJECT IMPLEMENTATION UNIT (NPIU)



# DEENBANDHU CHHOTU RAM UNIVERSITY OF SCIENCE AND TECHNOLOGY MURTHAL, SONEPAT – 131039 (HARYANA)

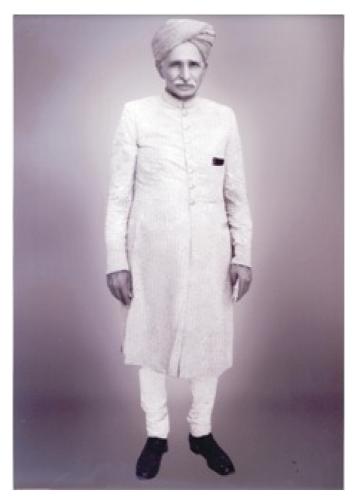
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[A STATE UNIVERSITY ESTABLISHED UNDER HARYANA LEGISLATURE

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DEENBANDHU CHHOTU RAM (NOVEMBER 24, 1881 – JANUARY 09, 1945)

Born on 24th November, 1881 in Garhi Sampla (a village in old Rohtak district) in the family of Ch. Sukhi Ram and Mrs. Sirya Devi, Deenbandhu Chhotu Ram was a renowned educationist and named as the father of reforms for farmers and downtrodens. He established jat anglo sansthan on 26<sup>th</sup> March, 1913 after completion of his graduation in law. In preindependent combined Punjab, he was as development minister from 1937 to 1945. He was conferred with prestigious awards like Rai Bahadur (1919), Deenbandhu (1942), Rehbar-eazam (1944). Besides being a luminary figure who made substantial reforms for agriculture and education, he was involved in various developmental projects and policy formulations, including the important Bhakhra Nangal hydroelectric power project.

The government of Haryana has named the university after this illustrious son of the soil. His humanitarian achievements inspire and motivate everyone to work sincerely with dedication for the inclusive growth and overall progress of the nation.

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#### **ABOUT THE UNIVERSITY**

#### **INTRODUCTION**

- Initially established as 'Chhotu Ram State College of Engineering' in 1987
- Upgraded to Deenbandhu Chhotu Ram University of Science & Technology, Murthal through Act-29 of Haryana State Legislature on 6<sup>th</sup> November, 2006 (named after Chhotu Ram who was renowned educationist & conferred with prestigious awards like Deenbandhu (1942) besides other achievements)
- UGC recognition under Section 12 (B) & 2(f) of UGC Act, 1956 in March, 2009
- Affiliating status granted to University through an Act of State of Haryana State Legislature on 3<sup>rd</sup> August, 2009.
- 273 acres of lush green campus.
- Peaceful and pollution free environment
- Located on National Highway No.1, 50 km from ISBT, Delhi and 65 km from Airport, Delhi & 20 km from Delhi-Haryana border.
- Seven B.Tech programmes of the university have also been accredited by National board of Accreditation (NBA).
- MoU signed with Tampere University of Technology, Finland for R & D interactions and mutual exchange programmes.
- MoU signed with Hoshschule Ostwestfalen-Lippe University of Applied Science, Germany for R & D interactions and mutual exchange programmes.
- MoU signed with Daeduk University, Republic of Korea for R & D interactions and mutual exchange programmes.
- MoU signed with NPTI for Training of students and R & D interactions.
- MoU signed Advanced Technology for Summer Training & Industrial Exposure.
- MoU signed with Co-cubes for Campus Placements.
- Ragging free campus

#### **VISION**

To facilitate and promote studies and research in emerging areas of higher education with focus on new frontiers of science, engineering, technology, architecture & management, leading to evolution of enlightened technocrats, innovators, scientists, leaders and entrepreneurs who will contribute to national growth in particular and to international community as a whole.

#### **MISSION**

University mission is to achieve excellence in education and research in main and related areas of applied science, engineering, technology, architecture, management and healthcare and to occupy a place of pride amongst the most eminent organizations of the world.

#### **ACADEMIC PROGRAMMES**

S. No.	Programme	
1	UG PROGRAMMES: Bachelor of Architecture, B. Tech. in Biomedical Engineering, Biotechnology, Chemical Engineering, Civil Engineering, Computer Science and Engineering, Electrical Engineering, Electronics & Comm. Engineering, Mechanical Engineering	
2	5-YEAR INTEGRATED PROGRAMME: M. Sc. (Mathematics) and M. B. A	
3	<ul> <li>PG PROGRAMMES:</li> <li>M. Tech. in Electrical Engineering (Inst.&amp; Control, Power System), Computer Science &amp; Engineering Electronics &amp; Communication Engineering, VLSI Design, Mechanical Engineering, Chemical Engineering, Biotechnology, Highway Safety and Engineering, Energy Studies &amp; Environmental Management, Renewable Energy, Material Science &amp; Nanotechnology, Food Technology, Biomedical Engineering</li> <li>M.Sc. in Chemistry, Mathematics, Physics, Biotechnology</li> <li>Master of Architecture (Sustainable Architecture), Urban and Rural Planning, Construction and Real Estate Management, Hospital Administration</li> <li>M. B. A., M. A. English</li> </ul>	
Total sanctioned intake for UG: 656		
Total sanctioned intake for 5-year Integrated Programme: 140		
Total sanctioned intake for PG: 760		

#### **HOSTELS**

It is a residential university and hostel accommodation is provided in separate boys and girls to almost all students whose permanent residence is beyond the radius of 30 kilometers of University campus.

There is a mess-cum-kitchen unit in each hostel. Mess is run by student's bodies (students Councils for boys and girls hostel separately) on cooperative basis under the guidance of the Respective warden. The entire affair related to hostels is dealt with by a council of wardens Headed by the chief warden.

Every hostel has a spacious furnished common room with LCD TV and indoor games, news papers etc. The hostels are linked with campus wide networking. At present, there is Wi-Fi connectivity in all the hostels. In addition to this, each hostel has badminton court, Table tennis room, a hostel library, etc.

#### SHOPPING COMPLEX

The campus has a shopping complex in the vicinity of students' hostels and residential area. There is a departmental store, photo shop, xerox shop, book and stationery shop and also a milk Booth. There is a State Bank of India branch with ATM facility and a post office. The shopping Complex also has a cafeteria surrounded with lawns.

#### MEDICAL FACILITIES

The university has a medical centre in the campus catering to the medical needs of the students and staff. It has two permanent resident medical officers including one lady medical officer. It is equipped with first-aid and ambulance facilities. In addition to this, a few test facilities are augmented by the department of biomedical engineering.

