

The Gandhigram Rural Institute

(deemed university)

Gandhigram - 624 302

Dindigul District

Tamil Nadu



Bye-laws & Rules

10747 A2 76

CERTIFICATE OF REGISTRATION OF SOCIETIES

ACT XXI 1860

S No. 20 of 1976

I hereby certify that the Gandhigram Rural Institute has this day been registered under the Societies Registration Act XXI of 1860.

Given under my hand at Dindigul this Twenty ninth day of July one thousand nine hundred and seventy six.

sd.,

Registrar of Assurances

29.7.1976.

No. F. 9-1 /76-U. 3

Government of India,

Ministry of Education and Social Welfare

(Department of Education)

New Delhi, the 3rd August, 1976

NOTIFICATION

In exercise of the powers conferred by Section 3 of the University Grants Commission Act, 1956 (3 of 1956), the Central Government, on the advice of the Commission, hereby declare that the Gandhigram Rural Institute, Gandhigram, shall be deemed to be a University for the purpose of the aforesaid Act.

Sd-

(Anil Bordia)

Joint Secretary to the Government of India

The Gandhigram Rural Institute

(Deemed University)

Rules approved by the Ministry

1. Faculties of the Institute
2. Appointment of the Vice – Chancellor Rules relating to appointment
3. Procedure to be followed by the Selection Committee
4. Fees-Tuition Fees and other Special Fees
5. Legal Adviser
6. Registered Graduates Constituency
7. Election to the Authorities of the Institute
8. Registrar - Powers and duties

9. Students' Aid Fund
10. Meeting of the Academic Council
11. Institution and Award Medals and Prizes

No. F. 9-8/77-U.3

Government of India

Ministry of Education & S.W.

(Department of Education)

New Delhi, the 12 June, 1979

To

The Registrar

Gandhigram Rural Institute

Gandhigram – 624 302

Madurai District

Tamil Nadu

Sub : Gandhigram Rural Institute – Amendment to
Rules – Approval of

Sir,

In continuation of this Ministry's letter of even number dated 3.1.79 on the subject mentioned above. I am directed to convey the approval of the Government of India to the following draft rules of the Institute sent with their letter No. (I) 1210/SEN/IV/78-79-4683 dated 17.2.79 (2) 1210/SEN /IV/78-79-4483 dated 7.2.79 and (3) 1210/SEN/IV/78-79/4684 dated 17-2-79.

- 1) Faculties of the Institute
- 2) Appointment of Vice-Chancellor
- 3) Selection Committee.

2. xx xx xx xx

Yours faithfully

Sd/-Miss H.K. Singh

Assistant Educational Adviser

/True Copy/

No. F. 9-8/77-U.3

Government of India

Ministry of Education & Social Welfare

(Department of Education)

New Delhi,

7th September, 1979

To

The Registrar

Gandhigram Rural Institute

Gandhigram (Tamil Nadu).

Sub : Gandhigram Rural Institute – Amendment to Rules
– Approval of

Sir,

In continuation of this Ministry's letter of even no. dated 12.6.79 on the subject mentioned above. I am directed to convey the approval of the Government of India to the following draft rules / amendments of the existing rules of the Institute sent under their letters referred against each:-

- i) xx
- ii) xx
- iii) Procedure to be followed by the Selection Committee – Amendment to Rules
- iv) xx
- v) xx
- vi) xx
- vii) xx
- viii) xx
- ix) Faculties of the Institute – Amendment to Rules

Yours faithfully

Sd/-C.R. Pillai

Under Secretary

/True Copy/

No. F. 9-8/77-U.3

Government of India

Ministry of Education & Social Welfare

(Department of Education)

New Delhi,

the 7th September, 79

To

The Registrar

Gandhigram Rural Institute

Gandhigram (Tamil Nadu).

Sub : Gandhigram Rural Institute – Amendment to Rules
– Approval of

Sir,

In continuation of this Ministry's letter of even no. dated 12.6.79 on the subject mentioned above. I am directed to convey the approval of the Government of India to the following draft rules / amendments of the existing rules of the Institute sent under their letters referred against each:-

i) xx

- ii) Fees – Tuition and other Special fees
- iii) xx
- iv) xx
- v) Legal Adviser
- vi) Registered Graduate Constituency
- vii) Election to authorities of the
Institute – Amendment to Rules
- viii) xx
- ix) xx

Yours faithfully

Sd/-C.R. Pillai

Under Secretary.

/True Copy/

No.F.9-8/77-U.3

Government of ,India

Ministry of Education & S.W.

(Department of Education)

New Delhi, the 3rd

August 1979

To

The Registrar,

Gandhigram Rural Institute,

Gandhigram - 624302.

Sub: Gandhigram Rural Institute, Gandhigram -Amendment to
Rules -Approval regarding.

Sir,

In continuation of this Ministry's letter of even number dated 4.12.1978 on the subject mentioned above, I am directed to convey the approval of the Government of India to the following draft Rules of the Institute sent with this letter No. 593-9/SEN/77/360 dated 13.2.1978

- i) Registrar -Powers and Duties,
- ii) Students' Aid Fund,
- iii) Meeting of the Academic Council,
- iv) Institution and Award of Medals and Prizes.

Yours faithfully,

Sd/....

(C. R. PILLAI)

UNDER SECRETARY.

/true copy/

Faculties

Rules

The following shall be the faculties of the institute:

1. Faculty of Tamil, Indian Languages and Rural Arts,
2. Faculty of English and Foreign Languages,
3. Faculty of Rural Social Sciences,
4. Faculty of Rural Oriented Sciences,
5. Faculty of Rural Health and Sanitation,
6. Faculty of Agriculture and Animal Husbandry

The following shall be the Faculties of the Institute :-

Faculty of Tamil, Indian Languages and Rural Arts, Faculty of English and Foreign Languages, Faculty of Rural Social Sciences, Faculty of Rural Oriented Sciences, Faculty of Rural Health and Sanitation, Faculty of Agriculture and Animal Husbandry.

The Faculty of Tamil, Indian Languages and Rural Arts shall comprise the following departments of teaching:

Tamil, Malayalam, Hindi and Fine Arts and such other Indian Language Departments as may be instituted in future.

The Faculty of English and Foreign Languages shall comprise the Department of English and such other Foreign Language Departments as may be instituted in future.

The Faculty of Rural Social Sciences shall comprise of the following departments of teaching:

Politics and Public Administration, Economics, Cooperation, Village Industries and Management and Sociology and such other Social Science Departments as may be instituted in future.

The Faculty of Rural Oriented Sciences shall comprise the following departments of teaching:

Chemistry, Physics, Mathematics, Biology and Home Science and such other Science Departments as may be instituted in future.

The Faculty of Agriculture and Animal Husbandry shall comprise the following Departments of teaching:

Agronomy, Horticulture, Animal Husbandry, Agricultural Extension and Agricultural Engineering.

The Faculty of Rural Health and Sanitation shall comprise the following Departments of teaching:

Biological Science, Personal Health and Nutrition; Communicable diseases and Environmental Sanitation; Health Education and Public Health Administration; and, Family Planning and Social Sciences.

Each Faculty shall comprise the following:

The Dean of the Faculty.

All Professors in the Departments of the Faculty. If there is no Professor in any Department the Head of the Department concerned.

Two persons nominated from the Faculty by the Academic Council.

One person not in the service of the Institute for each subject assigned to the Faculty for his special knowledge in that subject coopted by the Faculty.

