

Item No. 5 ACADEMIC METERS :

5.1 - Statutes, Ordinances, Regulations
and Rules -

- (i) amendment of Clause 3(i) or Ordinance
OE-9, Clause 3(i) of Ordinance OE-8 and
Clause 3(i) of Ordinance OE-2

No:EC:68:90:5:01:(i): The Council considered the suggestion of the Ministry and RESOLVED to delete the following - "or such scale as may be decided by the Executive Council from time to time " and substitute the following words - "or in such scale as may be revised from time to time."

- (ii) Draft Regulations for the M.A. and
Diploma Programme in Public Adminis-
tration

No:EC:68:90:5:01: (ii): The Council RESOLVED to approve the following draft Regulations, as recommended by the Academic Council.

1. Regulations on the Master of Arts
Programme in Public Administration .
2. Regulation on the Diploma Programme
in Public Administration,

The Regulations approved by the Council may be seen at Appendix-II and III.

- (iii) Amendment on the Table under Statute-20
for inclusion of the Principal of "
constituent colleges as a member of the
Selection Committee-

No:EC:68:90:5:01:(iii): The Council RESOLVED to approve the amendment of the Table under Statute 20 as follows- to provide for constitution of a Selection Committee for recruitment of teachers of constituent colleges of the University.

Contd/.../-

- (i) Head, of the Department /the Principal of the college.
- 'ii) One Professor not in the service of the University to be nominated by the Vice-Chancellor.
- (iii) Two persons to be nominated by <the Executive Council, out of a panel of names recommended by the Academic Council for their special knowledge of or interest in the subject with which the Reader or Lecturer will be concerned.
- (iv) Amendments of Ordinance OD-6 on Discipline Among Students in Relation to University Examinations -

No: EC:68:90:5:01 : (iv) The Council RESOLVED to approve the amendments to Clause 6 and Clause 8 of the Ordinance OD-6 on Discipline Among Students in Relation to University Examinations, as considered and recommended by the Academic Council, The amendments, as approved by the Council, may be seen at Appendix-IV.

- (v) Regulation on the M. Sc.(Agri) Programme

No: EC: 66: 90:5:01: (v): The Council RESOLVED to approve the draft Regulation on the M. Sc(Agri) Programme, as recommended by the Academic Council. The Regulation approved by the Council is at Appendix - 'V'.

- (vi) .Amendment of Clause (4) (ii.) of Statute 2(a)

No: E'C:60:90:5:01 : (vi) : The Chairman informed, the Council that Dr. R.K.Mishra had written to him not to take up this item in view of his representation to the Visitor. The Council, therefore, decided to await the decision of the Visitor in the matter.It, however, RESOLVED that the Central Government Rules, as may be amended from time to time, will apply in all other cases.

- (vii) Adoption of Central Government Rules relating to GPF and CPF in NEHU for both teaching and non-teaching staff-

No:EC:68j90:5:01 ; (vii): The Council considered the recommendations of the Committee constituted in pursuance of its Resolution No. EC:67:99:5:01 (iii) and RESOLVED as follows

- (i) The Central Government Rules and orders on GPF and CPF and other pensionary benefits, as may be amended from time to time, be adopted by the University and the benefits be made admissible with effect from 11.9.86.
- (ii) Pension be paid through the State Bank of India or its subsidiary branches or other Nationalised Banks.
- (iii) Additional benefit of qualifying service will be admissible to employees of the University as per the Government Rules.
- (iv) A separate fund for Pension/Gratuity be set up*
- (v) A complete history of service of employees be maintained and the same may be communicated to every employee by 31st January every year for the year ending on 31st December.
- (viii) Interpretation of Statute 2(a) (5) and Statute 3(2)

No:EC:68:90:5:01s(viii): The Council noted that, under Clause-2 of Statute 3, the term of office of a Pro Vice-Chancellor is to be decided by the Executive Council. The Council, therefore, REISOLVED that the term of office- of a Pro Vice-Chancellor shall be co-terminus with that of the Vice-Chancellor and his term shall cease when the Vice-Chancellor ceases to hold his office on the account of his death, resignation, retirement or otherwise. In such an event, the senior-most Professor of the University shall perform the duties of the Vice-Chancellor. Suitable amendments to the Act and Statutes may accordingly be initiated.

5:5 EXAMINATION MATTERS

(i) Remuneration of supervising the scrutiny work of the - Under-Graduate Examination -

Nos EC:68:90:5:05: (1): The Council RESOLVED that a Chairman may be paid an additional remuneration equivalent to the cost of evaluation of 77% of the scripts supervised by him subject to a minimum of Rs. .250/-

(ii) Panel of Examiners (Ph.D) -

No: EC: 68: 90: 5: 05: (ii): The Council RESOLVED to approve the panels of examiners for examining the Ph.D.theses of the following candidates, as recommended by the Academic Council.

<u>Name of the candidate</u>	<u>Department</u>
1. Smti.S. M. Sungoh	Education
2. Snti. Neena Chakraborty	Education
3. Shri H.I.Singh	Education
4. Mr. Julian Laloo	Khasi
5. Mrs. Streamlet Dkhar	Khasi
6. Mr. Coraltong Wolflang	Khasi
7. Mrs. M.B.Jyrwa	Khasi
6. Shri.Subhas Saha	History
9. Mr. Balu M.P.	Chemistry
10.Mr. A. C.Kalita .	Botany
11. Mr. Tawninga .Pachuau	Botany
12.Mrs.Jharna Rani Das	Zoology
13. Mr. Guna Sinshu Das	Zoology
14.Shri M.Konwar	Geography
15.Shri H.Lallungmuana	Khasi
16.Shri John Santar Shangpliang	Khasi

(iil) -Panel of Examiners(M.Phil) -

No: EC:68:90:5:05:(iii): The Council RESOLVED to approve the panels of examiners for examining the M.Phil dissertations of the following candidates, as recommended by the Academic Council.

