

## THE DHAKA UNIVERSITY ORDER, 1973

PRESIDENT'S ORDER NO. 11 OF 1973

[15<sup>th</sup> February, 1973]

WHEREAS it is expedient to re-constitute and re-organize the University of Dhaka for the purpose of improving the teaching and research provided thereby and the administration thereof; \*

NOW, THEREFORE, in pursuance of paragraph 3 of the Fourth Schedule to the Constitution of the People's Republic of Bangladesh, and in exercise of all powers enabling him in that behalf, the President is pleased to make the following Order:-

1. (1) This Order may be called the Dhaka University Order, 1973.

(2) It shall come into force at once and shall be deemed to have taken effect on the 16<sup>th</sup> day of December, 1972.

2. In this Order, and in all Statutes made hereunder, unless there is anything repugnant in the subject or context,-

- (a) "Academic Council" means the Academic Council constituted under this Order;
- (b) "affiliated college" means an institution recognized by, and affiliated to, the University, in accordance with the provisions of this Order, the Statutes and the University Ordinances;
- (c) "constituent college" means a college recognized as such by the University;
- (d) "Commission" means the University Grants Commission of Bangladesh constituted under the University Grants Commission of Bangladesh Order, 1973;
- (e) "Government" means the Government of the People's Republic of Bangladesh;

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\* Throughout this Order the word "Dhaka" was substituted for the word "Dacca" by section 2 of the University Laws (Amendment) Act, 1987 (Act No. XXXVI of 1987).

- (f) "Hall" means a unit of residence for students of the University provided or maintained by the University for the corporate life and extra curricular instructions of its students;
- (g) "Hostel" means a unit of residence for the students of the University provided otherwise than by the University, and not maintained by the University but approved and licenced by the University in accordance with the provisions of this Order;
- (h) "prescribed" means prescribed by Statutes, University Ordinances or Regulations;
- (i) "provost" means the head of a Hall;
- (j) "registered graduate" means a graduate registered under the provisions of this Order;
- (k) "Senate" means the senate constituted under this Order;
- (l) "Statutes", "University Ordinances" and "Regulations" means respectively the Statutes, Ordinances and Regulations of the University for the time being in force;
- (m) "Syndicate" means the Syndicate constituted under this Order;
- (n) "teachers" include Professors, Associate Professors, Assistant Professors and Lecturers of the University and any other person declared to be teacher by the University;
- (o) "University" means the University of Dhaka;
- (p) "Warden" means the head of a Hostel; and
- (q) "year" means academic year beginning on the 1<sup>st</sup> day of July.

**3.** (1) The University shall consist of the Chancellor, the Vice-Chancellor and member of the Senate, the Syndicate and the Academic Council.

(2) The University shall be a body corporate by the name of the University of Dhaka having perpetual succession and a common seal with power, subject to the provisions of this Order, to acquire, hold and dispose of property, both movable and immovable, and shall by the said name sue and be sued.

**4. The University shall have the powers:-**

- (a) to provide for instruction in such branches of learning as the University may think fit, and to make provisions for research and for advancement and dissemination of knowledge;
- (b) to affiliate and disaffiliate colleges;
- (c) to prescribe courses of studies to be conducted by the University or the affiliated colleges;
- (d) to hold examinations and to grant and confer certificates, diplomas, degrees and other academic distinctions to and on persons who-
  - (i) shall have pursued a course of study prescribed by the University, or
  - (ii) are teachers in educational institutions, under conditions laid down in the University Ordinances and Regulations, and shall have passed the examinations of the University under like conditions;
- (e) to confer honorary degrees or other distinctions on persons in the manner laid down in the Statutes;
- (f) to grant such diplomas to, and to provide such lectures and instructions for, persons not being students of the University, as the University may determine;
- (g) to co-operate with other Universities and authorities in such manner and for such purposes as the University may determine;
- (h) to institute Professorships, Associate Professorships, Assistant Professorships, Lecturerships, and any other teaching posts required by the University, and to appoint persons to such posts and such other teaching posts;
- (i) to institute and award fellowships, scholarships, exhibitions and prizes in accordance with the Statutes and the Regulations;

- (j) to set up and maintain academic museums, schools and institutes for the development of teaching and research;
- (k) to institute and maintain Halls for the residence of the students of the University and to approve and license Hostels maintained by other persons for the residence of such students;
- (l) to demand and receive such fees as may be prescribed by the University Ordinances;
- (m) to supervise and control the residence and discipline of the students of the University, to regulate their extra-curricular activities and to make arrangements for promoting their health; and
- (n) to do all such other acts and things, whether incidental to the powers aforesaid or not, as may be requisite in order to further the objects of the University as an affiliating, teaching and examining body and to cultivate and promote arts, science and other branches of learning.