Appointment of Dean

The Dean of each Faculty shall be appointed by the Syndicate from among the Professors or Heads of Departments in the Faculty for a period of three years and he shall be eligible for reappointment provided that the Dean, on attaining the age of 60, shall cease to hold office as such.

Provided further that, if at anytime, there is no Professor or Head of the Department in a Faculty, the Vice-chancellor shall authorize one of the members in the Faculty to exercise the powers of the Dean of the Faculty.

When the office of the Dean is vacant or when the Dean is, by reason of illness, absence of any other cause, unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

The Dean shall be the Head of the Faculty and shall be responsible for the conduct and maintenance of the standards of teaching and research in the Faculty. The Dean shall have such other functions as may be prescribed by the bye-laws.

The Dean shall have the right to present and to speak at any meeting of the Boards of Studies or Committees of the Faculty, as the case may be, but shall not have the right to vote thereat unless he is a member thereof.

Meetings of a Faculty shall be convened by the Registrar at the request of the Dean at such times as may be necessary or under the orders of the Vice-Chancellor or on the written requisition of not less than one third of the members constituting the Faculty.

Any member of a Faculty may bring before any meeting of the Faculty any matter within its cognizance by giving notice to the Dean who shall request the Registrar to include such matter in the Agenda papers of the next meeting of the Faculty.

The Dean shall request the Registrar to issue notice of every meeting of the Faculty to each member of the Faculty, ordinarily not less than five days previous to the meeting, stating the time and place of the meeting, and showing all the business brought before the meeting. Urgent meetings may be summoned with the orders of the Vice-Chancellor. No matter of business which is not entered on the Agenda paper of a meeting shall be considered at the meeting provided the Dean may, for reason of urgency, bring any matter before any meeting without previous notice.

The Dean shall preside at all the meetings of the Faculty but, in his absence, the members present shall elect a Chairman from among themselves.

The quorum for a meeting of the Faculty shall be one third of the members of the Faculty.

The Faculty shall have powers:

- i) to consider and report on any matter referred to it by the Senate, the Syndicate, the Academic Council or the Vice-Chancellor;
- ii) to draft regulations in regard to courses of study and examinations prescribed by the institute and to lay such regulations before the Academic Council;
- iii) to remit any matter to a Board of Studies or Boards of Studies within the purview of the Faculty for consideration and report;
- iv) to consider any report or recommendation of any Board of Studies;
- v) to appoint a Committee of the Faculty for any purpose within the cognizance or powers of the Faculty; and,
- vi) to hold the meetings of the Faculty or a Committee of the Faculty along with any other Faculty or a Committee thereof, for the discussion of any Academic matter of common interest.

When a Faculty remits any matters to a Board or Boards of Studies it may request the Board or Boards to communicate its or their report or decision directly to the Academic council or other authority concerned.

The Dean may, at his discretion, remit any matter referred to in the Faculty to a Board or Boards of Studies within the purview of the Faculty before laying it at a meeting of the Faculty.

The proceedings of the meeting of the Faculty shall be communicated by the Registrar to the Academic Council or other Authority concerned.

The Syndicate, on the recommendation of the Vice-Chancellor, shall appoint one of the teachers not below the rank of a Professor or the Head of the Department as a Dean of Students' Welfare.

When the office of the Dean of Students Welfare is vacant or when the Dean of Students' Welfare is, by reason of illness or absence or any other cause, unable to perform the duties of his office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.

The duties and powers of the Dean of Students' Welfare shall be prescribed by the bye-laws.

Appointment of HOD

Each Department shall have a Head, who shall be a Professor and whose duties and functions and terms and conditions of appointment shall be prescribed by the bye-laws.

Provided if there is more than one Professor in one Department, the Head of the Department shall be appointed on rotation for a period of three years by the Syndicate on the recommendation of the Vice-Chancellor.

Provided further that in a Department where there is no Professor or a Reader, any suitable teacher in the Department may be appointed as the Head of the Department in the manner prescribed by the bye-laws.

It shall be open to any teacher to decline the offer of appointment as the Head of the Department.

A person appointed as the Head of the Department shall hold office as such for a period of three years and shall be eligible for reappointment.

The Head of the Department may resign his office at any time during the tenure of his office.

The Head of the Department shall perform such functions as may be prescribed by the bye-laws.

Center for Research, Extension and Integrated Rural Development

There shall be a Centre for Research, Extension and Integrated Rural Development comprising the Department of Research, Extension and Integrated Development. This Centre shall have the same status as a Faculty and be under a Director who will have the same status as the Head of the Faculty (Dean). The Rules relating to Faculties shall also apply to the Centre. It shall be the duty of the Centre to coordinate Research, Extension and Integrated Rural Development on an interdisciplinary basis.

The Vice-Chancellor-Appointment of Vice-Chancellor-Rules Relating to Appointment

1. The Vice-Chancellor shall be appointed by the Chancellor from a panel of three names recommended by a Committee consisting of three members, of whom one shall be nominated by the Senate, one nominated by the Syndicate and the third nominated by the Government of India. The member nominated by the Government of India shall be the Convener of the Committee.
2. When any temporary vacancy occurs in the office of Vice-Chancellor, the Syndicate shall, as soon as possible, subject to the approval of the Chancellor, make the requisite arrangements for exercising the powers and performing the duties of the Vice-Chancellor.
3. When a permanent vacancy occurs or is about to occur in the office of the Vice-Chancellor, the Registrar shall, under the direction of the Syndicate, cause a notification of the fact to be published as specified by the Syndicate and take immediate steps for the Constitution of the committee referred to in Section 1 above, mentioning the date and hour of the last date for filing nomination and the place, date and hour for the scrutiny of the nomination papers. The date for filing nomination must be at least seven clear days after the date of publication of the notification. A copy of the said notification shall be sent to the Chancellor and to each of the members of the Senate and the Syndicate and placed at the next meeting of the Syndicate immediately after the publication of the notification.
4. The members of the Committee referred to in Section 1 shall not be members of any of the authorities of the institute or employees of the Institute.
5. Each member of the Senate shall have a right to nominate not more than one person who is not a member of any of the authorities of the Institute to the Committee referred to in Section 1 above.
6. Similarly each member of the Syndicate shall have a right to nominate not more than one person who is not a member of any of the authorities of the Institute to the said Committee
7. The Registrar shall call for nominations for election of one person by the members of the Senate to said the Committee.

Similarly the Registrar shall call for nominations for election of one person by the members of the Syndicate to the said Committee.

8. Every nomination with reference to Section 7 shall be in writing, signed by the proposer who shall be a member of the Senate and seconded in writing by another member of the Senate called the seconder in the form prescribed.

9. No nomination shall be valid unless it contains the signature of the proposer and the seconder and the consent of the candidate proposed.
10. Every nomination must be presented before the Registrar either by the proposer or the seconder or the person proposed before 3.00 p.m. on the date notified as the date for filing nominations under Section 3 above.
11. Soon after the expiry of the last date and hour for receipt of nominations, the Registrar shall scrutinize the nomination papers at the place, date and hour notified under Section 3 above. The proposer or the seconder or the proposed nominee are entitled to be present at the time of scrutiny. A list of persons whose nominations have been declared valid by the Registrar shall be published on the notice board of the Institute. A copy of the list shall be sent to the person / persons nominated for election if he / they was / were not present at the time of the scrutiny.
12. Any person whose nomination has been declared valid may withdraw his nomination by a letter in writing and presented to the Registrar in person not later than five clear days after the date of publication of valid nominations or by a letter in writing attested by any other member of the Senate sent by Registered post to the Registrar so as to reach him not later than the above said five clear days after the date of publication of the above said nominations. Such withdrawal, once made, shall be final.
13. (a) If the number of persons validly nominated and who have not withdrawn is only one that person shall be deemed to have been duly elected and nominated by the Senate to the Committee referred to in Section 4 above and shall be so declared by the Registrar.

