

POWERS AND FUNCTIONS OF THE DEAN, STUDENTS' WELFARE

(V) Duties and Powers of the Dean, Students' Welfare

The Vice-Chancellor, NEHU constituted a committee consisting of the following members to frame and Ordinance on the duties and powers of the Dean, Students' Welfare as provided for in Statute 8(5) of the NEHU Act, 1973.

- 1. Prof.M.N.Karna - Chairman
- 2. Prof.Imdad Hussain - Member
- 3. Prof.P.M.Passah - -do-
- 4. Dr.C.Nunthara - -do-
- 5. Dr.Nikhlesh Kumar - -do-
- 6. Dr.D.R.Syiemlieh - Convener.

The Committee has now frame the Ordinance(draft) and the same was placed before the Academic Council in its meeting held on 21st. and 22nd. Nov., 1996. The Council went through the draft ordinance, made some modifications and resolved to approve the same.

The modified draft ordinance is placed at **Appendix I**

The matter is placed before the Council for consideration.

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1. The DSW shall co-ordinate the policies and procedures of the admissions to the various Post-Graduate Courses, research Degree Programmes, and other full-time and part-time courses as prescribed by the University.
2. The BSW shall advise the Vice-Chancellor on matters relating to the admission of students under the categories other than the 'Open category'.
3. The DSW shall coordinate the admission process in the University.
4. The DSW shall coordinate the admission of students in various halls of residence, approved Hostels, and approved lodges of University.
5. The DSW shall advise the Vice-Chancellor on the appointment of the Wardens to the Halls of residence, approved Hostels and approved Lodges of the University.
6. The Dean Students Welfare shall assist the Vice-Chancellor in supervising and controlling the residents of all students by co-ordinating the activities of the Wardens.
7. The Dean Students' Welfare shall deal with the matters of management, overall discipline and conditions of living in the halls of residence, approved hostels, and approved lodges of the University.
8. The Dean Students' Welfare shall advise the University in the matters of organisations and development of student bodies.
9. The Dean Students' Welfare shall coordinate the activities of the different bodies concerning student welfare.
10. The Dean Students' Welfare shall arrange for and coordinate the elections of the Office bearers and other representatives of the NEHU Students Union and other student bodies in the Campuses as per the rules of the University.
11. The Dean Students' Welfare shall advise the University on the nomination of student representatives on various bodies of the University.
12. The Dean Students' Welfare shall supervise/or organise the co-curricular and sports activities of the Post-Graduate Students and Research Scholars in the Campuses.
13. The Dean Students' Welfare shall be in overall charge of the funds for the cultural and sports activities of NEHU students union and other student bodies in the Campuses of the University.

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He shall forward the accounts of expenditure sanctioned to him for these purposes received from the NEHU students Union and other students bodies as mentioned in the above to the University. Such accounts shall be certified by the body receiving it from the University.

14. The Dean Students' Welfare shall issue the travel concession to the students and shall recommend the educational tours/~~excursions~~ of the students.

15. The Dean Students' Welfare shall supervise and/or organise the career guidance and other counselling facilities for the welfare of the students.

16. The Dean Students' Welfare shall supervise and/or organise such programmes and activities which shall strengthen the students teacher relationship, students-administration and student society relationships.

17. The Dean Students' Welfare shall undertake such other duties and responsibilities relating to the welfare of the students as directed by the Vice-Chancellor from time to time.

- (iii) House Allotment and retention of quarter by the re-employed teachers.

No. EC:91:96:6:7: (iii): The Council deliberated on the House-Allotment Rules and RESOLVED that the professors occupying the L Type quarters may be offered the P Type quarter in turn and be given 15 days' time to move into the quarter failing which the matter will be reported to the Executive Council.

- (iv) Hiring of building for Pro-Vice-Chancellor's residence.

No. EC:91:96:6:7: (iv): The Council considered the hiring of a building for the Pro-Vice-Chancellor's Residence, Tura Campus and approved the same.

- (v) Duties and Powers of the Dean, Students' Welfare.

No. EC:91:96:6:7: (v): The Council considered the draft Ordinance on the Duties and Powers of the Dean, Students' Welfare and RESOLVED to approve the same.

- (vi): Delegation of Administrative & Financial Powers.

No. EC:91:96:6:7:(vi): The Council considered the draft Delegation of Administrative and Financial Powers and RESOLVED to approve the same.

Item No.7

FINANCIAL MATTERS -

- (i) Minutes of the Finance Committee.

No. EC:91:96:7:(i) : The Council considered the Minutes of the Finance Committee and while noting the same RESOLVED that the matter relating to payment of arrears to the staff should be taken up afresh with the University Grants Commission, and the matter reported back to the Council.