<u>Name of the candidate</u>	<u>Department</u>
1. Mr. Davidson Diengdoh.	Khasi
2. Mr. T.T.Mukhim	Khasi
3. Miss Leniancy Kharmawlong	Khasi
4. Mrs Horan Deka Borah	Zoology

(iv) Award of Ph.D. Degree

No:-EC:60:90 s 5: 05 : (iv) : The Council RESOLVED to approve award of the Ph.D Degree to the following candidates, as recommended by the Academic Council..

<u>Name of the candidate</u>	-	<u>Department</u>
1. Shri S.Sarma		Geography
2. Shri Rajiv Sharma'		Geology
3. Shri Ashish Gupta		Zoology
4. Shri A.Parthasaradhi		Zoology
5. Mrs. A.Khan		Botany
6. Shri Vary		Bio-Chemistry
7. Shri H.Lallungmuana		Khasi
8. Shri J.S. Shangpliang		Khasi

5:6 Establishment of New Departments/Centres/
Courses

(i) Establishment of Sub-Centres of the
Institute of Self-Organising Systems
and Bio-Physics at Delhi University-
and West Germany -

No:EC:6P 90:5:06:(i).The Council was informed that the University' of Delhi is trying to get Rs. 50,000/- from the University Grants Commission to meet the expenses of establishment of a Sub-Centre of the Institute of Self-Organising Systems and Bio-Physics,NEHU in that University. The University Grants Commission Visiting . ^ Committee had also visited the Institute for assessment and the report of the Committee was awaited. The Council" was also apprised of the provision of the 1st Ordinance on the Institute-of Self-Organising Systems and Bio-Physics which permits under Clause 3,(d) to start Sub-Centres of activity of instrumentation in academic Institutions elsewhere in the country, preferably in Delhi area. But under Section 6(1) of the NEHU Act,1973, the jurisdiction of the University extends only to the States of Meghalaya, Nagaland, Arunachal Pradesh and Mizoram. Setting up of a Sub-Centre, as proposed needs examination in accordance with provisions in the Act. /Statutesand Ordinances, as well as examination of financial implications. However, inhere could be no difficulty in having academic collaboration for certain specific purposes. The Council, therefore, RESOLVED to authorise the Vice-Chancellor to examine the status or sanctity of the 1st Ordinance of the Institute of Self-Organising Systems and Bio -Physics and to take a decision in the matter.It would also be advisable to await the recommendations of the UGC Visiting Team

It was also brought to the notice of the Council that certain equipments had not been installed or were not functioning. The University should take necessary steps to make the equipments operational.

(ii) Establishment of a Post-Graduate
Department of Commerce At Shillong -

No:EC:68:90:5:06: (ii): The Council considered the re-commendation of the Academic Council for starting a Post-Graduate Department of Commerce at Shillong and RESOLVED to approve establishment of the Department. It also noted that there are four feeder Commerce Colleges at Shillong and the present Post-Graduate Department of Commerce of the University at Kohima will stand transferred to the Nagaland University when the latter is established.

5:7 - Affiliation, etc. -

(i) Nomination of NEHU representatives to
the Governing Body of affiliated colleges -

No:EC:68:90:5:07:(i): The Council RESOLVED to approve nomination of the following as NEHU representatives to the Governing Body of the affiliated colleges indicated below, as recommended by the Academic Council.

<u>Name of the college</u>	<u>University representatives</u>	<u>Term</u>
1. Lawngtlai College? Mizoram.	1. St. A. K. Agarwal, Reader . Economics, Aizawl	3 years w.e.f. 4.5.89
	2. Capt. C. Lalkima Public Administration Department, Aizawl.	-Do-
2. Mount Tiyi College Nagaland	1. Dr. N. P. Sinha, Reader in Agronomy, SASRD, Medziphema.	3 years w., e. f. 31.5.89,
	2. Dr. D. Bhattacharjee, Lecturer in Agricultural Engineering; SASRD, Medziphema,	-Do-
3. Union Christian College, Barapani,	1. Prof. T. Ao. English Department	3 years w.e.f. 21.9.88.
	2. Dr. S.C. Daniel, Reader in Philosophy NEHU, Shillong.	-Do-
4. Shillong Commerce College, Shillong.	1. Prof. M.N. Kama, Sociology Department, NEHU, Shillong.	3 years w.e.f. 7.2.90
	2. Prof. R.L. Walli. Department of Political Science NEHU, Shillong.	-Do-

It was brought to the notice of the Council that Champhai College, Mizoram been taken over by the Government of Mizoram-and as such it decided to conclude Champhai College,

U i) Provisional affiliation to
the colleges - →'

No. FC:68:-90:5s07(ii)-: Council RESOLVED to grant provisional affiliation to the following colleges, as recommended, by the Academic Council. The courses of studies and the period for granted which provisional affiliation are ° • are indicated against each of the colleges.

<u>Name of the college</u>	<u>Course of study</u>	<u>Period for which affiliation is to be granted</u>
1. Aizawl North College-	P.U. Arts	1 year
2. Nongstoin College, Nongstoin.	B.'A. Pass Course	3 years
3. Government Aizawl College, Aizawl.	P.U. Science	3 Years
4. Raid Laban College, Shillong.	B. Com •	3 Years
5. St. Anthony's College, Shillong	B.Sc. Honours in Zoology	3 Years
6. Public Jollege of Commerce, Dimapur	P.U.Commerce	3 years
7. Don Bosco College, Tura	.Garo (Elect) at BA level. Garo (Elect) and Behgali (MIL) in P.U. Arts. Statistics in P.U. Science	3 years

5:8 - Others

(i) Introduction of Higher Secondary.
Education (+2 stage) in the School
system of education in Meghalaya -

No. EC:68:90:5:08(i): The Council noted the decision of the Government of Meghalaya for introduction of the Higher Secondary Education (+2 stage) in a phased manner commencing

• from the academic session of 1990-91. It also noted that the Government had issued a Notification extending the jurisdiction of the Meghalaya Board of School Education over the Higher Secondary Stage of Education. The Council RESOLVED to endorse the decision of the Academic Council to urge upon the Government of Mizoram to take similar steps for taking over the +2 stage of education and for switching it over to the school system.