(b) If the number of persons validly nominated and who have not withdrawn is more than one, each member of the Senate shall be informed of the date and hour fixed by the Vice-Chancellor for the meeting and a list of such persons shall be sent to each member of the Senate not less than seven clear days before the day fixed for the meeting.

(c) The election shall be held at the next ordinary meeting of the Senate immediately preceeding the date when the office of the Vice-Chancellor shall fall vacant, provided that the Vice-Chancellor shall convene a special meeting of the Senate for election of the nominee if he thinks it necessary.

(d) The election shall be conducted by secret ballot at the place specifically set apart for the purpose and the ballot box, properly locked and sealed, shall be provided to receive the votes of the nominees.

(e) All the members present at the meeting shall be entitled to vote. No vote can be given by proxy. Members present shall sign in the electoral roll kept for the purpose as a record of voting at the election.

(f) Before a member is ready to vote, the Registrar shall ascertain and satisfy himself that the person desiring to vote has not already voted. The Registrar shall then enter his name upon the counterfoil of the ballot paper in the ballot paper book which shall be provided for the purpose of the election and shall then tear

out the ballot paper corresponding to the counterfoil and having initialled the ballot paper on the back thereof, shall hand it over to the member. Every ballot paper shall contain the names of all nominees arranged in alphabetical order.

(g) When a member has received a ballot paper he shall proceed to the place arranged for marking the vote and shall mark thereon by 'X' against the name for whom he intends to vote. The number of nominees for whom each elector may vote shall be only one. The member shall then fold the ballot paper and drop it in the ballot box placed in front of the Returning Officer.

(h) If a member inadvertently spoils a ballot paper, he may return it to the Registrar, who shall, if satisfied of such inadvertence, give him another paper, and retain the spoiled paper and this spoiled paper shall be immediately cancelled and the fact of such cancellation shall be noted on the counterfoil.

(i) Two scrutinizers shall be selected by the Chairman of the meeting of the Senate to count the votes polled. The counting shall be done in the presence of the members of the Senate present and the Chairman. The persons securing the highest number of votes shall be declared by the Chairman of the meeting to have been duly elected and nominated by the Senate to the Committee referred to in Section 4.

14. The Chairman of the meeting held for the purpose of the election under Section 4 shall conduct other items of business, if any, but the business of electing a member to the Committee shall precede all other business and shall be disposed of before the meeting is adjourned or before any other item, if any, on the agenda is considered.
15. (a) The rules prescribed above relating to the procedure for nomination and election of a person by the Senate to the Committee referred to in Section 4 shall as far as may be necessary, apply to the nomination and election of a person by the Syndicate to the Committee mentioned in Section 6, the word "Syndicate" being read in substitution of the word "Senate" wherever necessary.
(b) Notwithstanding anything contained herein it shall be competent for the Syndicate to elect such nominee to the committee by a resolution assented to by the majority of the members of the Syndicate after obtaining the consent of the concerned nominee to serve on the Committee.
16. The Registrar shall report to the Chancellor and the Government of India the names of the persons elected by the Senate and the Syndicate to the Committee. After the Government of India nominates the third member to the Committee, the Committee shall meet. The member nominated by the Government of India shall be the Convener of the Committee.

The Convener of the Committee shall call for the meeting of the Committee soon after the names of the 3 members are announced and submit to the Chancellor a panel containing the names of 3 persons suitable for holding the office of the Vice-Chancellor. While submitting the panel to the Chancellor the committee shall also send a statement showing the age, educational qualification, academic and administrative experience and other distinctions of each of the 3 persons

whose names are included in the panel. The panel shall be in the alphabetical order.

The Chancellor shall appoint one of the persons whose names are given in the panel as the Vice-Chancellor with the approval of the Government of India.

The Chancellor may, if he desires, ask for a fresh panel.

Rule XII – procedure to be followed by the selection committee

1. There shall be a Selection Committee for making recommendations to the Syndicate for appointment to the posts of Professors, Readers, Lecturers, Assistant Professors and Librarian of the Institute
2. The Selection Committee shall consist of the Vice-Chancellor, a nominee of the Chancellor, the Head of the Department concerned, and three persons in the case of appointment of Professors and two persons in the case of other appointments not in the service of the Institute, nominated by the Syndicate out of the panel of names recommended by the Academic Council for their special knowledge of or interest in the subject concerned and the Registrar of the Institute shall be the Secretary of the Committee. Members of the Selection Committee shall hold office for a period of three years or such period as may be fixed at the time of nomination. The procedure to be followed by the Selection Committee shall be laid down by the rules.
3. If the Vice-Chancellor is satisfied that in the interests of work it is necessary to fill in the vacancy he can appoint a temporary candidate for a period not exceeding six months.
4. Every post of Professor, Librarian, Reader or Lecturer to be filled by selection shall be duly and widely advertised, together with the minimum and other qualifications, if any, required, the emoluments and number of posts to be filled, and reasonable time shall be allowed within which the applicants may apply.
5. The quorum for a meeting of the Selection Committee shall be four, of whom at least three members shall be from among the Chancellor's nominee and the experts in the case of Professors and two in other cases.
6. The Board shall interview, adjudge the merit of each candidate in accordance with the qualifications advertised and prepare a list of persons selected, arranged in the order of merit. It shall forward the list to the Chancellor who shall make appointments in accordance with the same.
7. If the Syndicate is unable to accept the recommendation made by the Selection Committee, it shall record its reason and submit the case to the Chancellor for final orders.
8. In preparing the list under Sub-section (6) the Board shall follow the orders issued by the Government of India from time to time in the matter of reservation of posts for the Scheduled Castes, Scheduled Tribes etc. at the first point of appointment.

Fees – Rules

(Refer Prospectus)

Legal Adviser

It shall be competent for the Syndicate to appoint a Legal Adviser for such a period and on such remuneration and other terms to perform such duty as it may fix from time to time.

The Legal Adviser so appointed shall not be a member of any authority of the Institute.

The Gandhigram Rural Institute

(Deemed – University)

Registered Graduates' Constituency

The Syndicate shall maintain a register for the Registered Graduates' Constituency. The Register shall contain the names and addresses of the following who have registered under the rules:-

1. Persons who hold a degree awarded by the Gandhigram Rural Institute.
2. Persons who hold Diploma in Rural Services or Post Graduate Diploma issued by the National Council of Rural Higher Education, Government of India provided that such persons have appeared in these 2 examinations concerned as regular students of Gandhigram Rural Institute.
3. Persons who hold the Degrees/Diplomas mentioned against item 1 and 2 above should have a minimum of three years' standing from the time of passing the examinations connected with the Degrees/Diplomas mentioned in Item 1 and 2.

Any person coming under the above category shall apply in the prescribed form to the Registrar and pay a consolidated fee of Rs. 10/= which will entail him to have his name entered and retained in the Register of Graduates for a period of five years.

For renewal after a period of five years he shall remit Rs. 5/= for each such renewal.

The Register of Graduates shall be revised and corrected on the first day of October in each year. Application for revision or correction as prescribed shall reach the Registrar not later than the 15th day of September preceding.

A person who gets himself registered 60 days before the date of poll shall also be eligible to participate in the elections. Any person in the list of Registered Graduates may inspect the Register of Graduates during office hours on application to the Registrar and may, on payment of Rs. 10/-, have a copy of it sent to him.

