

(ix) Ordinance and Regulation on External Research Projects.

The Academic Council in its 55th meeting adopted to constitute a Committee to draft the Ordinance and Regulation on External Research Projects.

The draft Ordinance and Regulation on external Research Projects submitted by the Committee were placed before the 62nd meeting of the Academic Council and there after 105th meeting of the Executive Council wherein the Executive Council RESOLVED to refer the matter to the Committee appointed by the Academic Council for editing the same.

Accordingly, the matter was referred back to the Committee and the Committee has submitted the edited Ordinance and Regulation on External Research Projects which are placed at Annexure 'A' and 'B' respectively .

The matter is placed before the Council for Consideration.

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ORDINANCE ON RESEARCH PROJECTS

Under section 26 (q) of the NEHU Act, 1973

This Ordinance provides for facilitating the acquisition and operationalisation of University, inter-departmental, inter-institution and individual research projects received by the University / teachers / equivalent research personnel, University, inter-departmental, inter institutional and individual level.

1. Definitions:

(a) A 'research project' is defined hereunder as a 'scheme' or 'project' funded by a Government, semi-Government., autonomous body(ies), public sector undertaking(s), public/private limited company(ies), private trust(s)/ foundation(s) and registered body(ies). Funding from foreign organisations and such entities as agreed to by the University may be obtained with due permission of the Government of India. Such project funding shall be for the following purposes:

- (i) academic investigations,
- (ii) development of technology,
- (iii) monitoring and evaluation work,
- (iv) training & development activities,
- (v) other extension activities including action research and
- (vi) carrying out surveys and documentation.

(b) A University level project is a project / scheme sanctioned to the University by an external agency.

(c) An individual / inter-departmental / inter-institutional and level project is a project / scheme sanctioned to an individual teacher or a group of investigators of the University by an external agency.

(d) A Department means a department or centre of the University.

2. A teacher desirous of seeking financial support (referred to as Chief Investigator hereafter or such other designation given by the funding agency) from an external organisation will prepare the project proposal as per the requirements of the funding / sponsoring organisation concerned and also prepare a memorandum giving briefly the objectives of the project and also bringing about inter alia the way it is likely to support the general research area of the University.
3. The project will be forwarded by the Head of the Department to the Vice-Chancellor for his approval and the HOD shall report the matter to the Department.

4. (a) When securing a major project, if the funding agency stipulates execution of a Memorandum of Understanding or such other instruments the University shall consider signing of such a MOU after due scrutiny by a Committee constituted for the purpose by the Vice - Chancellor which may consist of the following:

1. Dean(s) of School(s) concerned.
2. HOD(s) concerned.
3. Chief Investigator
4. Finance Officer
5. Registrar.

(b) In cases when a project is offered to the University, the same shall be referred to a standing committee of the Academic Council to scrutinise the terms and conditions and recommend to the Academic Council the acceptance and modalities of operation of such projects.

5. Matters relating to application, operation including administration and financial management, and of assets of the project / scheme shall be laid down in the regulations.
6. In cases where the Chief Investigator is the Head of the Department / Centre, the function of the HOD shall be performed by the Dean for the purpose of this Ordinance and the Regulation under this.

In cases not covered under the above provisions of this Ordinance, the matter shall be referred to the Vice - Chancellor whose decision shall be final.

REGULATION ON EXTERNAL RESEARCH PROJECTS

1. These regulations may be called Regulations on External Research Projects and the procedures laid down hereunder shall apply to all External Research Projects.

2. Action on the project may be initiated by the Chief Investigator in advance, if necessary, with the prior approval of the Vice- Chancellor soon after the receipt of sanction while awaiting for the release of funds.

The Vice - Chancellor may allow an expenditure of a token amount for preliminary action if any. Appointment of staff and research personnel shall however be processed only after the receipt of funds. Copies of the sanction order will be maintained by the Registrar, the Finance Officer and the concerned Department. Information about the sanctioned External Research Projects shall be communicated to the concerned Board of Post Graduate Studies / Steering Committee and School Board by the Head of the Department.

3. The funds received will be deposited in the 'Research Project Fund' of the University and a separate ledger maintained in the Finance Department in respect of each Project.

4. Requisition for selection of sanctioned staff shall be sent to the Registrar by the Chief Investigator. All requests received in every block of two months beginning with January shall be consolidated by the Registrar and sent for advertisement in the first week of the following month. The cost of the advertisement shall be met from the project overhead charges.

5. The Head of the Department shall constitute a Selection Committee, on the recommendation of the Chief Investigator, comprising of three members :

- (1) The Chief Investigator (Chairperson)
- (2) Head of the Department
- (3) One expert on the recommendation of the Chief Investigator.