#### NATIONAL SERVICE SCHEME (NSS)

NSS is a vibrant scheme in the University which inculcates human values in our students by way of organizing blood donation camps; AIDS control workshops and Youth Red Cross camps etc. under the supervision of NSS team as below:

**1.** Dr. Anil Sindhu Programme Cooordinator

Dr. Ajay Kumar Programme Officer
 Prachi Chaudhary Programme Officer
 Neha Rao Programme Officer

It is obligatory on the part of all students enrolled in the university to nurture a tree under the concept of 'one student one tree' for preservation of environment.

#### **CO-CURRICULAR ACTIVITIES**

Traditionally students organize three events during an academic year. Rhythm – A grand cultural event in which participants of technical institutions from all over India are invited. Another very popular technical event is Technova in which the participation from all over India is invited. This technical festival comprises more than hundred technical events including online participation designed to test the innovative skills of students in cognitive and psychomotor domains. Third event is Sports Meet. To ensure the participation at the inter-university level, the University has created two zones of affiliating colleges/institutes and one for University Teaching Departments. After the zonal sports and cultural competitions, the inter-zonal competitions are organized. A tennis Academy with provisions of courts of international standards is provided near boy's hostels of the University. An Indoor stadium with all facilities for Indoor games has also been established.

In addition to this, there are different clubs, societies & student chapters of professional bodies like IEEE, IICHE, IE, ISHRAE, ASHRAE etc. which conduct quizzes, debates on burning National & International issues related to education, social & environmental problems etc. and other intellectual activities.

Hobby Expo Club which caters to music, painting, sketching, coin collection, pot making etc. and include fine art clubs. These clubs organize activities throughout the year and the awards and certificates are given at the time of Rhythm.

#### SC/ST Cell

An SC/ ST cell has been set up in the University to ensure proper implementation of various schemes of the UGC, the Government of India and State Government concerning scholarships, stipends etc. for welfare of reserved categories. The guidelines for various types of scholarship/stipends as revised from time to time by the Central and State Govt. are notified to all departments and displayed on the notice boards of the concerned departments.

#### **WOMEN CELL**

In pursuance of Hon'ble Supreme Court and UGC guidelines on building a gender sensitive campus and on prevention of sexual harassment of working women on duty place, the university has a Women Cell and an Internal Complaint Committee. The Cell plays a catalyst for gender sensitization, knowledge sharing and women empowerment on the campus and its surroundings.

The constitution of the Cell is as under:

Chairperson of the Cell: Prof. Rekha, Department of Humanities

Members Women Cell: Dr Aarti Deveshwar, Department of Mgt Studies

Dr Suman Sangwan, Department of Comp Sc. & Engg

As a policy of zero tolerance on campus for gender based violence and harassment and strictly as per The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and norms and guidelines of UGC, the university has a dedicated Complaint Committee with the following constitution:

S No	Name & Designation	Status
1	Prof. Rekha, Department of Humanities	Chairman
2	Prof. Pratibha Chaudhary, Department of Chemistry	Member
3	Prof. S. K. Garg, Department of Mathematics	Member
4	Dr. Brijnandan Dehiya, Associate Professor,	Member

	Department of Materials Science and Nanotechnology	
5	Smt. Neelam Dahiya, Dy. Registrar, Store & Purchase	Member
6	Mrs. Kamlesh Malik W/o Mr. R. S. Malik, Sonipat	Member
7	Mrs. Santosh Rathee, Principal, Govt. Girls Senior	Member
	Secondary School, Murthal Road, Sonipat	
8	Mrs. Robin, Advocate, Chamber No. 120-121, Distt.	Member
	Courts, Sonipat	

#### PROCTORIAL BOARD

Proctorial Board for the Grievance Redressal of students consists of:

S No	Name & Designation	Status
1	Prof. Vijay Kumar, Proctor	Chairman
2	Prof. Rajbir Singh, Dean Students Welfare	Member
3	Prof. R K Garg, Chief Warden (Boys Hostel)	Member
4	Prof. Jyoti Panday, Chief Warden (Girls Hostel)	Member
5	Dr. A. K. Gupta, Associate Professor	Member
6	Dr. Kiran Nehra, Associate Professor	Member

#### **ALUMNI ASSOCIATION**

Our Alumni Association is headed by a senior faculty member of the university and acts as a nodal agency for maintaining liaison with the alumni all over the world. It plays a very important role to promote and encourage the alumni to exchange professional knowledge by undertaking and facilitating conferences, seminars, expert lectures amongst students and faculty. It also honours and facilitates distinguished alumni. The alumni meet takes place at least once in a year.

#### **UNIVERSITY LIBRARY**

The University Library is housed in Saraswati Library Complex which is a four story building, a perfect and beautiful blend of aesthetics, latest technology and green architecture. The University Library has a seating capacity of 500 members. The University Library opens from 7.00 A.M. to 7.00 P.M. on all working days and 9.00 A.M. to 5.00 P.M. on Saturdays, Sundays and Gazetted Holidays.

The University Library has a 54,480 books and other reading materials and 343 e-books. The University Library subscribes 101 printed Indian Journals. It also subscribes 67 Magazines and 19 Newspapers to cater the needs of users for current awareness and leisure reading. The University Library has undertaken the subscription to the Online

Journals of J-Gate (Social and Management Science – 6936), Emerald – 150 (Management – 150), EBSCO (Art and Architecture – 239) and IEEE/IEL. Being a member of INFLIBNET an IUC of UGC the University Library is provided with eresources of Taylor and Francis (2918), Springer (1389), American Chemical Society (37) and American Physical Society (10). The University has also access of two databases i.e. ISID and JCCC through INFLIBNET.

For access to online Journals, databases and electronic books the University Library has 32 work stations with a setup of 1 G connectivity.

The University Library maintains a separate Reference Section consisting of fact finding resources such as Dictionaries, Directories, Handbooks, Encyclopedias, Yearbooks and a copy of a title meant for reference only. The University Library also maintains a separate section on Deenbandhu Chhotu Ram – The great leader of Haryana after whom the University takes its name. In this section books and related literature and a photo gallery on Chhotu Ram Ji is available.

Using LSEase Software of Libsys Corporation has computerized its actively used collection searchable through Online Public Access Catalogue (OPAC). The books have been bar-coded and pasted with computer generated spine labels to facilitate computerized circulation system and shelving of books in proper classified order. The bar-coded Identity-cum-Library Cards are issued to members.

The University Library is an institutional member of the British Council Library, New Delhi, Tata Energy Research Institute, New Delhi and Indian Science Congress Association, Kolkata.

The University Library is the life member of the Institution of Engineers, Kolkata and Current Science Association, Bangalore.