Item No. 6

ADMINISTRATIVE MATTERS

6:2 - Appointment/Creation-upgradation
of posts/ etc -

(i) Confirmation of Shri .A.K. Kundu
as Assistant Librarian -

No*ECs68:90:6:02(i): The Council RESOLVED to confirm the services of Shri A.K.Kundu, Assistant Librarian, Kohima with effect from 5.1.1980.

(ii) Waiving of three months¹ notice
in respect of Dr. S.Prakash,
Lecturer in Zoology, Pachhuilga
University College, Aizawl

No.EC:£8:90:6:02(ii): The Council RESOLVED to waive payment of three months salary in lieu of three months notice by Dr.S. Prakash, Lecturer in Zoology, Pachhunga University College,Aizawl in view of the fact that he was granted EOL from December 16, 1988 to 31st July, 1989 and he tendered his resignation during the period of his leave without pay and his appointment on a higher post as Reader had been regularised in-Dayalbath Education Institute, Agra. His application for a higher post was routed through the University.

REGULATION

ON M.A. IN PUBLIC ADMINISTRATION

Course ,-structure

1. The Course shall comprise of two streams viz. (a) four semesters programme leading to M.A. degree and (b) two semesters programme leading to P. G. Diploma followed by two more semesters programme leading to M.A. degree.(See Regulation on P. G. Diploma Programme)

Admission Requirements

2. (a) A candidate seeking admission to four semesters M.A. programme in Public Administration must have passed Bachelor's Degree, Honours, of this University or a three-year degree course of any other recognised University

(b) He/She must fulfil all other conditions as may be laid down by the University/Admission Committee from time to time.

(c) Reservation of seats for candidates belonging to Scheduled Castes and Scheduled Tribes shall be as per policy laid down by the University from time to time.

(d) In all cases of admission, the decision of the Admission Committee shall be final.

Examination and Scheme of Papes

3. (a) The duration of the M.A. Programme shall be two academic years.

(b) The course shall be whole time course.

(c) The course shall be divided into four semesters and there shall be an examination at the end of each semester.

(d) The scheme of papers and course contents shall be prescribed from time to time.

4. The attendance requirements, completion of course or courses, the procedure for admission to end-semester examinations, the declaration of the results, the gradation and award of the Degree shall be as prescribed by the Ordinance on the Master Degree Programmes in Arts, Science and Commerce (OC-7).

REGULATION OK P. G. DIPLOMA IN PUBLIC ADMINISTRATION

Courses Structure

This shall be a two-semester course leading to the award of

Admission Requirements

- (a) The candidates seeking admission to Diploma Programme must have passed the honours degree examination from North-Eastern Hill University or from any other recognised University. Alternatively, candidates possessing a pass course bachelor's degree (Two Years) are also eligible for admission to the Diploma Programme provided they possess a minimum of two years of work experience in a governmental, semi-governmental, or private organisation.
- (b) A candidate who has passed the P. G. Diploma from the North-Eastern Hill University and possesses an honours bachelor's degree (Three Years) shall be eligible for admission to M.A. Programme at the third semester provided that he/she has secured 50% marks in the P. G. Diploma. If admitted to M.A. Programme at the third semester, he/she shall be required to complete third and fourth semesters within Six semesters from the date of admission to P. G. Diploma Programme. (A candidate who is admitted to the Diploma Programme with a pass course bachelor's degree shall terminate his/her study at the Diploma level and shall not be eligible for admission to the M. A. Programme.).
- (c) He/she must fulfil all other conditions as may be laid down by the University/Admission Committee from time to time.
- (d) Reservation of seats for candidates belonging to Scheduled Castes and Scheduled Tribes shall be as per policy laid down by the University from time to time.
- (e) In all cases of admission, the decision of the Admission Committee shall be final.

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Examination and Scheme of Papers

(a) The duration of the P G. Diploma Programme shall be one academic year.

The course shall be whole time course.

(c) The course shall be divided into two semesters and there shall be an examination at the end of each semester.

(d) The scheme of papers and course contents shall be prescribed from time to time.

The attendance requirements, completion of course or courses, the procedure for admission to end-semester examinations, the declaration of the results, the gradation and award of the diploma shall be as prescribed by the Ordinance-on the Master Degree Programmes in Arts, Science and Commerce(OC-7).

APPENDIX-'IV'

AMENDMENT OF CLAUSES 6 AND 8 OF ORDINANCE O.D.6-ON
DISCIPLINE AMONGST STUDENTS IN RELATION TO UNIVERSITY
EXAMINATIONS.

Existing Ordinance

Amendment approved by Academic
Council.

6.(a)The Superintendent of the Examination Centre shall report to the Controller of Examinations without delay and on the day of the occurrence, if possible, each case where use of unfair means in the examination is suspected or discovered with full details of the evidence in support thereof and the statement of the candidate concerned, if any, on the forms supplied by the Controller of Examinations for the purpose.

(b)A candidate shall not be forced to give a statement but the fact of his having refused to make a statement shall be recorded by the Superintendent and shall be of the Supervisory Staff, if on duty, at the time of occurrence.

The power of expulsion of candidates for the entire examinations of paper as specified in Section 4 of the NEHU Ordinance OD-6 in respect of unfair means detected in the Examination Hall and the premises of the Centre shall vest in the Officer in-charge of the Centre who shall decide the matter with the help of a Centre Discipline Committee formally constituted for the purpose and shall report the matter immediately to the Controller of Examinations along with all incriminating materials for the consideration of the NEHU Discipline Committee.

A candidate shall not be forced to give a statement but the fact of the having refused to make a statement shall be recorded by the Officer in-charge and shall be got attested two other members of the Supervisory Staff, if on duty, at the time of occurrence.

That decisions regarding the quantum of punishment beyond one year and other reported offences shall vest in the NEHU Discipline Committee.

Contd/.. ./-

Existing Ordinance

Amendment approved by Academic Council.

(c) A candidate detected or suspected to be using unfair means in the

examination, shall be permitted to

answer the remaining part of the question paper, but on a separate answer book and the answer book in which the use of unfair means is suspected shall be seized "by the Superintendent, who shall send the answer books to the Controller of Examinations with his report.

