

THE NORTH-EASTERN HILL UNIVERSITY ORDINANCES**OB-3****ON THE POWERS AND FUNCTIONS OF THE
DEANS OF SCHOOLS**

*Under Section 26 (1) (q) of the NEHU Act, 1973
read with Clause (3) of Statute 6*

1. The Dean of the School shall:
 - i. co-ordinate and generally supervise the teaching and research work in the School through the Heads of the Departments;
 - ii. maintain discipline in the class rooms through the Heads of the Departments;
 - iii. keep a record of the evaluation of sessional work and of the attendance of the students at lectures, tutorials or seminars when these are prescribed;
 - iv. arrange for the examinations of the University in respect of the students of the School in accordance with such directions as may be given by the Academic Council;
 - v. convene and preside over meetings of the Board of the School and keep the minutes of the meetings of the Board; and
 - vi. perform such other academic duties as may be assigned to him by the Academic Council, the Executive Council or the Vice-Chancellor.