The University Library offers other services such as:

- Multipurpose/Seminar Hall for holding Seminars and Conferences with a capacity of 100 persons.
- A separate reading hall which remain open for reading and access of INTERNET for 24x7 hrs.
- Photocopy Services through a private vendor on University approved rates with other facilities of lamination, spiral binding, coloured printing etc.
- Reference Services on demand
- Book Bank facility.
- Library Surveillance through CCTV system using 32 cameras and two LCD monitors.

#### UNIVERSITY COMPUTER CENTRE

The new University Computer Centre is housed in state-of-the-art iconic building based on green Technology. The University Computer Centre (UCC) manages the central computing and Networking facilities for the university community. The UCC is having dedicated 1GB National Knowledge Network (NKN) connectivity for internet access. University is having 1500 nodes wired network and Wi-Fi connectivity in hostels & guest house over 10G OFC backbones. University computer centre is remote centre of IIT Bombay/IIT Kharagpur to conduct various Workshops & training for students & faculties through audio visual interaction. University is designated as Aakash project research centre of IIT Bombay and having more than 244 aakash II tablets. Computer centre offers QEEE classes to B.Tech students for some of courses. Under QEEE program live lectures are delivered in real time by the faculties of IITs using the Information and communication technologies.

University Computer Centre is equipped with the state-of-the-art facilities and hub of Latest technology like blade servers, desktops, laptops, aakash tablets, xerox machine, LCD Projectors, scanners and laser printers. The centre is having state-of-the- art audio visual facilities to conduct various online lectures & training programmes. NPTEL video lectures are available for users on University intranet. University Computer Centre managing various automation and online activities of the university. Two websites www.dcrustm.ac.in & www.dcrustm.org are deployed to offers complete up-to date information to all the stake holders of the university. Cloud based email services are offered to the university Faculty & staff.

The university computer centre conducts all online UG/PG/Ph.D. Admission entrance Exam & campus for the students. University computer centre manages many training Programmes for faculty, research scholars, staff & other community from time to time. More than 100 desktops are available in net lab for students, faculty, staff and scholars to make an effective use of internet services.

#### CENTRAL WORKSHOP

The central workshop is an academic centre where emphases on practical aspects of Manufacturing and production processes are given. This is the area where students are trained and gets hands on experience before going to different industries. The practical training is being imparted to all UG level engineering students of the university. The central workshop is spread in 6000 sq. Mtr. Area and mainly comprised of machine shop, CNC machine shop, welding shop, fitting shop, forging shop, sheet metal shop, carpentry shop, pattern shop, foundry shop, metrology section. CNC shop and welding shops are equipped with modern CNC lathe, CNC milling and EDM, TIG, MIG, and plasma

cutting machines. There is trained and experienced staff in each shop for imparting effective training to the students.

#### CENTRAL INSTRUMENTATION LABORATORY

In order to cater to the needs of different departments with sophisticated instruments for maximum utilization of instruments at our university campus central instrumentation laboratory was established in April 2011. CIL is located on the ground floor in the premises of Central workshop. All students, researchers and faculty members from various science and Engineering departments of the university and its affiliated colleges are allowed to avail the Services of CIL. CIL has following sophisticated instruments: FTIR (Perkin Elmer Frontier) (250-8000 cm-1), Impedance Analyzer (Hioki im3570), Simultaneous Thermal Analyzer (Perkin Elmer sta 6000), UV/vis (Shimadzu UV-2450) etc.

#### **CONVENTION CENTRE**

A state-of-the-art convention centre is under construction with an estimated cost of Rs. 26 crores whose foundation stone has already been laid by Hon'ble Chief Minister of Haryana on November 19, 2008.

#### TRAINING & PLACEMENT CELL

The training & placement cell is a separate unit which deals with placement and campus Interviews of our students. The cell is being headed by regular training & placement officer. The training and placement cell acting as interface between university and companies, has maintained symbiotic, vibrant and purposeful relationship with industries across the country. As A result, it has built up an impressive placement record both in terms of percentage of students placed as well as number on companies visiting the campus in attractive salary packages. The Department hosts companies on campus and ensures that every aspirant is assured of a bright Career of his/ her choice.

A spacious training placement cell, equipped with the state-of-art facilities seminar hall of 200 seating capacity for PPTs, 40 seating capacity air conditioned lounge, board rooms, smart Class room, internet lab, air conditioned committee room for group discussion and Examination halls have been made available by the university for conducting the campus Interviews for final year students and training programmes for the pre-final year students. Towards preparing them for campus recruitment programmes, University has computer lab for Online test accumulate 130 students in single shift. The training & placement cell has been fostering a very productive and mutually beneficial relationship with the industries toward generating the placement opportunities for our

students. Our students have the capacity to think beyond the boundaries of contemporary text books as they are nurtured in a quality research Environment. For these reasons several corporate have placed us among the top echelon of Institutes for the purpose of campus recruitment programmes.

#### **TEQIP CELL**

The faculty of the Engineering and Technology (FET) of the University has been granted Rs. 12.5 crores under TEQIP phase-II for scaling up postgraduate education and demand driven research & development and innovation under sub-component 1.2 for improving quality of education. Seven engineering departments (Biotechnology Engg, Chemical Engg, Civil Engg, Comp Sc. & Engg, Electrical Engg, Electronics & Comm, Engg and Mechanical Engg) were allowed to participate in the project under FET. The Executive council of the University was allowed to act as BOG for the faculty of the Engineering and Technology for this project. At Institutional level, the following officer/ officials are looking the project:

S No	Name & Designation	Status
1	Dr. Raj Kumar, Professor	Nodal Officer
2	Dr. Suresh Verma, Professor	Coordinator
3	Dr. B P Malik, Dean Academic Affairs	Nodal Officer Academic Activities
4	Sh. Balbir Singh, XEN	Nodal Officer Civil Works Including environment management
5	Dr. Raj Kumar, Professor	Nodal Officer (Procurement)
6	Controller of Finance	Nodal Officer (Financial Aspects, Equity Assurance plan)

#### Constitution of Action Plan Drawing-Up and Follow-Up Committee of TEQIP:

S No	Designation	Status
1	Hon'ble Vice Chancellor	Chairman
2	Registrar	Member
3	Nodal Officer (TEQIP	Member
4	Chairpersons participating Department	Member
5	Coordinator / Co-coordinator (TEQIP)	Member-Secretary

#### **Purchase committee for TEQIP-II**

S No	Designation	Status
1	Prof. Raj Kumar, Nodal Officer, TEQIP	Chairman
2	Chairman Indenting Department	Member
3	Deputy Registrar/Asstt. Registrar/Supdt. (S&P)	Member
4	Deputy Registrar/Asstt. Registrar/Supdt. (S&P)	Member
5	Deputy Registrar/Asstt. Registrar/Supdt. (S&P)	Member
6	Representative of Finance (not below the rank of A.O.)	Member
7	Coordinator/Co-coordinator	
8	Departmental Coordinator	Member-Secretary

#### UNIVERSITY OPEN TO ALL RACES, CLASSES, CASTES AND CREEDS

The University shall be open to all persons irrespective of sex, race, creed, caste or class; and no test or condition shall be imposed as to religion, belief or profession in admitting or appointing members, students, teachers, workers, or in any other connection whatsoever and no benefaction shall be accepted which in the opinion of the authorities of the University involves conditions or obligations opposed to the spirit and objectives of this provision.