**5.** Save as otherwise provided in this Order, the powers conferred by or under this Order on the University shall extend to the whole of Dhaka Division and Bakerganj and Patuakhali Districts of Khulna Division and no institution lying therein, and imparting education above the Intermediate stage, shall remain affiliated to or be admitted to the privileges of, any other University:

Provided that nothing in this Article shall preclude the Government from setting up other University or Universities, or special Boards for the conduct of examinations and affiliating educational institution in regard to such courses of instruction and training as it deems fit:

Provided further that the University shall have the power to frame statutes for constituting one Governing Body for affiliated college or constituent college.

**6.** The University shall be open to all persons of either sex and of whatever religion, race, creed, class or colour.

**7.** (1) All recognised teaching in connection with the University courses shall be conducted by the University, and shall include lectures, work in the laboratories or workshops and other teaching conducted by the Professors, Associate Professors, Assistant Professors, Lecturers and other teachers thereof in such manner as may be provided by the University Ordinances.

(2) The authorities responsible for organising such teaching shall be prescribed by the Statutes.

(3) The courses and curricula shall be prescribed by the University Ordinances and the Regulations.

(4) Recognised teaching shall be supplemented by tutorial instruction given in accordance with the provisions by the University Ordinances and Regulations.

**8.** (1) The Commission shall have the right to cause an inspection by such person as it may direct, of the University, its buildings, laboratories and equipment, and of any institutions associated with the University, and also of the examinations, teaching and other work conducted or done by the University and to cause an enquiry to be made in like manner in respect of any matter connected with the University.

(2) The Commission shall in every case give notice to the University of its intention to cause an inspection or enquiry to be made and the University shall be entitled to be represented thereat.

(3) The Commission shall communicate to the Syndicate its views with reference to the results of any such inspection or enquiry, and shall advise the University upon the action to be taken in that behalf.

(4) The Syndicate shall report to the Commission the action, if any, which is proposed to be taken or has been taken upon the results of its inspection or enquiry.

**9.** The following shall be the officers of the University:-

(a) the Chancellor;

- (b) the Vice-Chancellor;
- (c) the Pro-Vice-Chancellor;
- (d) the Treasurer;
- (e) the Registrar;
- (f) the Deans;
- (g) the Inspector of Colleges;
- <sup>1</sup>[(h) the Director (Planning and Development);]
- (i) the Director of Students Counselling and Guidance;
- (j) the Provosts;
- (k) the Proctor;
- (l) the Deputy Registrar (Academic);
- (m) the Deputy Registrar (Administration);
- (n) the Chief Engineer;
- (o) the Controller of Examinations;
- (p) the University Engineer;
- (q) the Development Officer;
- (r) the Director of Accounts; and
- (s) such other officers as may be declared by the Statutes to be officers of the University.

**10.** (1) The President of the People's Republic of Bangladesh shall be the Chancellor of the University and shall preside at the convocation of the University for award of academic and honorary degrees, and in his absence the Vice-Chancellor shall preside at such convocations.

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<sup>1</sup> Sub-clause (h) was substituted by section 2 of the University Laws (Amendment) Act, 1987 (Act No. XXXVI of 1987).

(2) The Chancellor shall have such powers as may be conferred on him by this Order or the Statutes.

(3) Every proposal for the conferment of an honorary degree shall be subject to the confirmation of the Chancellor.

<sup>1</sup>[(4) The President may, if he thinks fit, direct that the powers of the Chancellor under this Order shall be exercised by such person as he may authorise in this behalf; and the powers exercised by the person so authorised shall be expressed to have been exercised in the name of the Chancellor.]

**11.** (1) The Vice-Chancellor shall be appointed by the Chancellor for a period of four years from a panel of three persons to be nominated by the Senate on such terms and conditions as may be determined by the Chancellor, and shall be eligible for re-appointment for a further period of four years.

<sup>2</sup>[(2) Where any temporary vacancy in the office of the Vice-Chancellor occurs by reason of leave, illness, resignation or any other cause, the Chancellor shall make such arrangements for carrying on duties of the office of the Vice-Chancellor as he may think fit.]

**12.** (1) The Vice-Chancellor shall be whole time principal executive and academic officer of the University and shall be Chairman of the Senate, the Syndicate and the Academic Council. He shall be entitled to be present and to speak at any meeting of any authority but, shall not be entitled to vote thereat unless he is a member of the authority concerned.

(2) The Vice-Chancellor shall convene meetings of the Senate, the Syndicate and the Academic Council and shall preside over them.