For purpose of these rules persons holding Diploma in Rural Services or Post Graduate Diploma issued by the National Council of Rural Higher Education, Government of India shall be considered as Graduates.

Elections to the authorities of the Institute

Rules:

If any vacancy occurs or is about to occur by efflux of time or other reasons among the members of any authority of the Institute the Vice-Chancellor shall direct the Registrar to do all things necessary for getting nominations or for conducting elections.

If any vacancy is to be filled up by an election a notification of the fact shall be published as directed by the Syndicate.

In the case of the elections enumerated below, the Vice-Chancellor shall direct the holding of elections within the dates specified by him and the Registrar shall thereupon hold the elections in accordance with the rules.

Name of the Electorate	Number of persons to be elected / nominated	Institute authority to which elected	Returning Officer
Senate	1*	Syndicate	Registrar GR I
Academic Council	5	Senate	Registrar GRI
Registered Graduates	3	Senate	Registrar GRI

Academic Council	2*	Syndicate	Registrar GRI
Teachers of the Institute	2	Academic Council	Registrar GRI

* If the Nomination is not unanimous and if more members are nominated than the required number then election may be held.

Elections excepting election of members to the Senate from the Registered Graduates Constituency shall be conducted as follows:

The polling shall take place by Secret ballot on the day of the meeting of the electing authority concerned fixed by the Vice-Chancellor between 11.00 a.m. and 4.00 p.m.

A notice regarding the date on which the poll will be held and the final list of candidates validly nominated shall be sent to every member of the electing authority concerned not less than seven days before the date fixed for the poll.

All members present at the meeting shall be entitled to vote. No vote shall be given by proxy. Members shall sign in the nominal electoral roll kept for the purpose as a record of voting at the elections.

The Returning Officer shall ascertain that the person desiring to vote is a Member who has not already voted and shall enter the name upon the counterfoil of the ballot paper in the ballot paper book which shall be provided for the purpose of election and shall then tear out the ballot paper corresponding to that counterfoil and, having initialed the ballot paper on the back thereof shall hand it over to the member. Every ballot paper shall contain the names of all the candidates for election arranged in the alphabetical order.

When a member has received the ballot paper he shall proceed to the place arranged for marking the vote and shall mark thereon by putting a cross mark thus 'X' against the name or names of the persons the member intends to vote for. The number of nominees for whom each elector may vote may be less than or equal to but shall not be more than the number of vacancies to be filled. The member shall then fold the ballot paper and drop it in to the ballot box placed in front of the Returning Officer.

If a member inadvertently spoils the ballot paper, he may return it to the Returning Officer who shall, if satisfied of such inadvertence, give him another paper and retain the spoiled paper and this spoiled paper shall be immediately cancelled and the fact of such cancellation shall be noted on the counterfoil.

At the close of the poll, the Returning Officer shall, with the help of such members of the Institute staff as he may consider necessary, proceed with the counting of votes obtained by each candidate and prepare the results sheet. In the case of doubt about the validity of any ballot paper the matter shall be referred to the Returning Officer for his decision.

A ballot paper shall be invalid if,

- i. It does not bear the Registrar's initials or
- ii. a voter signs his name or writes any word or makes any mark on it by which it becomes recognizable; or
- iii. no vote is recorded thereon; or
- iv. the number of votes recorded thereon exceeds the number of vacancies to be filled in; or
- v. it is void for uncertainty ;

Provided that where more than one vote can be given on the same ballot paper, if one of the marks is so placed as to render it doubtful to which candidate it is intended to apply, the vote concerned but not the whole ballot paper shall be invalid on that account.

The Returning Officer shall, after preparing the results sheet, declare the results of the elections as stated hereunder.

The candidate or candidates equal in number to the number of vacancies, receiving the largest number of votes shall be declared duly elected. When two or more candidates receive equal number of votes and if they cannot all be declared to be elected, the final election shall be made by drawing lots in such manner as the Returning Officer may determine.

After the elections are concluded all ballot papers shall be put in an envelope, sealed and deposited in the custody of the Registrar for a period of three months.

Each Elector shall be at liberty to nominate a qualified person to fill the vacancy. Each nomination shall be in the prescribed form and shall be made by an elector in writing and shall be seconded in writing by another elector. Every such nomination shall be accompanied by a statement signed by the nominee agreeing to serve on the authority, if elected, declaring that he is not already a member of the authority to which he seeks election or, if he is already a member, that his term of office as such would expire before the membership for which he is seeking election takes effect, and the nomination paper

must reach the Registrar within the date and hour fixed which shall, be, in the case of election of members of the Senate by the Registered Graduates, not later than 14 clear days and, in the case of other elections not later than 10 clear days after the publication of the notification concerned.

An elector shall be eligible to subscribe either as a proposer or as a seconder in nomination papers only as many times as there are vacancies but not more.

Nomination papers shall be enclosed in an envelope superscribed "Nomination to the by" and sent by Registered Post (Ack. due) so as to reach the Registrar within the date and hour fixed or delivered to the Registrar, during office hours, either in person or through messenger within the date and hour fixed.

Nomination papers that are not enclosed in an envelope superscribed and sent by Registered Post or are not delivered in person or by messenger as required above shall be declared invalid.

Subject to the proviso hereunder, no person who is a member of an authority through a particular electorate shall be eligible for election to the same authority through another electorate without his having previously resigned his existing membership.

It shall be competent, however, in the case of an anticipatory vacancy, for a person who is already a member of the authority elected by a particular electorate to stand as a candidate in such anticipatory vacancy, provided the date of membership in that vacancy shall be posterior to the date on which he ceases to be a member of that authority.

All nomination papers shall be scrutinized by the Returning Officer or other officer authorized by him on his behalf on the date and hour and at the place appointed and notified in the notice of vacancy. The candidates and a representative of each candidate appointed in writing by him may be present at the scrutiny.

If any question arises relating to the validity or rejection of a nomination or nominations the question shall be referred to the Vice-Chancellor within three days of the publication of the valid nominations and the decision of the Vice-Chancellor thereon shall be final.

If, after the scrutiny of nomination papers, the number of candidates validly nominated is equal to or less than the number of vacancies to be filled, the candidates so nominated shall be declared duly elected.

If the number of such candidates declared elected is less than the number of vacancies, the constituency shall be called upon to elect a person or persons, as the case may be, to fill the remaining vacancies.

If, after scrutiny, the number of candidates nominated is greater than the number of vacancies, a list of candidates whose nomination papers have been declared valid shall be published by affixing the same on the notice board in the office of the Returning Officer

on the same day and a copy of the same shall be forwarded to each of the candidates nominated for election.

Any candidate may withdraw his candidature by a notice in writing subscribed by him and sent by Registered Post so as to reach the Returning Officer or delivered to the Returning Officer or other person authorized by him not later than 4 O' clock on the afternoon of the day fixed for withdrawal, which shall be five clear days after the last date for receipt of nominations. A candidate who has withdrawn his candidature shall not be allowed to cancel the withdrawal or to be re-nominated as a candidate for the same election.

The Returning Officer or other person authorized by him shall publish on the same day after the time for withdrawal of the nominations has lapsed, a final list of candidates validly nominated.

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 of vacancies to be filled all such candidates shall be declared to be duly elected and if the number of such candidates declared is less than the number of vacancies the constituency shall be called upon to elect a person or persons, as the case may be, to fill the remaining vacancies.

If the number of candidates who are validly nominated and who have not withdrawn their candidature in the manner prescribed and within the time specified is greater than the number of vacancies to be filled, the election shall be proceeded with in the manner prescribed in the rules.