Provided that nothing contained in this section shall be deemed to prevent the University from making any special provisions in respect of weaker sections of the society and in particular Scheduled Castes and Scheduled Tribes.

#### THE ROLE OF CHANCELLOR

- (1) The Governor of Haryana by virtue of his office shall be the Chancellor of the University. The Chancellor is the head of the University.
- (2) The Chancellor shall, if present, preside over the convocation of the University for conferring degrees and the meetings of the Court.
- (3) The Chancellor shall, in every case, give notice to the University of his intention to cause an inspection or inquiry to be made and on receipt of such notice, the University shall have the right to make such representation to the Chancellor as it may consider necessary.

- (4) Where any inspection or inquiry has been caused to be made by the Chancellor, the University shall be entitled to appoint a representative who shall have the right to be present and to be heard at such inspection or enquiry.
- (5) The Chancellor may, if the inspection or inquiry is made in respect of the University, address the Vice-Chancellor with reference to the result of such inspection or inquiry and the Vice-Chancellor shall communicate to the Executive Council, the views of the Chancellor and the action to be taken thereon as advised by the Chancellor.
- (6) Where the Executive Council does not, within a reasonable time, take action to the satisfaction of the Chancellor, the Chancellor may, after considering any explanation furnished or representation made by the Executive Council, issue such directions as he may think fit and the Executive Council shall comply with such directions.
- (7) Any employees of the University, who is aggrieved by the decision of the Executive Council or the Vice-Chancellor in respect of any disciplinary action taken against him, may address a memorial to the Chancellor in such manner as may he prescribed by Statutes and the decision of the Chancellor shall be final.

#### THE ROLE OF VICE-CHANCELLOR

- 1. The Government shall constitute a Selection Committee consisting of one nominee of the Chancellor and two nominees of the Executive Council which shall prepare a panel of at least three names, in alphabetical order, from which the Chancellor shall appoint the Vice-Chancellor, on the advice of the Government. The terms and conditions of service of the Vice-Chancellor shall be determined by the Chancellor, on the advice of the Government.
- 2. The Vice-Chancellor shall hold office for a period of three years which may be renewed for not more than one term:
- 3. The Chancellor may, on the advice of the Government, cause an inquiry to be held in accordance with the principles of natural justice, and remove the Vice-Chancellor from office, if he is found on such inquiry, to be a person patently unfit to be continued in such office.
- 4. The Vice-Chancellor shall be the principal executive and academic officer of the University and shall exercise general supervision and control over the affairs of the University and give effect to the decisions of all the authorities of the University.
- 5. The Vice-Chancellor may, if he is of the opinion that immediate action is necessary on any matter, exercise any power conferred on any authority of the University by or under this Act, except in the matters involving creation or abolition of a faculty, department or post, the matter involving appointment or removal of an employee:

#### REGISTRAR

The Registrar shall be appointed by the Chancellor on the advice of the Government.

- The Registrar shall be the Chief Administrative Officer of the University. He shall work directly under the superintendence, direction and control of the Vice-Chancellor.
- The Registrar shall be the authorized officer to enter into agreements, sign documents and authenticate records on behalf of the University and shall act in such capacity when the appropriate authority has taken a decision in the matter. The Registrar shall also exercise such other powers and perform such other duties as may be prescribed by the Statutes.

#### **AUTHORITIES**

The following shall be the authorities of the University, namely:-

- 1. the Court:
- **2.** the Executive Council;
- **3.** the Academic Council;
- **4.** the Finance Committee;
- **5.** the Faculties:
- **6.** the Planning Board; and
- **7.** such other authorities as may be declared by the Statutes to be the authorities of the University.

#### **COURT**

#### **Function of Court**

Subject to the provisions of University Act, the Court shall have the following powers and functions, namely:-

- ➤ to review, from time to time, the broad policies and programmes of the University and to suggest measures for the improvement and development of the University;
- ➤ to consider and pass resolution on the annual report, annual budget and the annual accounts of the University and the audit report of such accounts;
- ➤ to advise the Chancellor in respect of any matter which may be referred to it for advice; and

#### **Court and its constitution**

The Court shall consist of the following members, namely:-

S No	Designation	Status
1	Chancellor	Ex-officio members
2	Vice-Chancellor;	Ex-officio members
3	Secretary to Government, Haryana, Finance Department, or a nominee not below the rank of Joint Secretary	Ex-officio members
4	the Secretary to Government, Haryana, Technical Education Department or a nominee not below the rank of Joint Secretary/ Additional Director	Ex-officio members
5	Legal Remembrance, Haryana, or his nominee not blow the rank of Deputy Legal Remembrance;	Ex-officio members
6	Director, Technical Education Department, Haryana, or a nominee not below the rank of the Joint Director	Ex-officio members
7	Deans of Faculties	Ex-officio members
8	Controller of Examinations	Ex-officio members
9	Professors of the University not exceeding five, on the basis of seniority by rotation	Member
10	four teachers from amongst the Associate Professor and Assistant Professor of the University of whom at least two shall be Associate Professor on the basis of seniority by rotation	Member
11	five eminent academicians and representatives from industry, commerce, engineering etc., to be nominated by the Chancellor on the recommendations of the Vice-Chancellor	Member
12	Librarian	Member
13	Law Officer	Member
14	Registrar	Member-Secretary

#### **EXECUTIVE COUNCIL**

The Executive Council is principle executive body of the University. The Executive Council shall exercise the following powers.