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<sup>1</sup> Clause (4) was added by section 2 of the Universities Laws Amendment Act, 1980 (Act No. I of 1980).

<sup>2</sup> Clause (2) was substituted by section 2 and the Schedule of the Universities Laws Amendment Ordinance, 1975 (Ordinance No. LXII of 1975).

(3) Notwithstanding any provision contained in this Order or in any law for the time being in force, the Vice-Chancellor may, in any emergency which, in his opinion, requires immediate action, take such action as he deems necessary, and shall within seven days thereafter report his action to the officer or authority who or which, in the ordinary course, would have dealt with the matter.

(4) The Vice-Chancellor shall, if he does not agree with the resolution of any authority of the University, have the power to withhold implementation of the resolution and refer it back to the authority concerned, with his opinion thereon, for reconsideration in its next regular meeting. If in the process of reconsideration the authority concerned does not agree with the Vice-Chancellor, the decision of the Syndicate shall be final.

(5) The Vice-Chancellor shall give effect to the orders of the Syndicate regarding the appointment, dismissal and suspension of the officers and teachers of the University, and shall exercise general control over the members of the University, and shall be responsible for the discipline of the University in accordance with this Order, the Statutes and University Ordinances.

(6) The Vice-Chancellor shall have the power to appoint, on a purely temporary basis, ordinarily for a period of not more than six months, officers (excepting the Pro-Vice-Chancellor and the Treasurer), teachers and administrative and subordinate staff and report such action to the Syndicate <sup>1</sup>[:

Provided that, if a temporary appointment cannot be regularised within the period for which it was made, such period may be extended, with the prior approval of the Syndicate, for a further period of three months on the expiry of which the temporary appointment shall stand terminated.]

(7) The Vice-Chancellor may, with the approval of the Syndicate, delegate such of his powers and functions as he may consider necessary to such officer of the University as he may deem fit.

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<sup>1</sup> The colon (:) was substituted for the full-stop (.) and thereafter the proviso was added by section 2 of the Dacca University (Amendment) Ordinance, 1977 (Ordinance No. XXXII of 1977).



(8) The Vice-Chancellor shall exercise such other powers as may be prescribed by the Statutes and the University Ordinances.

<sup>1</sup>[13. (1) The Chancellor may, if he deems fit so to do, appoint <sup>2</sup>[one or more Pro-Vice-Chancellors] on such terms and conditions and for such period as he may determine.

(2) The Pro-Vice-Chancellor shall perform such duties as may be prescribed by the Statutes and University Ordinances.]

14. <sup>3</sup>[(1) The Treasurer shall be a whole time salaried officer and shall be appointed by the Chancellor on such terms and conditions as may be determined by the Chancellor.]

(2) Where any temporary vacancy in the office of the Treasurer occurs by reason of leave, illness or other cause, the Syndicate shall forthwith report the same to the Chancellor, who shall make such arrangements for carrying on the office of the Treasurer as he may think fit.

(3) The Treasurer shall exercise general supervision over the funds of the University, and shall advise in regard to its financial policy.

(4) He shall, subject to the control of the Syndicate, manage the property and investments of the University; and shall be responsible for the presentation of the annual budget estimates and statement of accounts.

(5) Subject to the powers of the Syndicate, the Treasurer shall be responsible for seeing that all monies are expended on the purpose for which they are granted or allotted.

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<sup>1</sup> Article 13 was substituted by section 2 and the Schedule of the Universities Laws Amendment Ordinance, 1975 (Ordinance No. LXII of 1975).

<sup>2</sup> The words “one or more Pro-Vice-Chancellors” were substituted for the words “a Pro-Vice-Chancellor” by section 2 of the Dhaka University (Amendment) Act, 1999 (Act No. VII of 1999).

<sup>3</sup> Clause (1) was substituted by section 3 of the Dacca University (Amendment) Ordinance, 1977 (Ordinance No. XXXII of 1977).

(6) All contracts shall be signed by the Treasurer on behalf of the University.

(7) He shall exercise such other powers as may be prescribed by the Statutes and the University Ordinances.

**15.** The Registrar shall act as Secretary of the Senate, the Syndicate and the Academic Council. He shall maintain a register of registered graduates in accordance with the Statutes and shall exercise such other powers as may be prescribed by the Statutes and the University Ordinances.

**16.** The Inspector of Colleges shall perform such duties as may be prescribed by the Statutes and the University Ordinances.

**17.** The Controller of Examinations shall be responsible for all matters connected with the conduct of examinations and shall perform such other duties as may be prescribed by the Statutes and the University Ordinances.