Deleted

(d) All cases of use of unfair means specified in Clauses d,e,l,n,o, . q of paragraph 4 shall be reported immediately to the Controller of Examinations by the Examiner paper setter, evaluator or the person connected with the University Examination as the case may be, with all the relevant materials.

All cases of use of unfair means specified in sub-clauses d,e,l,n,o,q of clause 4 shall be reported immediately to the Controller of Examinations by the Examiner papersetter, evaluator, tabulator or the person connected with the University Examination as the case may be ,with all the relevant materials.

8.(i) The Examination for the session or paper in respect of which a candidate is found to have used unfair means specified in clauses (a) and (b) of paragraph 4 be cancelled.

The Examination for the session or paper in respect of which a candidate is found to have used unfair means specified in sub clauses (a) and (b) of clause 4 be cancelled.

(ii) The examination for the session or paper or the entire examination of a candidate in respect of which he/she is found to have used unfair means specified in clauses c,d,e, and f of paragraph 4 be cancelled.

The paper or the entire examination of a candidate in respect or which he/she is found to have used unfair means specified in sub clauses c,d,e,f, and g of clause 4 be cancelled.

iii) The entire examination of the candidate in respect of which he is found to have used unfair means specified in clause g of paragraph 4 he cancelled and the candidate shall "be disqualified from appearing at any University examination for a period of one year.

Deleted

iv) The entire examination of candidate in respect of which he/she is found to have used unfair means specified in Clauses h,i,j,k,l,m,n,o of paragraph 4 be cancelled and the candidate shall further be disqualified from appearing at any University examination for a period of three years.

The entire examination of candidate in respect of which he/she is found to have used unfair means specified in sub-clauses h,i,j,k,l,m,n,o of clause 4 be cancelled and the candidate shall further be disqualified from appearing at any University examination for a period of one year.

(v) The entire examination of a candidate in respect of which he/she is found to have used unfair means specified in Clauses p and q of paragraph 4 be cancelled and the candidate shall further be disqualified from appearing at any University examination for a period of five years.

The entire examination of a candidate in respect of which he/she is found to have used unfair means specified in sub-clauses p and q of clause 4 be cancelled and the candidate shall further be disqualified from appearing at any University examination for a period of two years.

ANNEXURE - 'A'

NORTH EASTERN HILL UNIVERSITY
SCHOOL OF AGRICULTURAL SCIENCES & RURAL DEVELOPMENT
(SAS UD)

WEDZIPPHEMA - 197 106, NAGALAND.

Regulation on the M.Sc(Agri.) Programme

G E N E R A L

1. 1. Academic session : The academic session shall be divided into two academic terms of 100 working days **each**, known as semester.
- 1.2. Date of Enforcement : These regulations shall come into force with effect from 18.08.1988.

A D M I S S I O N

- 2.1. Duration of Programme: Normal duration of M.Sc (Ag.) course shall be of four semesters. However, it may be increased for a student by two semesters by the Dean on the recommendation of advisor and the head of the Department concerned for any eventuality.
- 2.2. Students Responsibility: Each student studying in this school is expected to know the requirements for award of degree including the general academic requirements and assume full responsibility for meeting them. He/She is expected to be constantly in touch with his/her major advisor and the advisory committee members for guidance on academic matters. In no case will a regulation be waived or exception made.
- 2.3. Advertisement: For admission purpose an advertisement will be published in the National and local Newspaper each year by the University.
- 2.4. Reservation: The distribution of authorised seats in the post graduate courses shall be as under :-

1. Open Category	- 20% (One seat out of 5)
2. Reserved for SC/ST	- 60% (3 seats out of 5)
3. University quota	- 20% (1 seat out of 5).

2.5. Procedure of Application : Application for admission shall be made in prescribed form obtainable from the Dean, School of Agricultural Science & Rural Development, (SASRD) Medziphema, Nagaland or the Registrar, North Eastern Hill University (NEHU) Shillong.

The candidate must in his/her own interest fill up the application form most carefully and ensure that all relevant certificates are enclosed. An incomplete application or that received after last date of submission shall not be considered for admission. Attested copies of the following certificates and documents will be required. However, the following original certificates must be produced for verification at the time of admission.

- a. Proof of date of birth.
- b. Matriculation or equivalent certificate and marksheet.
- c. Pre-University examination certificate and marksheet.
- d. B.Sc(Ag) mark sheet and certificate.

2.6. Selection of Candidates for Admission: Admission to open category shall be made purely on the basis of the merit and other qualifications and experience of the candidate. The candidates desirous to seek admission must submit their applications to the Dean. SC/ST candidates may also compete for open category.

Reserved category is strictly meant for SC/ST candidates belonging to North Eastern Hill Region (Meghalaya, Mizoram, Nagaland, Arunachal Pradesh, Tripura & Manipur). The candidates desirous of seeking admission may send their application to the Dean. The admission to this category shall be made purely on the basis of merit and other qualifications and experience of these candidates.

University quota is strictly meant for candidates who are the blood relations of the University faculty members/staff. Candidates desirous to seek admission in University quota must submit their application to the Dean. The admission will be made on the basis of the merit and other considerations.

Department will prepare a consolidated list of all applicants for the total number of seats authorised by the University. If there are no candidates against 20% University quota, 40% of the seats should be filled up on merit basis and shall include SC/ST students who by merit can figure in the open list. From the remaining seats, a list of candidates belonging to SC/ST will be prepared and the seats will be filled up from those candidates in order of merit. Departments may, if considered necessary, conduct written test/interview for admission for reserve category candidates. Performance of a candidate in the under graduate course together with test/interview if any shall be taken into consideration while preparing the merit list of the candidates. Weightage of test/interview shall however, not exceed 50%.

Department shall constitute admission committee and assign them specific responsibilities.

2.7. Number of seats: Total number of seats in each department shall be five. However, on the recommendation of the Head of the Department, the number of seats can be decreased/increased by the Dean of the School in special circumstances depending on shortage/addition of faculty members to supervise thesis work.