For Election of members to the Senate from the Registered Graduates' Constituency, the method of postal voting with option to deliver the envelope concerned in person or by a messenger to the Registrar at his office on the day of poll shall be adopted.

The Registrar shall forward to each elector through post a numbered declaration paper, a ballot paper on which the names of the candidates with their addresses shall be arranged in the alphabetical order which shall bear on it the Registrar's initials and the last date for receipt of the ballot a ballot paper cover and an envelope addressed to the Registrar, together with a letter of intimation stating the number of vacancies, the date and the hour fixed for the poll, and the day and the hour fixed for the scrutiny and counting of votes. The papers shall be forwarded to the address against the name of the elector in the electoral roll.

The date fixed for the poll for the election of members of the Senate by the Registered Graduates, shall be not less than 14 clear days from the last date of posting of the ballot papers.

The elector shall, after filling up the declaration paper and the ballot paper in accordance with the directions given in the letter of intimation, enclose the ballot paper in the ballot paper cover and seal it and enclose the cover and the declaration paper in the envelope addressed to the Registrar and send the envelope by Registered Post so as to reach the Registrar not later than the day and the hour fixed for the poll; provided that, at his option, the elector may, either in person or by an agent, hand over the envelope addressed to the Registrar at his office on the day of and during the hours fixed for the poll.

An elector who has not received his ballot and other connected papers sent by post, or who has lost them, or whose papers before the dispatch back to the Registrar have been inadvertently spoilt, may transmit the declaration to that effect signed by himself and require the Registrar to send new papers in place of those not received, lost, or spoilt; and if the papers have been spoilt, the spoilt papers shall be returned to the Registrar who shall cancel them on receipt. In every case when new papers are issued, a mark shall be placed against the number of the elector's name in the electoral roll to denote that new papers have been issued in place of those not received, lost or spoilt.

On the day and at the hour appointed for the scrutiny and counting of votes, the envelopes received from the electors by the Registrar, excepting those which have not been received in the manner prescribed above, shall be arranged and counted. They shall be then opened and the declaration papers and the ballot paper covers examined.

A ballot paper shall be rejected, if –

1. the envelope contains no declaration paper outside the ballot paper cover; or
2. the declaration paper is not the one sent by the Registrar; or
3. the declaration or attestation is not in accordance with the rules; or
4. the ballot paper is placed outside the ballot paper cover; or
5. more than one declaration paper or cover containing ballot paper have been enclosed in one and the same envelope; or

6. if the declaration paper is not duly signed.

In each case of rejection the word “rejected” shall be endorsed on the ballot paper cover or the declaration paper.

No person shall be present at the scrutiny and the counting of votes except the Vice-Chancellor, the Registrar and such persons as the Vice-Chancellor may appoint to assist the Registrar, the candidates and not more than two representatives of each candidate appointed in writing by the Registrar.

The nominee or the nominees receiving the highest number of votes shall be declared to be duly elected. When two or more nominees receive an equal number of votes and cannot be declared elected a final election shall be made by drawing lots.

The Registrar shall prepare a form showing (1) the number of voters voted, number of ballot papers rejected (a) for being received too late or by being sent by ordinary post or in other than the prescribed ways (b) for irregularities connected with the declaration as invalid.

The results of all elections shall be published in the manner prescribed by the Syndicate.

No election to an authority of the Institute shall be invalid by reason of any vacancy among the persons entitled to vote at such election, or of the loss during transmission of any notice or ballot paper.

Elections shall take effect, in case of anticipatory elections, from the date of occurrence of the vacancy, and in other cases, from the date of declaration of the result of the election.

Objections to elections shall be made in writing and shall be forwarded to the Vice-Chancellor so as to reach him within seven clear days after the declaration of the results of the election.

If any question arises whether any person has been duly elected as, or is entitled to be a member of any authority or body of the Institute, the Vice-Chancellor shall refer it to the Chancellor whose decision thereon shall be final.

The ballot papers, together with declaration papers of each election shall be preserved in the Institute’s office for a period of three months after the date of the election, or if any question arises as to the election, until it is disposed of finally. Thereafter these may be destroyed.

No act or proceeding of any authority or other body of the Institute shall be invalidated merely by reason of the existence of a vacancy or vacancies among its members or the invalidity of the election of any of the members.

Appointment of Chancellor

Rules relating to Election

1. The Chancellor be elected by the Senate and the person so elected shall be a person of outstanding eminence in the field of Education with abiding interest in Rural Reconstruction
2. When a temporary vacancy occurs in the office of the Chancellor or during the Chancellor's inability to act, the Vice-Chancellor shall exercise the powers of the Chancellor till the Senate makes arrangements for the election of the Chancellor.
3. When a temporary vacancy occurs in the office of the Chancellor the Senate shall, as soon as possible, make requisite arrangements for exercising the powers and performing the duties of the Chancellor.
4. When a permanent vacancy occurs or is about to occur in the office of the Chancellor, the Registrar shall under the direction of the Syndicate, cause a notification of the fact to be published as specified by the Syndicate and take immediate steps for the election of the Chancellor, mentioning the date and hour of the last date for filing nominations and the place, date and hour for the scrutiny of the nomination papers. The date for filing nomination must be at least seven clear days after the publication of the notification. A copy of the notification shall be sent to each member of the Senate.
5. Each member of the Senate shall have the right to nominate not more than one person.
6. Every nomination shall be in writing, signed by the proposer who shall be a member of the Senate and seconded in writing by another member of the Senate called the seconder in the form prescribed. No nomination shall be valid unless it contains the signature of both the proposer and the seconder.
7. The nomination form may also be signed by the person proposed, expressing his consent to be nominated.
8. Every nomination must be presented before the Registrar either by the proposer or the seconder or the person proposed on the date notified as the date for filing the nomination under Section 4 above.
9. Soon after the expiry of the last date and hour for the receipt of nominations, the Registrar shall scrutinize the nomination papers at the place, date and hour notified under

section 4 above. The proposer and seconder or the proposed nominees are entitled to be present at the time of the scrutiny.

10. A list of persons whose nominations have been declared valid by the Registrar shall be published on the Notice Board of the Institute. A copy of the list shall be sent to the Person/Persons nominated for election if he / they was / were not present at the time of scrutiny.

11. Any person whose nomination had been declared valid may withdraw his nomination by a letter in writing and presented to the Registrar in person not later than five clear days after the date of publication of valid nomination or by a letter in writing and attested by any other member of the Senate and sent by Registered post to the Registrar so as to reach him not later than the above said five clear days after the date of publication of the above said nomination. Such withdrawal once made shall be final.

12. If the number of persons validly nominated and who have not withdrawn is only one, that person shall be deemed to have been duly elected and nominated by the Senate as the Chancellor and shall be so declared by the Registrar.

If the number of persons validly nominated and who have not withdrawn is more than once, each member of the Senate shall be informed of the date and the hour fixed by the Vice-Chancellor for the meeting and a list of such persons shall be sent to each member of the Senate not less than seven clear days fixed for the meeting

13. The election shall be held at the next ordinary meeting of the Senate immediately preceding the date when the office of the Chancellor shall fall vacant provided that the Vice-Chancellor shall convene a special meeting of the Senate for election of the Chancellor if he thinks it necessary.

14. The election shall be conducted by secret ballot at the place specifically set apart for the purpose and the ballot box properly locked and sealed shall be provided to receive the votes of the nominees.

15. All members present at the meeting shall be entitled to vote. No vote can be given by proxy. Members present shall sign the nominal electoral roll kept for the purpose as a record of voting at the election.