#### **Functions:**

- 1. to hold, control and administer the revenue, property and funds of the University;
- 2. to create teaching and academic posts, to determine the number and emoluments of such posts and to define the duties and conditions of service of professors, readers, lecturers and other academic staff and Deans of institutions;

Provided further that in respect of the numbers, qualifications and the emoluments of teachers and academic staff, the Executive. Council shall take action after considering the recommendations of the Academic Council and the Finance Committee:

Provided further that in respect of qualification of teachers and academic staff, the Executive Council shall take action after considering the recommendation of Academic Council and also the laid down by the University Grant Commission and other concerned statutory bodies;

- 3. to appoint professors, readers, lecturers, other academic staff and Deans of institutions, on the recommendations of selection committees constituted for the purpose and to fill up temporary vacancies therein;
- 4. to create administrative, ministerial and other posts and make appointments thereto, in the manner prescribed by the statutes;
- 5. to manage and regulate the finances, accounts, investments, property, business and all other administrative affairs of the University and for that purpose to appoint such agents as it may think fit;
- 6. to invest any money belonging to the University including any unapplied income in such stocks, funds, shares or securities as it shall, from time to time think fit or in the purchases of immovable property in India with the like powers of varying such investments from time to time:
- 7. to transfer or accept transfer of any movable and immovable property on behalf of the University;
- 8. to provide buildings, premises, furniture and apparatus and other means needed for carrying on the work of the University;
- 9. to select a common seal for the University;
- 10. to delegate any of its powers to the Vice-Chancellor, the Registrar or such other employee or authority of the University or to a committee appointed by it, as it may deem fit;
- 11. to enter into, vary, carry out, or cancel contracts on behalf of the University;
- 12. to make, amend or repeal the Statutes;
- 13. to make decisions regarding maintenance of discipline among students;
- 14. to exercise such other powers and perform such other duties as may be conferred or assigned to the Executive Council by the Act, the Statutes, or the Ordinances;

15. to exercise all powers of the University not otherwise provided for by the Act, the Statutes, the Ordinances.

#### **Executive Council and its Constitution**

The Executive Council shall consist of the following persons, namely:-

- I. Ex-officio members
  - (a) the Vice-Chancellor;
  - (ii) the Secretary to Government, Haryana, Finance Department or a nominee not below the rank of Joint Secretary;
  - (iii) the Secretary to Government, Haryana, Technical Education Department or a nominee not below the rank of Joint Secretary/ Additional Director;
  - (iv) Director, Technical Education Department Haryana or a nominee not below the rank of Joint Director.

#### II. Other Members:-

- (a) three Deans of Faculties to be nominated by the Vice-Chancellor, by rotation in accordance with the procedure laid down by the University;
- (b) two Professors (other than Deans of the Faculties) by rotation on the basis of seniority;
- (c) six persons to be nominated by the Chancellor on the recommendation of the Vice-Chancellor from amongst distinguished professionals and eminent persons from the Industry/ Chambers of Commerce/ Technical Universities/ Indian Institute to Technology/ Indian institute of Management/ All India Council for Technical Education, etc.;
- (d) Law Officer.
- III (i) the Registrar shall be the ex-officio Secretary of the Executive Council;
  - (ii) two-fifth of members shall form the quorum; and
  - (iii) the members of the Executive Council, other than ex-officio members, shall hold office for a term of two years.

## **Members of the Executive Council**

1.	Prof. Tankeshwar Kumar	Chairman
	Vice Chancellor	
	Deenbandhu Chhotu Ram University of Science and Technology	
	Murthal (Sonepat)	
2.	Sh. P. Raghavendra Rao, IAS	Member
	Additional Chief Secretary to Govt. of Haryana	
	Finance Department, Haryana Civil Secretariat, Chandigarh	
3.	Sh. Anil Malik, IAS	Member
	Principal Secretary to Govt. of Haryana	
	Technical Education Department, New Secretariat, Chandigarh	
4.	Sh. Saket Kumar, IAS	Member
	Director-General	
	Technical Education Department, Haryana	
	Sector – 4, Bays 7-12, Panchkula	
5.	Dr. R. K. Chauhan, Vice Chancellor	Member
	Lingaya's University, Nachauli, Faridabad	
6.	Prof. R. C. Kuhad, Vice Chancellor	Member
	Central University, Mahendergarh	
7.	Sh. Arun Aggarwal, President	Member
	The Sonepat Hindu Educational and Charitable Society	
	Hindu Vidyapeeth, Kath Mandi, Sonepat	
8.	Prof. D.P. Tiwari	Member
	Dean, Faculty of Non-Conventional Sources of Energy &	
	Environmental Science, Deenbandhu Chhotu Ram University of	
	Science and Technology, Murthal (Sonepat)	
9.	Prof. (Mrs.) Chitrarekha Kabre	Member
	Dean, Faculty of Architecture, Urban & Rural Planning	
	Deenbandhu Chhotu Ram University of Science and Technology	
	Murthal (Sonepat)	
10.	Prof. (Mrs.) Sujata Rana	Member
	Dean, Faculty of Management Studies	
	Deenbandhu Chhotu Ram University of Science and Technology	
	Murthal (Sonepat)	
11.	Dr. (Mrs.) Pratibha Chaudhary, Professor,	Member
	Department of Chemistry	
	Deenbandhu Chhotu Ram University of Science and Technology	
	Murthal (Sonepat)	
12.	Dr. R. C. Nautiyal, Professor, Department of Mathematics	Member
	Deenbandhu Chhotu Ram University of Science and Technology	
	Murthal (Sonepat)	
13.	Sh. K P Singh, Registrar	Secretary
	Deenbandhu Chhotu Ram University of Science and Technology	
	Murthal (Sonepat)	

#### ACADEMIC COUNCIL

#### **Functions:**

The Academic Council shall exercise the following powers, namely:-

- (a) to exercise general supervision over the academic policies of the University and to give directions regarding methods of instruction, co-operative teaching among institutions, evaluation of research or improvements in academic standards.
- (b) to consider matters of general academic interest either on its own initiative or on a reference by the Chancellor, the Vice-Chancellor, the Executive Council or a faculty and to take appropriate action thereon;
- (c) to recommend to the Executive Council, the creation and abolition of teaching posts;
- (d) to prescribe syllabi and courses of study for various examinations on the recommendations of the faculties;
- (e) to frame such regulations consistent with the Statues and Ordinances regarding the academic functions of the University, discipline, residence, admissions, awards of fellowships, studentships, scholarships, medals and prizes, fee concessions, corporate life and attendance; and
- (f) to exercise such other powers and perform such other duties as may be conferred or assigned to the Academic Council by the Act, the Statutes or the Ordinances.

All decisions of the Academic Council concerning syllabi, courses of studies and conducting of examinations so for as they are not provided for by the Statutes and Ordinances shall be final.