**18.** The powers of officers of the University other than the Chancellor, the Vice-Chancellor, the Pro-Vice-Chancellor, the Treasurer and the Registrar, shall be prescribed by the Statutes and the University Ordinances.

**19.** The following shall be the authorities of the University:-

- (a) the Senate;
- (b) the Syndicate;
- (c) the Academic Council;
- (d) the Faculties;
- (e) the Committees of Courses;
- (f) the Boards of Advanced Studies;
- (g) the Finance Committee;
- (h) the Planning and Development Committee;

- (i) the Selection Boards; and
- (j) such other authorities as may be declared by the Statutes to be authorities of the University.

**20. (1) The senate shall consist of the following persons:-**

- (a) the Vice-Chancellor;
- <sup>1</sup>[(b) the Pro-Vice-Chancellor or, if there is more than one, all the Pro-Vice-Chancellors;]
- (bb) the Treasurer];
- (c) five Government officials to be nominated by the Government;
- (d) five members of Parliament to be nominated by the Speaker;
- (e) five distinguished educationists to be nominated by the Chancellor;
- (f) five representatives of research bodies to be nominated by the Syndicate;
- (g) five Principals of colleges to be nominated by the Academic Council from among the Principals of the affiliated and constituent colleges;
- (h) ten teachers of colleges to be nominated by the Academic Council from among teachers of the affiliated and constituent colleges;
- (i) the Chairman of the Board of Intermediate and Secondary Education, Dhaka;
- (j) twenty-five representatives of registered graduates to be elected by such graduates from among themselves;

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<sup>1</sup> Sub-clauses (b) and (bb) were substituted for former clause (b) by section 2 and the Schedule of the Universities Laws Amendment Ordinance, 1975 (Ordinance No. LXII of 1975).

<sup>2</sup> Sub-clause (b) was substituted by section 3 of the Dhaka University (Amendment) Act, 1999 (Act No. VII of 1999).

- (k) thirty-five representatives of teachers of the University to be elected in a special meeting of the University teachers;
- (l) five representatives of the students to be nominated by the University Central Students Union.

(2) The members of the Senate, other than the student members, shall hold office for a period of three years. The student members shall hold office for a period of one year, but shall continue in office till their successors having been elected, nominated or appointed, enter upon the office:

Provided that the Members of Parliament, the Government officials, the principals and teachers of the Colleges, registered graduates, teachers of the University and representatives of research bodies shall hold office so long as they continue to be a Member of Parliament, Government officials, Principal of a College, teacher of a College, registered graduate, teacher of the University or associated with any research body:

Provided further that the student members shall lose membership if they cease to be students of the University.

(3) The election of members of the Senate shall be held in such manner as may be prescribed by the Statutes.

**21.** (1) The Senate shall, on a date to be fixed by the Vice-Chancellor, meet once in a year at a meeting to be called the annual meeting of the Senate.

(2) The Vice-Chancellor may, whenever he thinks fit, and shall, upon a requisition in writing signed by not less than thirty members of the Senate, convene a special meeting of the Senate.

**22.** Subject to the provisions of this Order, the Senate shall-

- (a) ratify the Statutes on the proposals of the Syndicate;
- (b) consider and pass resolutions on the annual report, the annual accounts and the financial estimates presented by the Syndicate; and

- (c) exercise such other powers and perform such other duties as may be conferred or imposed upon it by this Order or the Statutes.

**23.** (1) The Syndicate shall be the executive body of the University and shall consist of the following persons, namely:-

- (a) the Vice-Chancellor;
- <sup>1</sup>[(b) the Pro-Vice-Chancellor or, if there is more than one, all the Pro-Vice-Chancellors;]
- (c) two Principals of Colleges to be nominated by the Academic Council;
- (d) six teachers of the University to be elected by such teachers from among themselves;
- (e) two representatives of the Senate, one being a registered graduate and the other an educationist, to be elected by the Senate from among the members of the Senate;
- (f) three persons to be nominated by the Chancellor;
- (g) one Government official, not below the rank of a Secretary, to be nominated by the Government;
- (h) one distinguished citizen to be nominated by the Senate from outside its membership.

(2) The elections of members of the Syndicate shall be held in such manner as may be prescribed by the Statutes:

Provided that the teachers of the University to be elected under sub-clause (d) of clause (1), one shall be elected from each of the following categories, namely:-

- (i) Deans;
- (ii) provosts;

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<sup>1</sup> Sub-clause (b) was substituted by section 4 of the Dhaka University (Amendment) Act, 1999 (Act No. VII of 1999).

- (iii) Professors;
- (iv) Associate Professors;
- (v) Assistant Professors; and
- (vi) Lecturers.