2.8. Eligibility:

(a) M.Sc (Ag) programme in various disciplines of this school shall be open to those who have passed B.Sc (Ag) of this University or an equivalent degree from the recognised institution with a minimum of 60% of marks or equivalent overall grade point average. Also, student must have secured 60% marks in all the courses of concerned discipline. The relevant course in Soil Science, Agril., Engineering and Agronomy. This applies to all categories of candidates. For admission in reserve SC/ST category, a relaxation of 5% marks in total aggregate of candidate will be given to candidates who are the product of this school and who are in service candidate and have been in service for a minimum of three years. However, in no case this relaxation will exceed five percent.

(b) Part time students will not be eligible for admission to M.Sc(Ag.) Programme.

(c) Students with B.Sc.(Ag) A.H. B.Sc.(Dairying) and B.V.Sc. and A.H. may be considered for admission in Animal Sciences.

(d) Admission to M.Sc.(Ag) programme shall be done in the beginning of academic session only.

- 2.9. Age Limit: A candidate who has crossed the age of 28 years in case of Master's degree programme at the time of admission shall not be admitted provided that this regulation shall not apply to other candidates as may be specifically exempted by the Vice-Chancellor on being satisfied that there were good grounds for seeking admission to the concerned programme after attaining the prescribed age.
- 2.10. Refusal of Admission: The Vice Chancellor reserves the right of refusing admission to any candidate, even though he may fulfil the academic requirements for admission on the basis of the criteria laid down in these Regulations, for reasons to be recorded in writing, whose admission, in the opinion of the Vice Chancellor, is not in the interest of the University.
- 2.11. Residential Requirements: Minimum residential requirements shall be four academic semesters (2 years).
- 2.12. Registration : Following the advertisement, as detailed earlier, registration of candidates selected for admission as well as of continuing students shall be completed on scheduled date(s) notified by the Dean.
- 2.13. Mode of Registration: Registrations shall consist the following steps:
1. Meeting with the Advisor,
 2. **Enrolment** of the students in various courses with individual instructors.
 3. Payment of the University fees and other dues in the Office of the Dean. Dean's office intern, will forward a copy of the same to the respective Heads of the Departments for their record.
 4. Depositing personally with the Dean concerned the prescribed Registration Card/forms, duly filled in and signed by the Advisor and Instructors.

Registration for the first semester of the year of a programme is a part of admission procedures and shall be governed by the admission rules. However, students admitted for the first time shall deposit their fees on the date notified in the select list of students by the Dean/Head of the Department.

Formal registration of students in the prescribed manner is compulsory, and failure to do so within three days of the registration shall lead to cancellation of selection, notwithstanding the dues having been paid. The seats so fallen vacant shall be offered to the candidates on the waiting list in order of merit. In the event of a newly admitted student being permitted by the Dean concerned to register late by three days, the students shall pay late registration fees of Rs. 25/- for the first day and Rs. 10/- for each subsequent day.

2.14. Registration of Continuing Students:

(a) Registration in the subsequent semester shall take place on the date and time notified in the Academic Calendar.

(b) If during the days of registration a student happens to be outside the campus with the prior permission of the Dean/Head in connection with his studies, field work, research or co-curricular activities, he may be allowed to register in absentia.

2.15: Summary Cancellation of Registration:

The Vice Chancellor on the recommendation of the concerned Dean may summarily cancel the registration for the semester of any student(s) who indulge(s) in acts of indiscipline, absent(s) from classes without permission or without any valid reason or in whose case(s) the Vice Chancellor has reasons to believe that his/her continuance would not be in the interest of the University.

2.16. Registration necessary for award of Degree:

In case a student studies a course without registering in the prescribed manner, he/she will not be awarded any grade in that course.

- 2.17. Credit Requirements: Minimum total credit hours requirement shall be 60. Out of this, minimum 45 credit hours shall be for course work and 15 for thesis. Course credit requirement shall be divided into major and minor fields as detailed below:
- a. Major field - Minimum of 30 Credit hours.
 - b. Minor field - Minimum of 15 credit hours.
- 2.18. Major Field: The particular course in which a student is admitted for M.Sc.(Ag) degree shall be his/her major field.
- 2.19. Minor Field: The related courses from departments other than the Major Field shall constitute the minor field. The department in which he/she offers a minimum of 6 credit hours shall be treated as minor field. One course of Statistics having 4 (3+1) credit hours will be compulsory for all students.
- 2.20. Seminar: A student shall be required to offer in major field one seminar of one credit hour. Seminar will be evaluated and percentage of marks obtained could be counted towards his/her O.C.P.A.
- 2.21. Credit Load: A student shall offer a minimum of 10 credit hours excluding thesis credits in first three semesters.
- 2.22. Record of Class Attendance: Each Instructor shall maintain a record of the Students attendance in each course taught by him in each semester in a prescribed register.
- 2.23. Minimum Class Attendance: Each student shall be regular in attending classes and shall be required to attend at least 80% of lectures delivered and practicals conducted in each courses. A student, failing to fulfill the requirement, shall not be allowed to appear in the End term examination.
- The Instructor shall notify the names of the **students** falling short of attendance at least three days before the conduct of the End term examination and a copy of the same will be sent to the concerned Dean through the Head of the Department.
- 2.24. Relaxation in attendance: Under special circumstances authorised absence under official directives such as:-
1. Representation in Academic, games, sports and extra curricular activities of state or national level.
 2. Hospitalization.

3. Physical disability or such like a student may be grant condonation of attendance provided his/her attendance does not fall short on 75%.
- 2.25. Addition or Withdrawal from Course(s): Subsequent to the registration, a student may add or withdraw course (s) in the manner prescribed below:-
1. Application for addition or withdrawal shall be made in the prescribed 'Change of Course' form obtainable from the office of the Dean.
 2. The Advisor of the student shall give his recommendation through Head of the Department.
 3. After completing (2) above, the student shall obtain the approval of the concerned Dean **for the change.**
 4. In the event of the permission of change being granted by the Dean, the student shall deposit the prescribed fee.
 5. After the fee has been deposited, the student shall deposit one copy of the 'Change of Course' form with his advisor and the remaining three copies in the office of the Dean. The Dean shall inform within three days, the Instructor (s) concerned and the Head of the department about the addition or withdrawal of the courses by the student and also forward copy of the completed 'Change of Course' form to the Registrar.
 6. The change shall become effective only when all the requirements mentioned above have been completed.
- (b) Course(s) may be added by a student not later than two weeks from the date of registration by paying a fee of Rs. 10/- per course.
- (c) Students may withdraw from course(s) in the manner prescribed above without payment of fee upto two weeks from the date of registration. The course(s) withdrawn within the prescribed period shall not be shown on the transcript.

