

THE NORTH-EASTERN HILL UNIVERSITY ORDINANCES

OA -13

ON THE BOARD OF STUDIES FOR PROFESSIONAL COURSES

Under Section 26 (1) (k) of the NEHU Act, 1973

1. There shall be a Board of Studies for each Department / Institution conducting Professional Courses, the recommendations of which shall be submitted to the School Board concerned.
- Constitution**
2. A Board of Studies for Professional Courses shall consist of the following members:
 - i. Head of the Department/Institution
 - ii. All Professors of the Department/Institution
 - iii. Two Readers and two Lecturers by rotation, according to seniority, to be appointed by the Vice- Chancellor
 - iv. One teacher each from other Departments within the School having common courses with the Department/Institution, as well as outside the School.
 - v. Not more than three teachers teaching allied/cognate subjects to be nominated by the Vice-Chancellor on the recommendation of the Department concerned.
 - vi. Not more than three persons having specialised knowledge in the discipline and who are not employees of the University or of any of the affiliated Colleges/Institutions to be nominated by the Academic Council.
 - vii. The Chairman shall have the power to co-opt not more than two external experts to attend specific meetings as and when necessary with the prior permission of the Vice-Chancellor.
- Terms of Office**
3.
 - i. The tenure of the members of the Board except ex-officio members shall be three years.
 - ii. Head of the Department/Institution shall be the ex-officio Chairman of the Board.
- Meetings**
4.
 - i. Meetings of the Board of Studies shall be convened by the Chairman of the Board.
 - ii. Notice of the meetings shall be issued by an Administrative Officer of the Registrar's Office at least 14 days before the date fixed for a meeting.
 - iii. The Board shall meet twice a year in accordance with the provisions of the University.
 - iv. Special meetings may be convened by the Chairman with prior permission of the Vice-Chancellor.

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| | | v. | The rules for conduct of meetings shall be as prescribed by the regulations in this regard. |
| Quorum | 5. | | The quorum for a meeting of the Board shall consist of one-third of the total membership of the Board. |
| Powers and Functions | 6. | i. | To frame/revise as well as monitor courses and organise and rationalise fieldwork /practical work. |
| | | ii. | To recommend a list of readings/references in theory courses and practicals. |
| | | iii. | To formulate and recommend regulations relating to admissions, minimum standard of passing and examinations. |
| | | iv. | To recommend to the Academic Council a panel of names suitable for appointment as paper setters, examiners etc. in accordance with the provisions. |
| | | v. | To consult specialists who are not members of the Board as and when necessary on (a) and (b) above. |
| | | vi. | To recommend to the Academic Council, with regard to the syllabi of the courses of study and examinations in the concerned courses. |
| | | vii. | To recommend to the Academic Council measures for improvement of the standards of the courses, practicals and teaching in the concerned professional subject. |
| | | viii. | To recommend subjects for research to be conducted by the Department/Institution. |
| | | ix. | To consider and recommend applications for admission to the M. Phil., Ph. D. and other research programmes and also to recommend the appointment of supervisors of research scholars to the School Board. |
| | | x. | To perform such other functions as may be assigned to it by the School Board, Academic Council, Executive Council and the Vice-Chancellor. |
| Minutes | 7. | | The Chairman of the Board shall maintain minutes of the meetings of the Board which shall be forwarded to the Registrar's Office for record and circulation to the members. |

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1. Approved vide MHRD letter No. F.8-21/94/DESK (U) of October 28, 1996.
 2. Amended vide Academic Council Resolution No:AC:76:2006:5:1:(i) and Executive Council Resolution No:EC:127:2006:5:1: (ii) dated December 20, 2006.