(3) The members of the Syndicate shall hold office for a term of two years, but shall continue in office till their successors having been elected or nominated enter upon the office:

Provided that the Principals of Colleges, teachers of the University, representatives of the Senate and Government nominee shall hold office so long as they continue to be such Principals, teachers, members and official.

**24. The Syndicate shall-**

- (a) hold, control and administer the property and funds of the University, and shall, from time to time, obtain advice from the Finance Committee on financial matters;
- (b) determine the form of the Common Seal of the University, the authority in whose custody it shall be kept and the manner in which it shall be used;
- (c) regulate and determine, subject to the powers conferred by this Order on the Vice-Chancellor, all matters concerning the University in accordance with this Order, the Statutes and the University Ordinances:

Provided that no action shall be taken by the Syndicate in respect of the fees paid to examiners and emoluments of teachers without consulting the Academic Council;

- (d) lay before the Commission annually a full statement of all the bequests received by it and the financial requirements of the University;
- (e) administer any funds placed at the disposal of the University for specific purposes;

- (f) appoint, save as otherwise provided by this Order or the Statutes, the officers, teachers, Ministerial and other staff of the University, and define their duties and the conditions of their service, and fill up temporary vacancies in their posts;
- (g) affiliate or disaffiliate, subject to the Statutes, a college or institute and approve or withdraw approval of a hostel not maintained by the University;
- (h) arrange for, and direct the inspection of all affiliated colleges or institutes and hostels;
- (i) accept bequests, donations and transfer of any movable or immovable property on behalf of the University;
- (j) arrange for the holding of, and publish the results of, the University examinations;
- (k) exercise such other powers and perform such other duties as may be conferred or imposed on it by this Order or the Statutes; and
- (l) exercise all other powers of the University not otherwise provided for by this Order or the Statutes.

**25.** The Academic Council shall be the academic body of the University, and shall, subject to the provisions of this Order, the Statutes and the University Ordinances, have the control and general supervision over, and be responsible for maintenance of standards of, instruction, education and examination within the University, and shall exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Statutes. It shall have the right to advise the Syndicate on all academic matters.

**26.** (1) The Academic Council shall consist of the following-

*Ex-officio members :*

- (a) the Vice-Chancellor;

<sup>1</sup>[(aa) the Pro-Vice-Chancellor or, if there is more than one, all the Pro-Vice-Chancellors;]

- (b) the Deans of the Faculties;
- (c) the Professors and the Heads of Departments;
- (d) the Directors of the University Institutes;
- (e) the Librarian of the University;

*Nominated members:*

- (f) Ten Principals of Colleges to be nominated by the Chancellor;
- (g) not more than ten members, to be nominated by the Chancellor, so as to make the Academic Council representative of the various educational interests; and

*Elected members:*

- (h) three Associate Professors and three teachers other than Professors, Heads of the Departments and Associate Professors to be elected by the teachers themselves.

(2) Members other than *ex-officio* members shall hold office for a period of two years and shall continue in office until their successors having been nominated or elected enter upon the office:

Provided that the Principals of Colleges, Associate Professors, Assistant Professors, Lecturers or teachers, nominated or elected as such shall hold office so long as they continue to be such Principals, Associate Professors, Assistant Professors, Lecturers or teachers.

**27.** (1) The University shall include the Faculties of Arts, Science, Social Sciences, <sup>2</sup>[Business Studies], Law, Medicine, Fine Arts and such other Faculties (whether formed by the

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<sup>1</sup> Sub-clause (aa) was substituted by section 5 of the Dhaka University (Amendment) Act, 1999 (Act No. VII of 1999).

<sup>2</sup> The words "Business studies" were substituted for the word "Commerce" by section 2 of the Dhaka University (Amendment) Act, 1995 (Act No. XVII of 1995).



division or combination of an existing Faculty or Faculties, or by the creation of a new Faculty or otherwise) as may be prescribed by the Statutes and each Faculty shall, subject to the control of the Academic Council, have charge of the teaching and the courses of study and the research work in such subjects as may be assigned to such Faculty by the University Ordinances.

(2) The constitution and powers of the Faculties shall be prescribed by the Statutes.

(3) The Faculties shall be advisory bodies and their decisions shall be submitted to the Syndicate through the Academic Council for implementation.

(4) There shall be a Dean of each Faculty, who shall, subject to the control and general supervision of the Vice-Chancellor, be responsible for the due observance of the Statutes, University Ordinances and Regulations relating to the Faculty.

(5) The Dean of a Faculty shall be elected from among the Professors <sup>1</sup>[and Associate Professors] by all teachers belonging to the Departments within the Faculty and shall hold office for two academic years.