The students normally shall not be permitted to withdraw from course (s) beyond a period of two weeks as specified in clause (c) above.

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However, under special circumstances or to remove genuine difficulties given here under, Dean concerned may, on the recommendation of the Advisor concerned submitted through Head of the Department, permit withdrawal of course(s) beyond two weeks from the date of registration upto the end of the week following the completion of Mid term examination on payment of a fee of Rs. 25/- per course and the student will be awarded 'w' grade(s) for the withdrawn courses which shall be shown on the semester Report.

2.26. Repeating of the Course: Repetition of course is allowed under the following conditions:-

1. When a student fails in a course.
2. On medical ground with permission of the authority.
3. Repetition shall be allowed only once.

2.27. Withdrawal from the School:

- (a) Every enrolled student shall be required to register at the beginning of each semester till the completion of the degree requirements, unless otherwise permitted by the Dean, failing which his/her enrolment shall be cancelled. Re-admission in such cases shall be by petition and not as a matter of right.
- (b) Permission to withdraw from the School for a semester shall not be granted unless the application is made through the Advisor & Head of the Department to the Dean at least one week before the next semester.
- (c) In exceptional circumstances, including those stated in (d) below, where the Advisor and the Head are satisfied, permission may be granted by the Dean.
- (d) Permission to withdraw from the School for a semester shall be accorded on the following grounds.
 1. A student has been ill and his application has been supported by a medical certificate from the University Medical Officer or the Medical Officer of a Government Hospital.
 2. In the event of death of a close relative.

3. In case of an accident whereby a student has been disabled temporarily and is not in a position to attend his/her classes.
 4. In the event of the student's own marriage or confinement or his/her getting an employment.
- 2.28. Transfer of Students: A student may be granted transfer from a University (or an institution deemed to be a University), following a comparable system of education, to this University with the consent of the competent authority of other institution and Dean/Registrar of this University.

Provided that the seat is available, the student is academically on 'Good standing', is not seeking transfer in the final year of a programme and fulfill the requirements. The student shall be required to produce the transcript of courses and character certificate from his/her previous institution.

A committee constituted by the Dean shall examine the courses/subjects already studied by the student, the syllabi thereof, the examinations passed and may also, if considered necessary, conduct a proficiency test to determine the transfer of credits and the course(s) from which the student may be exempted. In such a case, only the credits shall be transferred but not the grades. The overall grade points & average of the student shall be determined entirely on the basis of the course undertaken by him in NEHU, SASRD and the credits earned therein. Merit scholarships (UGC/NEHU/ICAR) in such cases shall automatically stand terminated with effect from the date of transfer.

2.29. Advisory Committee:

2.29.1. Composition of Advisory Committee:

M.Sc.(Ag) Student shall be guided by an Advisory Committee comprising minimum of three members (but not more than five), two representing the Major field and one representing the Minor one. The supervisor of thesis appointed by the Head of the Department concerned shall be the Advisor/Chairman. The Chairman of the Advisory Committee shall proposed the names of other members of the committee to the Head of the Department who will approve it.

An Advisor shall be assigned to each post graduate student by Head of the Department in which the student is majoring under intimation to the Dean. The Advisor shall be known as Major Advisor who must be a specialist in the field of studies of the student and shall be the faculty member of this Institute.

2.29.2. Functions of the Advisory Committee:

The Advisory Committee shall guide a student in the choice of courses in major and minor fields, the selection of suitable research problems for thesis and in all matters relating to his/her academic activities. Outline of research work of a student in the prescribed proforma (Annexure I) and recommended by the Chairman and members of the advisory committee shall be sent for approval of the Dean by the end of the first semester from the date of admission.

The details of the course programme of a student prepared by Advisory Committee shall be submitted to the Head of the Department before the end of the first semester.

2.30. Programme of Study: By the end of the first semester of joining of the student, a detailed programme of studies giving the course requirements of the students admitted to the Master's Degree shall be prepared by the respective Advisory Committee, and submitted through the Head of the Department to the Dean of the School for his approval. The programme of studies may not specify the title of the thesis, the broad area sub-discipline in which the thesis may be written be mentioned in the programme of the studies and the exact title of the thesis be got approved by the end of the 3rd semester of the student as per the procedure.

2.31. Subject of Thesis:

(a) The synopsis of thesis, on the prescribed proforma, must reach the Dean, through Head of the Department latest by the end of the second semester from the date of enrolment of the student.

(b) The subject of thesis must be approved by:-

(1) The Advisory Committee of the student.

2. Head of the Department in which the student is offering his/her major subject.

3. The Dean.

(c) The approved problem for research shall be communicated by the Dean to the Head of the Department concerned and Major Advisor not later than the middle of the third semester from the date of enrolment of the student.

(d) If the synopsis is not submitted in time, as laid down in (a) above, the concerned student shall not be allowed to earn research credits till he complies with this requirement.

(e) Change in the synopsis of the thesis can be made with the prior written permission of the Dean. A request for this approved by the authorities listed in (b) above should reach the office of the Head/Dean at least two months prior to the submission of the thesis.

