

MEMORANDUM

Sub: - (i) Powers and functions of the Chief Proctor, NEHU

A Committee was constituted to earmark the powers and functions of the Chief Proctor of the University and met on 4.11.97 and 18.11.97 respectively and decided on the powers and functions of the Chief Proctor as per the minutes at Annexure- A

The matter is placed before the Council for approval.

NO.F.5-8/Estt.II/97 Dated Shillong, the 9th Dec., 1997.

NEXURE - A

MINUTES OF THE COMMITTEE TO EXAMINE THE POWERS
AND FUNCTIONS OF THE CHIEF PROCTOR.

The committee had two meetings i.e on 4.11.97 and 18.11.97 in the Pro-Vice Chancellor's room. The members who were present in the meeting are as follows :-

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| 1. Prof. (Mrs) K.S. Lyngdoh | - Chairman |
| 2. Sri. P.S. Kynjah | - Member |
| 3. Prof. P. Passah | - Member |
| 4. Dr. K. Ismail | - Member |
| 5. Dr. B. Kharbuli | - Member |
| 6. Dr. B.S. Mipun | - Member |
| 7. Mrs. B. Barch | - Convener |

1. The Proctorial set up of the University shall comprise of Chief Proctor and Proctors.
2. The Committee recommended suitable amendment to Statute 9 of NEHU Statute to make provision for the post of Chief Proctor in the University.
3. The Chief Proctor should be appointed by the Executive Council from among the teachers on the recommendation of the Vice-Chancellor.
4. The Chief Proctor shall not be below the rank of a Professor.
5. Every Proctor shall hold office for a term of 3(Three) years and shall be eligible for re-appointment.
6. The Chief Proctor shall be the Ex-officio member of the University Disciplinary Council. The Committee recommends that Clause OD-8 sub-clause 6(1) of the Ordinance may be amended.
7. The Chief Proctor shall be responsible for the maintenance of discipline of the students/university employees and law and order within and outside the premises of the University.
8. The Chief Proctor shall have the authority to question any student/employee of the university on any matter affecting the university or personal life of the person(s) concerned. The students and employees should co-operate in giving relevant information in connection with the case.

9. The Chief Proctor shall be responsible for the protection of the University properties.

10. The Chief Proctor shall be assisted in discharging the duties by one or more Proctors appointed by the University.

11. The Chief Proctor shall make enquiry in all cases of indiscipline of the students/university employees within and outside the University. On securing documentary evidence, he/she shall take such disciplinary action, as he/she may feel necessary, subject to the overall control and order of the Vice-Chancellor.

12. The Chief Proctor shall have the authority to take action regarding the indiscipline amongst the students, as provided in OD-8, clause 4 and 5 of the Ordinance.

13. The Chief Proctor shall have the authority to question any student/employee on any matter affecting the University.

14. Any breach of discipline and dis-obedience of the orders of the university shall be reported to the Chief Proctor for his/her immediate attention and necessary action.

15. All matters relating to the damage or tampering done to the university properties shall be reported/referred to the Chief Proctor for his/her investigation and decision.

16. The Chief Proctor shall be assisted by the security staff of the university.

17. The Chief Proctor shall assign the powers to the Proctor in consultation with the Vice-Chancellor.

The Committee further recommends framing up Ordinances on the powers and functions of the Chief Proctor.

Sd/-
Prof(Mrs)K.S. Lyngdoh

Sd/-
Shri P.S. Rynjah

Sd/-
Prof. P. Passah

Sd/-
Dr K. Ismail

Sd/-
Dr B. Kharbuli

Sd/-
Dr B.S. Mipun

Sd/-
Mrs B. Bareh

of station seniority as he joined Shillong Campus as Lecturer earlier than Prof. RL. Walli). He shall therefore be offered allotment of a quarter.

2. For the present, the case of Prof. B. Pakem cannot be considered as he is now occupying the University Quarter. In the event of his relinquishment of the post of Vice- Chancellor his case shall be considered on top priority basis as per RAC's resolution dt.31.3.93 and 22.5.96. Even when he is re-employed after superannuation and even though he ceases to be the Vice- Chancellor he shall be allotted a quarter on top priority basis, as a special consideration of his services as former Vice- Chancellor of the University.

Then Prof. B. Pakem entered the Conference Room and presided over the meeting.

Item No.7

FINANCIAL MATTERS-

7:3: Purchase/Hiring/Investment/Transfer etc.

- (i) Draft Agreement for the renting of a plot of land at Permanent Campus measuring 725 m/2 to the Department of Telecommunications.

EC:95:97:7:3:(i): The Council considered the Draft Agreement for renting a plot of land at Permanent Campus measuring 725sq.m to the Department of Telecommunications and RESOLVED to approve the same; and the Registrar be authorised to enter into an agreement with the Telecommunications Authorities.

7:4: Delegation of Administrative/Financial Power.

- (i) Powers and function of the Chief Proctor, NEHU.

EC:95:97:7:4:(i): The Council considered the Draft Ordinance on the Powers and Functions of the Proctor and RESOLVED to refer the matter to a Committee consisting of the following.

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| 1. Prof.(Ms) KS Lyngdoh | Chairperson |
| 2. Prof. SK Mishra | Member |
| 3. Prof. JP Singh | Member |
| 4. Mr. PS Rynjah | Member |
| 5. Mr. John M.S. Khongwir | Convener |