

5:1:1(1)

ITEM FROM THE CHAIR

- (i) Ordinances on Career Advancement Scheme for the University Teachers.

In term of the Clause (5) and (6) of Statute 41, the amended Ordinances OA 16 on CAS was notified. Meanwhile the Ministry had intimated that the amended Ordinances was not in conformity with the Guide lines of the U.G.C. Hence the matter was kept in abeyance till a clarification is received from the Ministry.

The matter is placed before the Council for consideration.

(xvi) Appointment of Teacher in charge (Sports)

EC: 115:2003:3 (xvi) The Council ratified the action taken by the Vice Chancellor in appointing Prof. R. Sharma, Department of Bio-Chemistry as Teacher in charge (Sports) vice Dr. B.S. Mipun with an honorarium of Rs.800/- p.m. w.e.f. the date of his joining the said post.

However as Professor R. Sharma has declined this offer due to his preoccupation in the Academic affairs, the council authorized the Chairman to appoint a teacher in charge for the same.

ITEM NO. 5. ACADEMIC MATTERS**5:1- Statutes, Ordinances Regulations and Rules**

(i) Ordinances on Career Advancement scheme for the University teachers.

EC: 115:2003:5:1 (i) The Council noted the comments of the Ministry on amended Ordinances OE 16 on CAS as received vide Letter No. F.8-22/2002-Desk (U) dt. 10.4.2003 and **RESOLVED** that the matter may be referred to the Academic Council for further deliberations.

5:3 - Research

(i) Award of Honorary Doctorate Degree from NEHU

EC: 115:2003:5:3 (i) The Council considered the proposal for conferring Honorary Doctorate degree to Prof. Henry F. Schaefer and **RESOLVED** to await the report of the Academic Council Committee on conferment of honorary degrees. However the report of the said committee is to be placed to the Academic Council first, and then to the E.C.

5:5 - Examination Matters

(i) Reasons for delay in declaration of results

EC: 115:2003:5:5(i) The Council considered the report of the committee to look into the delay in declaration of results and **RESOLVED** as follows

- (1) The time taken for publishing 1st, 2nd and 3rd Semester results must not be longer than a period of 45 days from the last day of the Examinations.

- (2) The time taken for publishing the 4th Semester results should not be longer than period of 1 month from the last day of the Examinations.
- (3) Faking and Dispatching is to be done by the concerned Academic department.
- (4) A workshop on the procedure of faking may be conducted by the Examination department for the Professors of the University.

5:8 - OTHERS

- (i) To suggest mechanism whereby regularity of teaching by faculty can be checked

EC: 115:2003:5:8 (i) The Council considered the report of the committee to make suggestions for mechanisms to check the regularity of teaching by faculty and **RESOLVED** to approve the same as follows.

- (1) There shall be a daily attendance sheet for students, which shall be submitted by each teacher of the department/centre every day to the concerned Head/office.
- (2) The Head of the Department /centre shall submit a monthly report to the concerned Dean, on the basis of the daily attendance sheets, regarding which teacher was supposed to teach how many classes and how many classes were actually given. This report shall be placed in the faculty meeting and approved by the department/centre before forwarding the same to the concerned Dean by the Head of the Department.
- (3) The Head of the Department/Centre shall send a copy of the time table for classes at the beginning of each semester to the concerned Dean.
- (4) The Head of the Department/Centre shall also send a copy of the minutes of all faculty meetings to the concerned Dean.
- (5) If the concerned Dean notices any irregularity in teaching in any department /centre, she/he shall take up the matter with the department and try to resolve the same, failing which she/he shall inform the matter to higher authorities.