E Examination, Evaluation and Grading :

3.1. Examination: The School follows semester system with internal evaluation. The performance of the student will be evaluated in each course through mid term test, practical examination and end term test totaling 100 marks. The distribution of marks for various tests will be as follows:

<u>Examination</u>	<u>Duration</u>	<u>Weightage Marks</u>	
		<u>Courses with Practical</u>	<u>Courses without Practical.</u>
Quiz/Assignment	15mts. for Quiz.	10	10
Mid term	2 hours	30	30
End term	3 hours	40	60
Practical	3 hours	20	-

There will be no make up examination for any of the above examination. If a student fails to write examination at scheduled date, he/she will be allowed to write the same in coming semesters whenever the concerned course is offered, but it shall never be allowed to exceed the residential requirements of the students. There should be two quizzes/Assignments not exceeding five marks each.

3.2. Preparation of the Examination Schedule : The schedules for Mid term and End term examinations shall be prepared by the Head of the Department and notified to the students and teachers at least seven days before the commencement of the former and ten days before the commencement of the latter.

3.3. Medium of Examination/Instruction: The medium of Examination shall be English, unless specified otherwise.

3.4. Appearing in Mid Term and End Term Examinations :

Candidates coming late more than 15 minutes in case of the Mid term examination and more than 30 minutes in case of end term examination shall not be allowed to appear in that examination and no examinee be allowed to go out of the examination hall for the first one hour.

3.5. Conduct of End Term Examination:

(a) The concerned Instructor shall reach the place of examination sufficiently before the commencement of the examination concerned.

(b) In case any Instructor goes on leave during the End term examination, Head of the Department shall be responsible to make necessary arrangements to hold the examination as per schedule.

(c) Practical Examination will be conducted by the concerned course teacher.

(d) Instructor finding any student resorting to unfair means in the examination or creating disturbance or acting in any manner so as to cause an inconvenience to other students in the examination hall, shall report the matter at once to the Dean concerned for suitable action.

- 3.6. Evaluation: Each course in semester system is given certain number of credit hours on the basis of amount of work done in the course in class room, laboratory and field. The system of grading will be 10 point grading system.
- 3.7. Grade : Grade in the course shall be submitted by the concerned Instructor on the basis of the marks obtained in the course including the End term examination and copy of the same will be sent to the Dean through Head of the Department.
- 3.8. Minimum Qualifying Grade : A student must secure minimum qualifying GPA at least 6.0. to pass the course which is equivalent to 60% marks obtained in the course. For award of the degree, OGPA of 6.0 will be the minimum qualifying O.G.P.A.
- 3.9. Award of Division:
- | | | |
|----------------|---|----------------------------|
| Ist Division | - | OGPA 7.5 and above. |
| IIInd Division | - | OGPA 6.0 to less than 7.5. |
- 3.10. Award of Distinction: The student getting 9.0 OGPA or above will pass with distinction.
- 3.11. Scrutiny of Grades : If a student discovers any discrepancy in the totalling of marks etc., he/she shall report to the teacher and the same will be notified by the teacher. The teacher will correct the grade sheet with the knowledge of the Dean.
- 3.12. GPA and OGPA: At the end of each semester the credit point in each course will be calculated by multiplying credit hours by grade points obtained in particular course(s). To calculate the semester grade point average (GPA) of the student the total number of credit points obtained will be divided by total credit hours of the student in a semester. The grade point average will be calculated in the manner as shown below :-

<u>Course</u>	<u>Credit Hours</u>	<u>Total Marks obtained</u>	<u>Grade point</u>	<u>Credit point</u>
1.	3	75	7.5	22.5, (7.5 x 3)
2.	3	85	8.5	25.5, (8.5 x 3)
3.	2	65	6.5	13.0, (6.5 x 2)

$$\text{GPA} = 60/8=7.5.$$

3.13. Conversion Formula: Conversion formula from OGPA to percentage of marks: $OGPA \times 10 = \text{percentage of marks}$.

3.14. Grade Sheet: The grade sheet in the prescribed form will be issued by the Dean or any other officer authorised by Dean and shall be forwarded to the student/his guardian. A copy of grade sheets shall be send to the Registrar/Controller of Examinations.

Tabulation of Result:

(a) Tabulation of the results shall be done from the Instructor's grade sheet in the office of the Dean and the Registrar separately, simultaneously and independantly of each other.

(b) The tabulation sheets shall be supplied by the Registrar and tabulation at both the offices shall be done in accordance with the procedure and rules prescribed by the Registrar.

(c) Each tabulation sheet shall be signed by the dealing Assistant, officer concerned and Incharge, Academic Cell.

3.15. Checking of Tabulation Sheets: After the tabulation, tabulated sheets in the office of the Dean are ready he shall send it to the Registrar which shall be returned to him after the results are declared.

3.16. Preparation of Semester Report:

(a) After collection of the results, the office of the Registrar shall transcribe the grades on the individual semester sheets.

(b) The Semester Report sheets shall mention specifically both the title of the course, the course number and credit hours.

3.17. Comprehensive Examination: When a student has completed 75 per cent of his/her course requirement he/she shall be required to take a comprehensive examination. This examination will be written as well as oral and conducted by the Advisory Committee. The performance will be

termed as 'Satisfactory' / 'Unsatisfactory', and the student has to complete this examination as satisfactory as a part of the requirement for the award of degree. In case the performance of a student in the comprehensive examination is unsatisfactory he/she will be required to reappear at the examination after the expiry of one semester. Not more than one chance will be given to improve his/her performance after which his/her name will be struck off from the rolls of the school.

Oral Comprehensive : The oral examination shall be conducted by examiner along with the Advisory Committee on a date fixed by the Head of the Department after the candidate has successfully completed the written comprehensive examination. The candidate shall be graded as 'Satisfactory' or 'Unsatisfactory', and the student has to complete this examination as satisfactory as a part of the requirement for the award of degree.

3.13. Appointment of External Examiners :

(a) Head of the Department concerned, in consultation with the Major Advisor, shall submit a panel of three names for each area of specialisation to the Dean, who shall select and appoint one person from the panel as External Examiner.

(b) Normally no person should be appointed as External Examiner for more than two years and/or more than twice in each academic session consecutively. After a break of year or more, the same person can, however, be eligible for reappointment.

3.19. Research and Thesis: Requirement for the Master's Degree shall include successful completion of scientific investigation and creditable research reported in the form of thesis.