#### **Academic Council and its constitution**

The Academic Council shall consist of the following persons, namely:-

S No	Designation	Status
1	Vice-Chancellor;	Ex-officio members
2	Director, Technical Education Department, Haryana, or	Ex-officio members
	a nominee not below the rank of the Joint Director	
3	Deans of Faculties	Ex-officio members
4	Controller of Examinations	Ex-officio members
5	Controller of Finance	Ex-officio members
6	Librarian	Ex-officio members
7	One professor appointed by the University from each	Member
	faculty, by rotation on the basis of seniority	

8	One University Associate Professor from each faculty,	Member
	by rotation on the basis of seniority	
9	One Assistant Professor from each faculty, by rotation	Member
	on the basis of seniority	
10	Four eminent educationists to be nominated by the Vice-	
	Chancellor from outside the University	
11	Four persons from public sector industries of the Central	Member
	and State Governments, in the State having proficiency	
	in matters relating to industry and research, to be	
	nominated by the Chancellor on the recommendation of	
	the Vice-Chancellor	
12	Registrar	Member-Secretary

- Two-fifth of the member shall form the quorum.
- the member of the Academic Council, other than Ex-officio members, shall hold office for a term of two years.
- The method of election shall be by simple majority voting by ballot and the elections shall be conducted in accordance with the rules framed by the Vice-Chancellor.

#### FINANCE COMMITTEE

#### **Functions of Finance Committee**

- 1. The Finance Committee shall examine the accounts and scrutinize the proposals for expenditure and shall submit the annual budget to the Executive Council for approval. No expenditure in the budget shall be incurred by the University without the prior approval of the Finance Committee which shall fix limits for the total recurring and non-recurring expenditure for the year based on the resources and the income of the University. No expenditure shall be incurred by the University in excess of the limits so fixed.
- 2. It shall examine and recommend the Executive Council the creation of teaching and other posts.
- 3. The annual accounts and the official estimates of the University shall be laid before the Finance Committee for its consideration and comments thereon and thereafter submitted to the Executive Council for approval.

#### **Composition of Finance Committee**

The Finance Committee shall consist of the following persons, namely:-

S No	Designation	Status
1	Vice-Chancellor;	Ex-officio members
		(Chairperson)
2	the Secretary to Government, Haryana, Technical	Ex-officio members
	Education Department or a nominee not below the rank	
	of Joint Secretary	
3	the Secretary to Government, Haryana, Finance	Ex-officio members
	Department or a nominee not below the rank of Joint	
	Secretary/Additional Director	
4	the Director, Technical Education Department, Haryana	Ex-officio members
	or a nominee not below the rank of Joint	
	Director/Accounts Officer	
5	Two outside members having expertise in finance to be	Members
	nominated by the Chancellor on the recommendation of	
	the Vice-Chancellor	
6	Two Deans of Faculties to be nominated by the Vice-	Members
	Chancellor	
12	Registrar	Member-Secretary

- Nominated members or the Finance Committee shall hold office for a term of two years.
- Three members, out of whom at least one member shall be a Government nominee, shall form the quorum.

#### PLANNING BOARD

#### **Constitution and function of Planning Board**

- (1) The Planning Board shall consist of-
  - (a) the Vice-Chancellor;
  - (b) the Secretary to Government, Haryana Finance Department or nominee not below the rank of Joint Secretary/Special Secretary;
  - (c) the Secretary to Government, Haryana, Technical Education Department not below the rank of Joint Secretary/Additional Director;
  - (d) Director, Technical Education Department, Haryana or a nominee not below the rank of Joint Director;
  - (e) the Controller of Finance;

- (f) not more than seven persons of high standing in education and industry who shall be appointed by the Chancellor on the recommendation of the Vice-Chancellor for a term of two year which may include the following-
  - (i) nominee of All India Council for Technical Education;
  - (ii) Director of one of the Indian Institute of Technology;
  - (iii) Director of one of the Indian Institute of Management;
  - (iv) Director of one of the Technical University of India;
  - (v) nominee of the University Grant Commission;
  - (vi) five person of high standing in Education and industry;
  - (vii) the Registrar shall be the Member-Secretary of the Board
- (2) The recommendations of the Board shall be implemented after they are approved by appropriate authorities of the University.
- (3) It shall advise the planning and development of the University particularly in respect of the standard of education and research in the University.

#### **FACULTIES**

University has the following six faculties-

- (i) Faculty of Science and Technology Interface;
- (ii) Faculty of Management Studies;
- (iii) Faculty of Information Technology and Computer Science;
- (iv) Faculty of Engineering and Technology;
- (v) Faculty of Architecture, Urban and Town Planning;
- (vi) Faculty of Non-Conventional Sources of Energy and Environment science;
  - ➤ There shall be a Dean of each Faculty who shall be appointed by the Vice-Chancellor amongst the professors in the various Departments comprising the Faculty.
  - ➤ The Dean shall be responsible for the co-ordination of teaching therein and the execution of the decisions of the Faculty.

➤ He shall have the right to be present and to take part in discussion at any meeting of any committee of the Faculty.

#### **Constitution of Faculties**

Each Faculty shall consist of-

- (i) Dean of the Faculty (Chairperson);
- (ii) Chairperson of the Departments included in that Faculty;
- (iii) One professor from each Department on the basis of seniority by rotation;
- (iv) One Associate Professor and one Assistant Professor from each Department included in the Faculty by rotation according to seniority:
- (v) The Registrar shall be the Secretary of every Faculty
  - Members nominated shall hold office for two years:
  - > Two-fifths of the members in each Faculty shall form the quorum.

#### **Duties of Faculties**

- (a) to co-ordinate teaching and research work of the University in the Departments assigned to the Faculty;
- (b) to recommend to the Academic Council, the courses of studies and syllabi for the different examinations after necessary reports from the Board of Studies;
- (c) to receive report from the Departments for the creation and abolition of posts and to forward them to the Academic Council with such recommendations as it may consider reasonable:
- (d) to discuss and suggest to the Academic Council schemes for the advancement of standards of teaching and examinations; and
- (e) to deal with any other matter that may be referred to it by the Academic Council, the Vice Chancellor or the Dean of the Faculty.

#### **Chairpersons of Departments**

Each Teaching Department is governed by a Chairperson, appointed by the Vice-Chancellor for a period of three years by rotation:

#### **Assignments of Departments of Studies to faculties**

The Departments of Studies shall be assigned to various Faculties by the Academic Council on the recommendation of the Vice-Chancellor.

#### **Boards of studies**

Every Department included in Faculty shall have two Boards of Studies, one for undergraduate studies and the other for post-graduate studies and research.