16. Before a member is ready to vote, the Registrar shall ascertain and satisfy himself that the person desiring to vote is a member who has not already voted. The Registrar shall then enter his name upon the counterfoil of the ballot paper in the ballot paper book which shall be provided for the purpose of the election and shall then tear out the ballot paper corresponding to the counterfoil and having initialled the ballot paper on the back thereof shall hand it over to the member. Every ballot paper shall contain the names of all nominees arranged in alphabetical order

17. When a member has received a ballot paper he shall proceed to the place arranged for marking the vote and shall mark thereon by 'X' against the name for whom he intends to vote. The number of nominees for whom each elector may vote shall be only one. The member shall then fold the ballot paper and drop it in the ballot box placed in front of the Returning Officer

18. If a member inadvertently spoils a ballot paper, he may return it to the Registrar, who shall if satisfied of such inadvertence, give him another paper, and retain the spoiled paper and this spoiled paper shall be immediately cancelled and the fact of such cancellation shall be noted on the counterfoil.

19. Two scrutinizers shall be selected by the Chairman in the meeting of the Senate to count the votes polled. The counting shall be done in the presence of the members of the Senate present and the Chairman. The person securing the highest number of votes shall be declared by the Chairman of the meeting to have been duly elected and nominated by the Senate as Chancellor.

(Approved by the Ministry vide letter No. F.24-12/79 U 3 Dated 18-12-1979)

REGISTRAR -POWERS AND DUTIES

The salary of the Registrar shall be _____. The Syndicate may grant leave to the Registrar and leave allowances according to the rules prescribed.

It shall be the duty of the Registrar:-

a) to be the custodian of the records, common seal and such other property of the Institute as the Syndicate shall commit to his charge.

b) to act as Secretary and attend all the meetings of the Senate, the Syndicate, the Academic Council and any Committee constituted by these authorities and to keep minutes thereof.

c) to conduct the official correspondence of the Institute and the authorities of the Institute.

d) to perform such other duties as may be from time to time prescribed by the Syndicate and generally render such assistance as may be desired by the Vice-Chancellor in the performance of his duties.

e) to issue all notices convening meetings of the authorities, Boards of Examiners and any Committee appointed by the authorities.

f) to arrange for the conduct of the examinations of the Institute as prescribed by the Syndicate and publish the results.

g) when the office of the Registrar is vacant or when the Registrar is by reason of illness, absence, or any other cause, unable to perform the duties of his office, the duties of the Office shall be performed by such person(s) as the Syndicate may appoint for the purpose.

h) If the vacancy is for a period of three months or less, the Vice-Chancellor may appoint a person to attend to the duties of the Registrar.

The Registrar shall have power to take disciplinary action against such of the employees excluding the teachers of the Institute, as may be specified by the Syndicate and to suspend them, pending enquiry, to administer warnings to them or to impose on them the penalty of censure or the withholding of increments.

Provided that no such penalty shall be imposed unless the person concerned has been given a reasonable opportunity of showing cause against the action proposed to be taken in regard to him.

Any appeal shall lie to the Vice-Chancellor against any order of the Registrar imposing any of the penalties specified above.

In a case the enquiry discloses that a punishment beyond the powers of the Registrar is called for the Registrar shall, upon the conclusion of the enquiry, make a report to the Vice-Chancellor along with his recommendations.

Provided that an appeal shall lie to the Syndicate against an order of the Vice-Chancellor imposing any penalty.

STUDENTS' AID FUND

1. Object:

The object of this fund is to render financial assistance to needy students to meet their tuition fee., examination fee, books, mess, clothing or medical expenses, etc. The assistance to be provided to the students out of the Students' Aid Fund should be in form of reimbursement of the expenditure on different items and payment in cash should be restricted to the minimum. No scholarships or stipends will be given from this fund.

2. Constitution:

- i) All students on the roll of the University are eligible to contribute towards the fund.
- ii) The members of the Committee of Management or members of the University Bodies or the Governing Body may contribute personally to the Fund if they so desire.
- iii) Fines collected from the students may be credited to the fund but will not be taken into account while calculating the share of the U.G.C.
- iv) Poor and needy students can avail themselves of the aid.
- v) The Fund will be managed by a Committee of Management, of which the Vice-Chancellor / his nominee will be the Chairman. The Committee will have four other members representing the teaching faculties including Dean, Student Welfare and two Student Representatives. The Vice-Chancellor may nominate the members.

Amendment to rules as approved by the ministry in letter No.F.9-8/77 U.3 dated 7th Sep.79

V. The Fund will be managed by a Committee of Management of which the Students' Welfare Dean will be the Chairman. In addition to the Chairman the Committee will have four staff members to be nominated by the Vice-Chancellor representing four main courses, viz.,

1. Under Graduate
2. Post Graduate
3. Agriculture and
4. Sanitation

There will be four Students Representatives in the Committee, one from each course viz.,

1. Under Graduate
2. Post Graduate

3. Agriculture and

4. Sanitation.

vi) The Registrar will be responsible for the administration of the Fund.

vii) The Fund is not to be used for giving prizes, rewards etc. to students.

3. Functioning:

i) Students desirous of availing themselves of the Fund should apply in writing through the concerned Deans to the Chairman of the Committee of Management.

ii) The Committee may meet at least thrice in a semester to review the applications and accord sanctions.

iii) The University Office may arrange for the collection of contributions from the students, maintenance of accounts and making payments on the sanctions accorded by the Committee of Management.

4. The accounts of the S.A.F. may be audited by the regular Auditors of the University, viz., Accountant General / Government Auditors and the audit fee or related expenditure is not to be met from the Students' Aid Fund.

5. The decisions of the Committee of Management will be final.

ACADEMIC COUNCIL

Meeting of the Academic Council

1. There shall be two ordinary meetings of the Academic council in a year. The days for the meetings shall be fixed by the Vice-Chancellor.

2. The Vice-Chancellor may, at his discretion, postpone the date fixed for an ordinary meeting or special meeting of the Academic Council.

3. The Registrar shall, under the direction of the Vice-Chancellor, give not less than seven clear days' notice for the ordinary meeting.

4. The Vice-Chancellor may, whenever he thinks fit and shall on requisition of not less than 15 members of the Academic Council, call for a special meeting. Whenever requisition for a meeting comes from the members the requisition must be in writing and signed by the requisitionists and must be forwarded to the Registrar with a copy of the resolutions to be moved and the name of the proposer of each resolution.

5. One third of the members of the Academic Council shall form a quorum, provided that if at any time in determining the number fraction is involved it will be raised to the next higher number.

6. Any member who wishes to move a resolution at a meeting shall forward a copy of the resolution to the Registrar so as to reach him not less than four clear days before the date of the meeting. A member who has forwarded a resolution, may, by giving written notice, which shall reach the Registrar not less than two clear days before the date fixed for the meeting, withdraw the resolution.

7. The Registrar, under the direction of the Vice-Chancellor, shall cause each resolution of which notice has been given and which has not since been withdrawn to be placed on the agenda papers of the meeting at which it is to be moved.

8. Not less than seven clear days before the date of every meeting, the Registrar shall issue to every member an agenda paper specifying the day and the hour of the meeting and business to be brought before the meeting, but the non-receipt of the agenda paper by any member shall not invalidate the proceedings of the meeting, provided that the Vice-Chancellor may bring any business which, in his opinion, is urgent before any meeting with shorter notice or without placing the same on the agenda paper.