This Selection Committee shall be for (1) research positions up to research associate and equivalent, (2) staff up to Group B.

For positions higher than those mentioned above, the Vice - Chancellor shall constitute a Selection Committee of five members on the request of the Chief Investigator. The Committee shall consist of:

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| 1. Vice – Chancellor or his nominee | Chairman |
| 2. Chief Investigator | Convener |
| 3. Head of the Department | Member |

4. Two Subject Experts to be selected by the Vice - Chancellor from a Panel of atleast five names submitted by the Chief Investigator. Members

If the terms and conditions of the project specifies the procedure for selection of Research / Technical and other staff, the same shall be followed.

6. All available infra-structural facilities of the Department / University shall be extended for the smooth running of the project.
7. (a) All purchases of equipments, books, consumables and non-consumables concerning the project shall be procured by the Chief Investigator out of the project grant. Such purchases shall be routed through the Departmental Purchase Committee with the Chief Investigator as a member. Items costing less than Rs.10,000/- can be purchased by the Chief Investigator without going through the DPC.
- (b) All purchases connected with the project shall be entered in a separate Stock Register to be maintained by the Chief Investigator. After the completion of the project, the equipments, books and such other assets including any vehicle provided by the Funding Agency shall be transferred to the Department or dealt with as stipulated by the Funding Agency. Transfer of non-consumables must be dealt with as per the audited Stock Register.
8. The University shall deduct 30% of the overhead charges of the project for facilities already extended. The balance amount shall be used by the Chief Investigator for specific requirements of the project. The unused part of the overhead charges will automatically go to the University after expiry of the Project.
9. The Chief Investigator shall be the controlling and sanctioning officer for all the financial administrative and academic matters related to the project. In the absence of the Chief Investigator and / or any co-investigator, the faculty member nominated by the Chief Investigator shall look after the matters related to the project.
10. (a) When a project is sanctioned to more than one investigator drawn from different Departments and the funds are given to the CI, for the purpose of this Ordinance / Regulation the "Department" means the Department to which the Chief Investigator belongs.
- (b) When a project is sanctioned to more than one investigator drawn from different Departments and the project grant is sanctioned to each investigator individually, for the purpose of this Ordinance / Regulation the "Department" means the Department which each investigator belongs.

11. Utilisation certificates on the project expenditure shall be submitted by the Chief Investigator to the University to be forwarded within a fortnight to the Funding Agency.
12. All the administrative academic and financial matters in relation to the projects shall be governed by the provisions of these regulations and / or the terms and conditions of the concerned Funding Agency.
13. Any difficulty arising in giving effect to or interpreting any of the provisions of this Regulation shall be referred to the Vice-Chancellor whose decision thereon shall be final.

(viii) Amendment of Ordinance on the Planning Bard.

EC:107:2000:5:1:(viii): The Council considered the amendment of the Ordinance on the Planning Board and RESOLVED that the Ordinance may stand as it is except that in place of the Planning Officer, the Registrar shall be the Member-Secretary. The Council further RESOLVED that the Planning Board should meet immediately.

(ix) Ordinance and Regulation on External Research Projects.

EC:107:2000:5:1:(ix): The Council considered the Ordinance and Regulation on External research projects and RESOLVED to approve the same as per Annexure 'D'.

5-5- Examination Matters

(i) Review of the present examinations system.

EC:107:2000:5:5:(i): The Council considered the recommendation of the Academic Council to allow students who have not been able to clear upto two papers in the Part – I examination to clear them along with the Part-II examination and RESOLVED to approve the same.

(ii) Panel of Paper Setters / Moderators for the Under-Graduate Examinations.

EC:107:2000:5:5:(ii): The Council considered the panel of Paper Setters / Moderators of the following subjects for the Under-Graduates examinations and RESOLVED to approve the same.

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| 1. English | 12. Anthropology | 22. Public Administration |
| 2. Khasi | 13. Statistics | 23. Home Science |
| 3. Mizo | 14. Mathematics | 24. Commerce |
| 4. Garo | 15. Sociology | 25. Bio-Technology |
| 5. Assamese | 16. Psychology | 26. Mass Communication and Video Production |
| 6. Hindi | 17. Botany | 27. Man and Environment |
| 7. Nepali | 18. Zoology | 28. History |
| 8. Education | 19. Bio-Chemistry | 29. Geography |
| 9. Economics | 20. Computer Science | 30. Philosophy |
| 10. Political Science | 21. Business Administration | 31. Geology |
| 11. Chemistry | | |