#### **Constitution (UG Board)**

- i. Dean of the institution;
- ii. the Chairperson of Departments;
- iii. one professor appointed or recognized by the University in the Department, to be nominated by the Vice-Chancellor by rotation, according to seniority:
- iv. one Associate Professor and one Assistant
- v. two outside experts to be nominated by the Vice-Chancellor on the recommendation of the Chairman of the Department (Atleast one from the industry):

#### **Constitution (PG Board)**

- Dean of the institution;
- the Chairperson of Departments;
- all the professors appointed or recognized by the University in the Department;
- two Associate Professor and two Assistant Professor appointed or recognized by the University in the Department, to be nominated by the Vice-Chancellor, by rotation, according to seniority;
- two outside experts to be nominated by the Vice-Chancellor on the recommendation of the Chairman of the Department (Atleast one from the industry)

#### **Functions**

- (a) The Board of under-graduate studies shall recommend to the Academic Council, through the Faculty concerned, courses and syllabi of studies and text books for the various subjects for under-graduate courses and the Board of post-graduate studies shall make such recommendations in respect of the courses for post-graduate classes and research degree.
- (b) The Board of studies shall also make recommendations to the Academic Council, regarding the appointments of paper-setters and examiners for the under-graduate or the post-graduate courses, as the case may be.
- (c) The Board of studies shall deal with any other matter that may be referred to them by the Faculty. The Chairperson of the Department shall be the Chairperson of

the Board. Members, other than ex-officio members, shall hold office for a period of two years:

#### **Appointments**

All appointments to teaching posts shall be made by the Executive Council on the recommendations of the Selection Committees.

#### **Senior Staff Selection Committees**

- (1) A Selection Committee for the appointment of any Professor, Associate Professor and assistant Professor shall consist of:-
  - (i) the Vice-Chancellor;
  - (ii) Dean of institution;
  - (iii) Dean of the Faculty;
  - (iv) The Chairperson of the Department concerned, if he is a professor;
  - (v) Governor (Chancellor) Nominee
  - (vi) Three person in the case of professor and two person in the case of Associate Professor and Assistant Professor, not connected with the University, nominated by the Vice-Chancellor from a panel of names, drawn up by the Academic Council, on the basis of their special knowledge of, or interest in the subject with which the professor, Associate Professor and Assistant Professor shall be Concerned.

#### **Role of Committee**

- (2) The Vice-Chancellor shall preside over at the meeting of a Selection Committee and the Registrar shall act as its Secretary. The meeting of a Selection Committee shall be convened by, or under the directions of the Vice-Chancellor.
- (3) The Selection Committee shall consider and submit to the Executive Council recommendations as to the appointment referred to it.

#### **Establishment Committee**

#### Constitution

- (i) the Vice-Chancellor;
- (ii) one Dean of institutions to be nominated by the Vice-Chancellor;
- (iii) two member of the Executive Council nominated by the Vice-Chancellor;
- (iv) the Controller of Finance;
- (v) the Registrar;
- (vi) Expert(s) nominated by the Vice-Chancellor, whenever deemed necessary:

#### **Role of Committee**

- The Vice-Chancellor shall preside over at meeting of the Establishment Committee and the Registrar shall be the Member-Secretary of the Committee.
- The Committee shall have the power to recommend to the Executive Council for appointments of non-teaching posts.

#### CONTROLLER OF FINANCE

- the ex-officio Secretary of the Finance Committee
- exercise general supervision over the funds of the University and shall advise the University as regard its financial policies
- ensure that the limits fixed by the Finance Committee for recurring and non-recurring expenditure for a year are not exceeded and that all moneys are expended on the purpose for which they are granted or allotted;
- be responsible for the preparation of annual accounts and the budget of the University and for their presentation to the Executive Council;
- ensure that registers of buildings, land, furniture and equipment are maintained up-to-date and that stock checking of equipment and other connected material in all offices, special centers, specialized laboratories, and institutions maintained by the University is conducted;

## DEAN OF INSTITUTION, DEAN ACADEMIC AFFAIRS, PROCTOR, CHIEF WARDEN AND DEAN OF STUDENT'S WELFARE

The Dean of institution, the Dean Academic Affairs, the Proctor, the Chief Warden and the Dean of Students' Welfare, shall be appointed by the Executive Council, on the recommendations of the Vice-Chancellor from amongst the teachers of the University who shall not be below the rank of Professor on such terms and conditions as the Vice Chancellor may recommend to the Executive Council.

#### CONTROLLER OF EXAMINATIONS

- to conduct examinations in a disciplined and efficient manner;
- to arrange for the setting of papers with strict regard to secrecy;
- to arrange for the evaluation of answer sheets in accordance with the planned time schedule for results;
- to constantly review the system of examinations in order to enhance the level of impartiality and objectivity with a view to making it a better instrument for assessing the attainments of students; to do any other matter connected with the system of examinations which may, from time to time, be assigned to him by the Vice-Chancellor.

#### LIBRARY COMMITTEE

#### Constitution

S. No.	Designation	Status
1	Vice Chancellor	Chairman
2	Registrar	Member
3	All Deans of Faculties	Member
4	Chairpersons of Departments	Member
5	One Principal of affiliated colleges	Nominated by the Vice Chancellor
6	Two Research Scholars	Nominated by the Vice Chancellor
7	Librarian	Member Secretary

- The nominated members of the committee shall hold office for two years.
- Two fifth of the members shall form the quorum

#### **Role of Library Committee:**

- a. To frame rules for the arrangement of the Library, subject to the approval of the Academic Council
- b. arrange for the stock taking of the Library
- c. To prepare an annual report on the working of the library for submission to the Academic Council by the end of the December every year,
- d. Prepare the annual budget estimates of the Library for submission to the authorities concerned;
- e. Allocate annual grants for purchase of books and periodicals (both recurring and non-recurring) among the subjects of study and research in the University.

#### DELEGATION OF ADMINISTRATIVE AND FINANCIAL POWERS

- ➤ The officers, teachers and other employees of the University may exercise, subject to the control of the Vice-Chancellor and the superior officers concerned such administrative and financial powers, as the Executive Council may delegate through Ordinances, Rules, Regulations or by resolutions adopted by it.
- ➤ The Vice-Chancellor or the Registrar, with the approval of the Vice-Chancellor, may delegate to an officer, teacher or any other employee of the University such power as he considers necessary which have been vested in them by the Statutes, Ordinances and Regulations.

#### **ANNUAL REPORT**

The annual report of the University giving details of broad programmes, policies and finances, amendments of Statutes and Ordinances made during the year under report, is prepared under the directions of the Executive Council and is submitted to the Court on

or after such date as may be prescribed by the Statutes and the Court considers the report at its annual meeting.