9. Any member wishing to move an amendment to a resolution on the agenda paper of any meeting shall forward a copy of the same to the Registrar so as to reach him not less than two clear days before the day of the meeting at which the resolution is to be moved.

10. The Registrar shall, on the receipt of amendments given in accordance with the rules, prepare, under the direction of the Vice-Chancellor, an amended agenda paper showing all the resolutions and amendments.

11. At every meeting of the Academic Council the following shall be the order of business after the election, if it be necessary, of the Chairman.

i) Any motion for a change in the order of business as stated in the agenda paper.

ii) Business brought forward by the Vice-Chancellor including business remitted by the Senate and the Syndicate.

iii) Business brought forward by the Faculties.

iv) Business brought forward by the Boards of Studies.

v) Business brought forward by members of the Academic Council.

12. The procedure at meetings of the Academic Council and of the Academic Council in Committee shall be regulated generally by the procedure laid down for the Senate so far as it is applicable.

13. Representatives of the Press and visitors may be admitted to meetings of the Academic Council if they have obtained the previous permission of the Vice-Chancellor

14. Members of the Academic Council attending a meeting shall sign in a Register kept for the purpose before they take their places at the meeting.

INSTITUTION AND AWARD OF MEDALS AND PRIZES.

Endowment proposals for institution of Medals and Prizes shall be made to the Registrar in writing indicating the amount the donor is willing to contribute towards the institution of medals and prizes. The contribution towards the institution of medals and prizes should not be less than Rs.2,000/-

The Syndicate shall invest the monies endowed in a surable nationalised bank as it may deem fit and award the medals and prizes from out of the interest accruing thereon. If in any year no medal or prize is awarded, the interest shall be added to the corpus of the endowment.

The donor shall enter into an agreement regarding the conditions for the award of medals and prizes as approved by the Syndicate.

The Syndicate or a Committee appointed by the Syndicate for this purpose shall select candidates for the award of the different medals and prizes in accordance with the provisions relating to the awards and terms of the agreements entered into by the respective donors.

The Syndicate shall have power to award a cash prize whenever the interest accruing out of the endowment is not sufficient for the award of a Gold Medal.

The medals shall bear an inscription containing the name of the medal, the name of the winner, the year of award and the seal of the Gandhigram Rural Institute (Deemed University) on the reverse side.

The medals and prizes shall ordinarily be awarded at the Annual Convocation of the Institute. A full list of the medalists and prize winners shall be published before the 15th September every year and the candidates concerned informed of their having won

the medals or prizes, as the case may be, to be awarded at the ensuing Annual Convocation. In case the winner of a medal/ prize does not apply for admission to the degree/ Diploma/ Certificate at the Annual Convocation of the year, the medal/prize shall not lapse but shall be given to him when he takes the degree / diploma/ certificate.

If two or more candidates secure equal marks in the concerned subject, the amount available for the medal shall be divided equally and cash prizes awarded.

Full particulars of the recipients of the medals/ prizes shall be sent to the respective donors or to their legal heirs after the award of the medals / prizes each year.

Bye-Laws

No. F. 9-5/77-U.3

Government of India,

Ministry of Education & Social Welfare,

(Department of Education)

New Delhi

8/9 November, '78.

To

The Registrar,

Gandhigram Rural Institute,

Gandhigram -624 302,

Maduria Dt. Tamil Nadu

Sub: Gandhigram Rural Institute -Approval of Bye Laws.

Sir,

I am directed to refer to the correspondence resting with your letter No. 2813/R-77-78-2673 dated September 15, 1978 on the above subject and to convey the approval of the Government of India to the following bye-laws framed by the Syndicate of the Institute :-

- i) Boards of Studies;
- ii) Convocation of the Institute;
- iii) xxxx
- iv) xxxx
- v) xxxx
- vi) xxxx
- vii) xxxx
- viii) xxxx
- ix) xxxx:
- x) Sports and Tournaments.

xxxx

Yours Faithfully

Sd/- C.R. Pillai

Under Secretary

/ True Copy /

No. F. 9-5/77-U.3

Government of India,

Ministry of Education & Social Welfare

(Department of Education)

New Delhi 27-12-1978.

The Registrar,

Gandhigram Rural Institute,

Gandhigram 624 302

Madurai District,

Tamil Nadu,

Sub: Gandhigram Rural Institute -Approval of Bye Laws.

Sir,

I am directed to refer to your letter No. 28213/R/77-78/3214, dated 21-11-1978 on the subject mentioned above and to say that Government approve of the proposed amendments to the Bye-laws relating to the Boards of Studies and the classification of candidates referred to in your letter No. 2813/77-78/1844, dated 30-6-1978 and 2813/R/77-78/2673, dated 15-9-1978 respectively.

Yours faithfully,

Sd/- C.R. PILLAI.

UNDER SECRETARY.

/ True Copy /

BYE LAWS -BOARD OF STUDIES:-

There shall be Boards of Studies in the following Branches of Knowledge:

I. Faculty of Tamil, Indian Languages and Rural Arts

1. Board of studies in Tamil
2. Board of Studies in Malayalam
3. Board of Studies in Hindi
4. Board of Studies in Fine Arts.

II. Faculty of English and Foreign Languages

1. Board of Studies in English.

III. Faculty of Rural Social Sciences:

1. Board of Studies in Politics and Public Administration.
2. Board of Studies in Economics
3. Board of Studies in Sociology and Gandhian Thought.
4. Board of Studies in Cooperation.

5. Board of Studies in Village Industries and Management.

IV) Faculty of Rural Oriented Sciences

1. Board of Studies in Chemistry.
2. Board of Studies in Physics.
3. Board of Studies in Mathematics.
4. Board of Studies in Home Science.
5. Board of Studies in Biology.

V. Faculty of Agriculture and Animal Husbandry :

1. Board of Studies in Agriculture.

VI. Faculty of Rural Health and Sanitation:-

1. Board of Studies in Rural Health and Sanitation

There may however be separate Boards of Studies in such branches of knowledge as the Academic Council recommends and the Syndicate decides to deal with matters relating to post Graduate studies and other branches of knowledge.

Each Board shall consist of not less than three but not more than ten members. All the members teaching a particular subject shall be ex-officio members of the Board of Studies of the concerned subject.

The Professor of a particular subject shall be the ex-officio Chairman of the Board of Studies in the Subject concerned. If there is no Professor in a Department the Vice-Chancellor shall nominate the Chairman. If the Chairman of the Board of Studies is other than a Professor of the subject concerned he/she shall hold office for such period as may be fixed by the Vice-Chancellor.

Members of the Boards of Studies other than ex-officio members shall be appointed by the Syndicate from among the panel of names suggested by the Academic Council and shall hold the office for a period of three years or such period as may be fixed at the time of the appointment, provided that it shall be competent for the Syndicate to appoint as a member of a Board any person in his official capacity.

In the event of vacancy in the office of the Chairman the Syndicate shall appoint a member of the Board to act as Chairman until the Chairman is appointed.

It shall be the duty of each Board of Studies to consider and report on any matter referred to it in accordance with the rules of this Institute by the Syndicate or by the Academic Council or the Faculty or the Dean of the Faculty concerned with the subject with which it deals.

Each Board shall have power to recommend to the Syndicate persons suitable for appointment as examiners in the subject with which it deals, to recommend text books when necessary, to consult specialists who are not members of the Board, to make a recommendation in regard to courses of study and examinations in the subject with which it deals.

Meetings of the Board of Studies shall be convened by the Registrar in consultation with the Chairman of the Board at such time as may be necessary or on the written request of not less than one third of the members serving on the Board at the time. Seven days notice shall be given for each such meeting.