(6) The Faculties shall recommend creation of posts up to the Assistant Professorship. Creation of higher posts shall be with the concurrence of the Boards of Advanced Studies.

**28.** (1) The Head of every teaching Department, hereinafter referred to as the Department, shall be called the Chairman who shall be appointed in such manner as may be prescribed by the Statutes.

(2) The Chairman of a Department shall be responsible to plan, organise and co-ordinate the work of the Department and shall be responsible to the Dean for the organisation and teaching in his Department subject to such directions as may be given from time to time by the Vice-Chancellor.

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<sup>1</sup> The words “and Associate Professors” were inserted by section 2 of the Dacca University (Amendment) Act, 1981 (Act No. V of 1981).

**29.** (1) There shall be two kinds of Committees of Courses –One for courses to be offered by the Departments of the University and the other for courses to be offered by Colleges.

(2) The first kind of Committee shall consist of all the teachers of the Department concerned and the second kind of Committee shall consist of such number of teachers of the Department and the Colleges as may be nominated by the Vice-Chancellor:

Provided that the majority of the members of the second kind of Committee shall be the teachers of the Colleges.

(3) A Committee of courses shall be responsible for preparation of courses and syllabuses and such other work as may be assigned to it by the Statutes and the University Ordinances.

**30.** There shall be Boards of Advanced Studies for organising post-graduate studies in the University which shall be constituted in such manner as may be prescribed by the Statutes.

**31.** (1) The Finance Committee shall consist of the following:-

<sup>1</sup>[(a) the Pro-Vice-Chancellor or, if there is more than one, the Pro-Vice-Chancellor to be nominated by the Chancellor;]

(b) the Treasurer;

(c) one person to be nominated by the Syndicate;

(d) one Dean to be nominated by the Academic Council;

<sup>2</sup>[(e) one teacher of the University to be elected by the teachers from among themselves in such manner as may be prescribed by the Statutes;]

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<sup>1</sup> Sub-clause (a) was substituted by section 6 of the Dhaka University (Amendment) Act, 1999 (Act No. VII of 1999).

<sup>2</sup> Sub-clause (e) was substituted by section 3 of the Dacca University (Amendment) Act, 1981 (Act No. V of 1981).

- (f) one person to be nominated by the Senate;
- (g) two experts in the field of finance to be nominated by the Syndicate.

(2) The <sup>1</sup>[The Pro-Vice-Chancellor or the Pro-Vice-Chancellors so nominated] of the University shall be the Chairman of the Finance Committee.

(3) A nominated or elected member of the Finance Committee shall hold office for a period of two years.

(4) The Finance Committee shall-

- (a) supervise the income and expenditure of the University;
- (b) advise the Syndicate on all matters relating to accounts, property and funds of the University;
- (c) perform such other functions as may be assigned to it by the Vice-Chancellor, the Senate, the Syndicate or the Academic Council, or prescribed by the Statutes.

**32.** (1) The Planning and Development Committee shall consist of the following:-

- (a) the Vice-Chancellor;
- <sup>2</sup>[(aa) the Pro-Vice-Chancellor or, if there is more than one, the Pro-Vice-Chancellor to be nominated by the Chancellor;]
- (b) the Treasurer;
- (c) four Deans of the Faculties by rotation;
- (d) one architect, one engineer and one expert in the field of finance to be nominated by the Syndicate.

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<sup>1</sup> The words "The Pro-Vice-Chancellor or the Pro-Vice-Chancellors so nominated" were substituted for the words "The Pro-Vice-Chancellor of the University" by section 6 of the Dhaka University (Amendment) Act, 1999 (Act No. VII of 1999).

<sup>2</sup> Sub-clause (aa) was inserted by section 7 of the Dhaka University (Amendment) Act, 1999 (Act No. VII of 1999).

(2) The four Deans shall hold office as members of the Planning and Development Committee for a period of one year by rotation in such manner and in such order as may be prescribed by the Statutes.

(3) The nominated members of the Planning and Development Committee shall hold office for a period of two years.

(4) The functions of the Planning and Development Committee shall be-

- (a) to examine all development plans and schemes of the University and to advise the Syndicate thereon;
- (b) to perform such other functions as may be assigned to it by the Vice-Chancellor, the Senate, the Syndicate or the Academic Council, or prescribed by the Statutes.

**33.** (1) There shall be Selection Boards for recommending the appointment of Professors, Associate Professors, Assistant Professors, Lecturers and other teachers of the University in various subjects.

(2) The constitution and functions of the Selection Boards shall be such as may be prescribed by the Statutes.