#### PRIMARY ACCOUNTABILITIES

- 1. Faculty of Engineering & Technology is a faculty of Deenbandhu Chhotu Ram University of Science and Technology, Murthal (Haryana). The University has evolved a Vision and Mission, which is applicable to all the faculties of the University. The vision and mission of the University is published in the website.
- 2. The University has a Planning Board to prepare strategic plan for the University.
- 3. The annual budget is presented and approved in the meeting of the University Court. It forms part of the minutes of the meeting. The annual budget is also circulated in a book.
- 4. The local auditors and AG's auditors ensure that funds provided by funding bodies are used in accordance with the terms and conditions specified in any funding agreements /contracts /memorandum. Audited statements of accounts are sent to funding agencies.
- 5. Annual Budgets are approved by the Finance committee, Executive Council and Court of the University after detailed discussion.
- 6. Human resource requirements of the University are scrutinized and approved by the Executive Council.
- 7. The University has a benchmarking process on the basis of rankings of the incoming students. At the end of admission year, this data is shared with the members of Executive Council for deliberations.
- 8. The Institution has an internal quality assurance mechanism to monitor/maintain quality in its processes.

## OPENNESS AND TRANSPARENCY IN THE OPERATION OF THE GOVERNING BODIES

- The governance is totally transparent. The faculty/staff are also being involved in the decision making process. There are several committees (both statutory and non-statutory) for maintaining effective and efficient governance of the institution.
- The university has proper system of financial management. Regular audits are being conducted by both internal and external auditors.
- The meeting of Executive council is conducted in an open manner. Deans of three Faculties and two professors are the members of Executive Council. The minutes of the meetings are also published in the university website (www.dcrustm.org)

- The sharing of relevant information with departments and faculty happens through meetings held with all deans of faculty twice a month and with the chairpersons of department once in a month. The information is also shared through E- mail.
- The departments have total academic autonomy. Each department has a strategic plan for their governance & development.
- The Annual Report of the University (including Faculty of Engineering & Technology) is discussed in the Academic Council & Executive council and is published in the university website.

#### Leadership

- i. Democratic functioning, defined role and responsibilities, decentralization of responsibilities, Proper financial management & Academic Autonomy are some of the other motivational initiatives.
- ii. Senior faculty members are made heads of various Academic/Administrative committees in the capacity of a Chairperson of such committee.
- iii. The faculty/staff recruitments are made in fair and transparent manner by senior staff selection committee and Establishment Committee. The recommendations of these committees are placed before Executive Council for approval.
- iv. Effective system of Annual Self-Appraisal by Teaching and Non-Teaching Staff and its review.
- v. A proper system of financial management and control by way of both internal and external audits is in place. The budget proposed by all chairpersons and branch officers is compiled by the Controller of Finance and is placed before Statutory Bodies.
- vi. Digitization of records, focus on e-governance, Online Admission process.

#### Following Rules, Regulations and Transparency in Actions:-

- The university completely adheres of the guidelines for implementing of Academic Autonomy. The Credits System, Curriculum Framework, Assessment, Grading, Innovations are in line with the guidelines relevant to the current day needs.
- The scheme, syllabus, rules and regulations pertaining to teaching learning and evaluation, grading system along with academic calendar of events are made available on the university website.

#### Initiatives for Faculty, staff Recruitment and Retention:-

• Recruitment of faculty and staff are being made through Executive Council and Establishment Committee. The retention rate of faculty and staff is high. This

may be attributed to the academic ambience in the campus, opportunities for higher learning, Research and innovation, policies and procedures and various other staff welfare measures in place.

#### **Decentralization and Delegation of Powers and Responsibilities**

- The university maintains highest level of probity in its affairs.
- ➤ Major Academic/Administrative decisions are being addressed by the Executive Council and Academic Council.
- ➤ Independent functioning of senior administrators of the university Deans, Chairperson, Controller of Examinations, Controller of Finance, Librarian
- ➤ Delegation of financial powers to Registrar, Deans, Chairpersons of the Departments as per University Accounts Code.

#### **Best Practices**

- The Executive Council meets regularly. The members of the Executive Council make active contributions for academic growth and development. The Executive Council members directly participate in various activities of the university and spend quality time to encourage the faculty, staff and students. The Executive Council adopts transparent governance mechanism.
- The Executive Council monitors the implementation of strategic plan, both shorts terms goals and long term goals through periodical reviews.
- The university publishes Academic Calendar for each session, publishes the examination schedule on university examination website (www.dcrust.in). Full transparency in all the processes right from the announcement of the examination up till the declaration of the results is maintained; proper monitoring of the conduct of examinations is in place for both Continuous Internal Evaluation and End Semester Examination.

#### **KEY ATTRIBUTES OF GOVERNING BODIES**

- The role & responsibilities of Chancellor, Vice Chancellor, Registrar and other officers are clearly mentioned in the University Act.
- The nomination/appointment of members of the Executive Council and its Chairman are as prescribed in the Statutes of the university. The size of the Executive Council is such that it is able to carry out its primary accountabilities effectively and efficiently.
- o Nominations are decided by the University Chancellor, Vice Chancellor based upon the merit and competencies in a transparent manner.
- o The institution is free from direct political interference.
- All recruitment processes as per UGC guidelines adopted by Government of Haryana for teaching post.

- The process for appointment of suitable staff is of critical importance to the future
  of an academic institution. The institution adopts a fair recruitment process.
  Detailed staff requirement analysis, effective advertisement, fair and transparent
  assessment of candidates form part of this effective process. A duly constituted
  Executive Council is in-charge of the process.
- Governing Bodies meets regularly at least four times in a year in order to discharge their duties effectively. Members of the Governing Body attend meetings regularly and participate actively.
- o Governing bodies and individual governors, exercise their responsibilities in the interests of the institution as a whole, and not as representatives of any constituency, company or organization.

#### EFFECTIVENESS AND PERFORMANCE REVIEW OF GOVERNING BODIES

- The tenure of each internal member and outside experts of Governing Body (Executive Council) is two years. The members are replaced regularly after completing of their tenure. New members of EC are being introduced with vision, mission and strategic plan of University.
- Effectiveness is measured against both an institution's statement of primary accountabilities and its compliance with these guidelines. Structures and processes are revised accordingly, as part of the Executive Council's ongoing regular review processes.

#### REGULATORY COMPLIANCE

- The EC makes the decisions as per the Act of the University, notifications issued by the Government time to time.
- EC has full authority to take decisions on matters of fundamental concern to the University.
- o AICTE approval is being taken for all Engineering courses.
- o UGC regulations are followed.
- o Various types of fee/dues charged from the students are reviewed every year.
- o Every year mandatory disclosure is sent to AICTE and published on website.
- o Admissions are as per the University Rules and Regulations.
- University has applied to NBA for the accreditation of UG programmes (Civil Engg.).
- o Already applied for all eligible 5 PG programmes for NBA accreditation.
- Already re-applied for all 7 UG programmes for NBA accreditation. NBA team visited for two UG & three PG programme in October, 2016.
- Visit of a team for NAAC accreditation is scheduled in the month of February, 2016.