Where, in the temporary absence of Chairman, a meeting of the Board of Studies is required to be convened for the purpose of urgently dealing with any business of the Institute, the Registrar will act as Convener and shall take the necessary action.

The Chairman shall preside at all the meetings of the Board of Studies and, in his absence, at any particular meeting, the members present shall elect their own Chairman.

Three members shall form a quorum

BYE-LAWS -- CONVOCATION:

1. Convocation for the purposes of conferring degrees and awarding diplomas and certificates shall ordinarily be held in the month of August every year and at such other times as the Chancellor shall direct.
2. Candidates for degrees or diplomas or certificates must submit to the Registrar their applications for admission to the several degrees or diplomas or certificates in the prescribed form with the prescribed fee on or before 15th of July for the convocation to be held in August. No person shall be admitted to a convocation who has not thus sent his application to the Registrar.
3. Any person who, having sent his name to the Registrar as a candidate for a degree or diploma or a certificate at a convocation, fails to appear on that occasion shall apply to the Registrar and get the degree after the convocation is over.

4. A candidate for a degree or a diploma or a certificate may on payment of the prescribed fee, be admitted in absentia to that degree or diploma or certificate.

5. A candidate who has already proceeded to a degree and has been awarded the diploma shall not be admitted to the same degree a second time at a Convocation notwithstanding that he may have qualified for an additional group or branch or in an additional language.

6. The Chancellor shall preside over the convocation and, in his absence, the Vice-Chancellor shall preside. In the absence of the Chancellor or the Vice-Chancellor another member of the Senate nominated by the Chancellor shall preside.

7. Candidates in the following order shall be presented at the Convocation:-

1. Candidates receiving Post Graduate Degrees
2. Candidates receiving Bachelor Degree in Arts.
3. Candidates receiving Bachelor Degree in Science.
4. Candidates receiving Diploma in Sanitation.
5. Candidates receiving Certificate in Sanitation.
6. Candidates receiving Certificate in Agriculture.

Bye laws of the Gandhigram Rural Institute (Deemed University)--Tournaments and Sports Committee :

Constitution:

1. The Committee shall consist of twelve members including the six Deans and the Director of Centre for Research, Extension and Integrated Rural Development and five other members.
2. The Vice-Chancellor shall appoint the five other members of the Committee.
3. The Director of Physical Education shall be a member of the Committee and shall be its ex-officio Secretary. The Vice-Chancellor shall appoint the Chairman of the Committee. The members shall hold office for three years.

Functions:

1. It shall lie with the Committee to decide in what Inter University Tournaments the Gandhigram Rural Institute Team shall compete.
2. The Committee shall conduct trials to select players to represent the Gandhigram Rural Institute in the various Inter-University Tournaments.
3. The Committee shall be responsible for the conduct of Tournaments and Sports for men and women of Gandhigram Rural Institute (Deemed University)
4. The Committee, in the beginning of the year, shall nominate Selection Committee members for various games and sports for the various Institute teams. The Selection Committee shall select the Institute teams. (regular players and reserves).
5. If anyone of the players drops out at the last minute, the vacancy shall be filled up by the Director of Physical Education in consultation with the Chairman of the Central Committee from among the reserves in the order decided upon by the Selection Committee.

Allowance

All players who are selected for the Institute teams shall be paid at the following rates when a team leaves Gandhigram to take part in an Inter-University Tournament.

Railway Fares

Second Class

Distance Allowance : Rs.1.50 for every 1.61 Km.
or part thereof in excess
of the first 161 Km. of
Journey.

Halting Allowance : Rs.7/- per day.

Managers and coaches who accompany Institute team shall be entitled to claim Travelling Allowance and Halting Allowance.

Managers and coaches accompanying Institute teams shall be paid 1 ¼ first class fare each way and halting allowance of Rs.15/- per day.

Allowance to Selection Committee Members from Mofussil Centres:-

First class railway fare, each way.

Halting allowance at Rs.12/- per day.

Bye-Laws for the conduct of Tournaments and Sports:

1. The following tournaments will ordinarily be conducted annually:

- a) Foot Ball
- b) Basket Ball
- c) Volley Ball
- d) Ball Badminton
- e) Kabadi
- f) Athelatics
- g) Hockey
- h) Cricket
- i) Chess
- j) Carrom
- k) Kho-Kho
- l) Table Tennis
- m) Tennicoit and
- n) Throw Ball.

2. Tournaments shall be open only to institutions attached to the Deemed University, Gandhigram.

3. Institution can enter only one team for each tournament except for chess and carrom, for which two entries will be permitted.

4. The team should consist of bonafide students of the Institute.

a) The cost of Uniforms to the Institute players (for Inter-University) should be borne by the Institute.

5. The fixtures shall be drawn and shall be communicated to the Institute at an early date. All the matches except in Cricket may have to be played both in the morning and in the evening.

6. Teams not ready to play at the appointed time are liable to be scratched.

7. Postponement: Under no circumstances will postponement ordinarily be allowed. There may be postponement of a match for reasons of bad weather or for some exceptional reasons.

8. Rules Governing Tournaments: In all the tournaments international rules shall be followed except when otherwise provided for in these rules.

9. Uniform: All players in Football, Hockey and Basketball are required to wear distinguished team uniform. The referee may turn off a player from the ground for not observing this rule.

10. Protests: Protests are to be ordinarily discouraged. But protests, if absolutely necessary, shall be lodged by the Captain/Manager of the team concerned in writing to the Convenor within two hours of the termination of the game in question such protests shall be accompanied by a fee of Rs.10/-, which will be refunded only if the protest is upheld. All protests shall be disposed off by a small committee appointed for that purpose.

11. Misbehaviour: In the event of misbehaviour of a team or an individual, it shall be competent for the Tournaments and Sports Committee of Gandhigram Rural Institute, Gandhigram, to suspend that team or individual from all further activities of games and sports during the rest of the academic year.

12. Tournament Rules:

a) Football : The match shall consist of two halves of 45 minutes each, with an interval of 5 minutes at half time. An extra time of 10 minutes each way shall be allowed in case of drawn matches. If no decision is reached after one replay in any match including the final, the issue shall be decided by awarding five penalty kicks to each side till the tie is decided.

b) Hockey : The match shall be for a duration of 70 minutes with an interval of 5 minutes. If the match is not decided at the end of 75 minutes, extra time of 10 minutes each way shall be played.

If no decision is reached after one replay in any match including the final then the teams shall take 5 penalty strokes each (to be taken by different players alternately). Further sets of penalty strokes shall be played till the Winner is decided.

c) Basketball: A match shall consist of two halves of 20 minutes each with an interval of 10 minutes at half time. In the event of a tie, the game shall be continued for a further period of five minutes with a change of ends each time and without any interval in between till the tie is broken or light fails in the opinion of the referee. If the match is still undecided it shall be replayed.

Note : In football, hockey and basket ball, the teams that refuse to play extra time shall forfeit the match.

d) Ball Badminton: The match shall be decided by the best of three games.

e) Volleyball: Matches shall be decided by the best of three games.

f) Athletics:

i) The competition shall be conducted under the International Athletic Federation Rules adopted by the Amateur Athletic Federation of India.

ii) Each institution may not send more than two competitors for each athletic event exclusive of relay races. One additional competitor may be entered as reserve for the competitions and two for the relay races. Each competitor can compete only in for four events exclusive of relay races.

iii) Points shall be awarded as follows:

Five for first, three for second and one for third places, and in case of relay races the points shall be doubled.

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