**34.** The constitution, powers and duties of other authorities declared by the Statutes to be authorities of the University shall be prescribed by the Statutes.

**35.** (1) A college seeking affiliation to the University shall make a written application to the Inspector of Colleges so as to reach him not later than the 15<sup>th</sup> October preceding the academic year from which the affiliation sought is to take effect:

Provided that the Vice-Chancellor may, in special circumstances, direct that an application seeking such affiliation received after the aforesaid date be entertained.

(2) A college applying for affiliation shall satisfy the University to the effect that-

- (a) it guarantees a satisfactory standard of educational efficiency for the purpose for which affiliation is sought;
- (b) its financial resources are such as to make the provision for its continued maintenance;
- (c) it is under proper management and is suitably organized;
- (d) its buildings are suitable and sufficient;
- (e) the furniture, library and laboratory equipment are adequate;
- (f) the provision for the residence, discipline and supervision of students is satisfactory;
- (g) it has framed such conduct and discipline rules for its students as may be approved by the University;
- (h) due provision has been made for the health and recreation of students;
- (i) the number of its teaching staff with requisite qualifications are adequate, and the conditions of their service are such as may be approved by the University;
- (j) it has framed such efficiency and discipline rules for its teachers and employees as may be approved by the University; and
- (k) it has made provision for such other matters as are necessary for the maintenance of the standards of the University education.

(3) A college applying for recognition in respect of any course of study shall give information on the following matters, namely:-

- (a) standards and subjects in respect of which recognition is sought;

- (b) accommodation, library and laboratory equipment;
- (c) number, qualifications, work, emoluments and conditions of service of teachers;
- (d) provision for hostels, playgrounds and the residence of the Principal and other members of the staff;
- (e) fees proposed to be levied;
- (f) the financial provision made for the continued maintenance of the college; and
- (g) such other matters as may be prescribed by the University Ordinances.

(4) The Syndicate, if satisfied with respect to the matters mentioned in clause (2), shall so affiliate the college:

Provided that affiliation shall in no case be granted with retrospective effect beyond the date on which the application was made:

Provided further that the Syndicate may refuse to affiliate a college if it is satisfied that it is not desirable to grant affiliation to it.

(5) The Syndicate may, after due enquiry and after consultation with the Academic Council, withdraw the affiliation granted to a college, and, after consultation with Faculty concerned, withdraw the recognition granted to a course of studies in a college which has failed to comply with the conditions prescribed by the Statutes and the University Ordinances or imposed by the Syndicate at the date of such affiliation or recognition, as the case may be, or at any later date.

(6) The Syndicate shall give the college an opportunity of appearing at any such enquiry and of making representations on its own behalf and shall communicate its decision to the college which shall be entitled to appeal to the Chancellor within thirty days of the receipt of a decision to withdraw such affiliation or recognition and the decision of the Chancellor on the appeal shall be final.

**36.** The University shall set up a Discipline Board and such other Boards as may be prescribed by the Statutes.

**37.** The constitution, powers and duties of the Discipline Board and of all other Boards of the University shall be prescribed by the University Ordinances.

**38.** Subject to the provisions of this Order, the Statutes may provide for all or any of the following matters, namely :-

- (a) the conferment of honorary degrees;
- (b) the institution of Fellowships, Scholarships, Exhibitions and Prizes;
- (c) the designations, powers, duties and conditions of service of teachers and officers;
- (d) the constitution, powers and duties of the Syndicate, the Academic Council and the Faculties;
- (e) the setting up and maintenance of academic museums, schools and institutes for development of teaching and research and administration and management thereof;
- (f) the institution and maintenance of Halls and management of Hostels;
- (g) the mode of appointment of Professors, Associate Professors, Assistant Professors, Lecturers and other teachers of the University;
- (h) the constitution of a pension or provident fund for the benefit of officers, teachers, clerical staff and other employees of the University;
- (i) the constitution, powers and duties of the Governing Bodies of the affiliated Colleges;
- (j) the maintenance of a register of registered graduates; and
- (k) all such matters as are not provided for by this Order.

**39.** (1) The Statutes of the University shall be those set out in the Schedule.

(2) The Statutes may be amended or repealed by the Syndicate in the manner specified hereinafter.

(3) All Statutes shall be submitted to the Senate for ratification.

(4) The Senate may, on receipt of the proposal of Statutes, return it to the Syndicate with the suggestion that the Statutes or a particular provision of the Statutes be reconsidered and that any amendments specified in the suggestion be considered but if the Syndicate again submits the proposal of Statutes with or without the suggested amendments to the Senate, it shall be deemed to have been ratified unless rejected by the two-thirds of the total number of members of the Senate:

Provided that the Statutes relating to the service conditions of teachers, officers and other employees of the University shall be prescribed to the Senate but shall require its ratification.