3.20. Submission of Thesis:

(a) A candidate for Master's Degree must present to the Dean five type written and bound copies of the thesis approved by the Advisory Committee and forwarded by the Head of the Department latest by the end of the

semester. In case of fellowship holders, the number of copies to be submitted shall be as prescribed by the Dean keeping in view the additional demand of functioning agency.

(b) If a candidate fails to submit the thesis before the commencement of the subsequent semester he/she shall be required to register for that semester too.

(c) The student shall not be required to pay any fee for the period between the submission of thesis and conduct of the viva voce examination. For all purpose, the student shall be considered to have been enrolled till the end of the month in which the thesis is submitted.

3.21. Thesis Evaluation: The thesis will be evaluated by the Chairman (Guide) of the Advisory Committee and one External Examiner. A panel of three names will be suggested by the Chairman of the Advisory Committee in consultation with the Head of the Department, out of which one name will be approved by the Dean to work as external examiner, under intimation to the Controller of Examinations.

The thesis shall be send to examiners for evaluation:

1. If the reports are favourable, thesis viva voce shall be conducted by the members of the Advisory Committee and the External examiner.
2. If one of the reports is unsatisfactory, the thesis will be sent to the third examiner, whose report will be final.
3. Provided that any student whose thesis has been adjudged 'Unsatisfactory' under clause (2) above, resubmit his/her thesis after a lapse of two semesters. Resubmission will be permitted only once.
4. The external examiner may be requested to submit his evaluation report within a period of two months.

3.22. Thesis Viva Voce Examination:

(a) The external examiner recommending the acceptance of M.Sc.(Ilg.) thesis will conduct the thesis viva

voce examination on a date and at a place fixed by the Head of the Department in consultation with the Major Advisor.

- (b) A post graduate student failing to show 'Satisfactory' performance in the thesis viva voce examination shall be permitted by the Dean to take the examination again after the expiry of least three months from the date of the first viva voce examination. No further chance to take the viva voce shall be given and the student shall stand dropped.
- (c) In the event of absence of the Major advisor due to unavoidable circumstances, the Head of the Department himself may act as an advisor or nominate another teacher of the department to conduct the viva voce.

4.0. Readmission of Students: Students who withdraw from the University or who have been dropped from the University may petition to the Vice Chancellor for readmission. However, on readmission, such students shall be treated as continuing students for meeting the academic requirements and shall not be required to pay fees for the discontinued period.

4.1. Scholastic Probation: If a student fails, at the end of the semester to achieve the minimum standard prescribed, i.e., GPA 6.0 equivalent to 60% marks, he/she shall be placed on 'Scholastic Probation' for the duration of the following semester.

4.2. Dropping from the University: A student who fails to achieve the overall grade point average specified above at the end of the second or the fourth semester, as the case may be, shall stand dropped from the University and such a student shall have no right to petition for re-admission.

4.3. Re registration: If a student fails in a course he/she will be allowed once to re register in the said course. If a student fails in a particular course twice, he/she will be removed from the School.

- 4.4. Provision of Audit: A student may audit a course if he/she so desired or if recommended by his/her advisory committee. The course shall be evaluated as satisfactory/unsatisfactory. There will be no examination for an audit course. The word 'AUDIT' shall be written in the script (on successful completion) where the course has been audited.
- 5.0. Eligibility for Award of Degree : A student has to pass all the prescribed courses for the degree, he has registered for and to obtain a minimum of 6.0 OGP%. To get a degree a student must complete his/her courses and thesis work within 3 years. Under special circumstances however, the period may be extended by the School Board.
- 5.1. Leaving the School: No student shall be deemed to have left the University unless he/she has obtained a clearance certificate from all concerned.
- 5.2. Refund of Security: The refund of security to a student shall be made only after he has obtained a 'Clearance Certificate' from the Dean. The refund of security shall be permissible upto a period of two years from the date the student leaves the University, whereafter it shall stand credited to the amalgamated fund of the Institute.
- 6.0. Breach of Discipline, Punishment and use of Unfair Means thereof: Same as the procedures followed by NEHU.
- 6.1. Conduct Probation: A student involved in the violation of the rules and regulations of the University or in any way involved in any act of indiscipline may be placed on Conduct Probation by the Dean for a specified period. During the period of this Conduct Probation the student shall stand debarred from representing the institute or University in any meet, tournament, youth festival, cultural competition etc., shall also remain suspended from any office that he may be holding in any student organisation, and shall not be entitled to achieve any scholarship/stipend/fellowship. Another act of indiscipline by the student during the pendency of conduct of probation may lead to the 'Rustication' of the student, to be effected by the Dean of the School. If a student who has been on conduct probation on two previous occasions commits an act of indiscipline, he may be subjected to 'Exulsion' to be effected by the Vice Chancellor.

The act of placing a student on Conduct Probation shall be noted in his personal file, and in case of consistently good conduct subsequently recommended by the discipline committee, the adverse remark shall be expunged from the record.

6.2. Rustication: A student involved in any act of indiscipline or any other act likely to bring disrepute to the University may be rusticated from the Institute for a specific semester(s), by the Dean and will be required to leave the College and the hostel immediately. This shall be noted in the personal file.

6.4. Expulsion: A student involved in any act of gross indiscipline or any other act likely to bring disrepute to the University may be expelled from the University by the Vice Chancellor on the recommendation of the Dean and shall be debarred from readmission in the University. The punishment shall be entered in the personal file with intimation to Registrar for further needful action.

Before awarding the punishment the student shall be given an opportunity to be heard in person and to explain his conduct in writing. During the pendency of enquiry, the student may be suspended from attending the classes and appearing in the examinations by the Dean. In case, the student does not co operate in the conduct of the enquiry, a notice of ten days effective from the date of its issue shall be treated as sufficient opportunity given to the student. If the student fails to respond to this notice, ex-parte decision shall be taken.

A copy of the Order imposing any of the above punishments shall be sent to the parent/guardian/sponsoring Institution of the student.

Students punished of 'rustication' may, at the discretion of the Dean, be readmitted after the expiry of the period of punishment on such conditions as may be prescribed by the Dean in his behalf.