(5) A Statute proposed by the Syndicate shall have no validity until it has been ratified or deemed to have been ratified by the Senate.

(6) Save as otherwise provided, the Syndicate shall not propose any Statute affecting the status, powers or constitution of any authority of the University.

**40.** Subject to the provisions of this Order and the Statutes, the University Ordinances may provide for all or any of the following matters, namely:-

- (a) the courses of study to be laid down for all degrees, diplomas and certificates of the University;
- (b) the manner in which lectures, work in the laboratories or workshops and other teaching shall be conducted;
- (c) the condition in accordance with which the tutorial instruction shall be given;
- (d) the conditions under which students shall be admitted to the degree, diploma or other courses and to the examinations of the University, and shall be eligible for degrees, diplomas and certificates;



- (e) the admission of students to the University;
- (f) conduct and discipline of the students of the University, and punishment including rustication and expulsion for misconduct and breach of discipline;
- (g) the conditions of residence of the students of the University, the levying of fees for residence in Halls and the licensing of Hostels;
- (h) the fees to be charged for courses of study in the University and for admission to the examinations, degrees and diplomas of the University;
- (i) the formation of Departments in the Faculties;
- (j) the constitution, powers and duties of the Boards of the University;
- (k) the conduct of examinations; and
- (l) all such matters as are not provided for by this Order and the Statutes.

**41.** (1) The University Ordinances shall be made by the Syndicate.

(2) No University Ordinance shall be made-

- (a) affecting the admission of students, or prescribing examinations to be recognised as equivalent to the University examinations or the further qualifications mentioned in clause (2) of Article 46 for admission to the degree courses of the University, unless a draft of the same has been proposed by the Academic Council, or
- (b) affecting the conduct or standard of examinations or any course of study, unless a draft of such University Ordinance has been proposed by the Academic Council in accordance with a proposal of Faculty concerned.

**42.** (1) The authorities and the Boards of the University may make Regulations consistent with this Order, the Statutes, and the University Ordinances-

- (a) laying down the procedure to be observed at their meetings and the number of members required to form a quorum;

- (b) providing for all matters concerning such authorities and Boards and not provided for by this Order, the Statutes and the University Ordinances.

(2) Every authority of the University shall make Regulations providing for the giving of notice to the members of such authority of the dates of meetings and of the business to be considered at meetings, and for the keeping of a record of the proceedings of such meetings.

(3) The Syndicate may direct annulment of any Regulation or amendment therein in such manner as it may specify.

**43.** Every student of the University shall reside at such places and under such conditions as may be prescribed by the Statutes and the University Ordinances.

**44.** The Halls of the University shall be such as may be prescribed by the Statutes.

**45.** (1) The Hostels shall be such as may be approved and licensed by the Syndicate subject to such general or special conditions as may be prescribed by the University Ordinances.

(2) The Wardens and Superintending staff of Hostels shall be appointed in the manner prescribed by the Statutes.

(3) The conditions of residence in Hostels shall be prescribed by the University Ordinances, and every Hostel shall be subject to inspection by any member of the Discipline Board authorised in this behalf by such Board and by any officer of the University authorised in this behalf by the Syndicate.

(4) The Syndicate shall have power to suspend or withdraw the licence of any Hostel which is not conducted in accordance with the conditions prescribed by the University Ordinances.

**46.** (1) Admission of students to the University for degrees of Bachelor of Arts, <sup>1</sup>[Bachelor of Business Studies] and Bachelor of Science and higher degrees shall be made by an Admission Committee appointed for the purpose by the Academic Council.

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<sup>1</sup> The words "Bachelor of Business Studies" were substituted for the words "Bachelor of Commerce" by section 3 of the Dhaka University (Amendment) Act, 1995 (Act No. XVII of 1995).

(2) No student shall be eligible for admission to a course of study for a degree in the University or any of its affiliated colleges, unless he has passed the Intermediate Examination of the Board of Intermediate and Secondary Education, Dhaka or any other authority incorporated by any law for the time being in force in Bangladesh, or an examination recognised under the Statutes as equivalent thereto, and possess such further qualifications as may be prescribed by the University Ordinances:

Provided that for admission to a five-year course of study for a degree of Bachelor of Arts in Fine Arts students who have passed the Matriculation or the Secondary School Certificate Examination of the Board of Intermediate and Secondary Education, Dhaka or the Matriculation or Secondary School Certificate Examination of any other authority incorporated by law, for the time being in force in Bangladesh, or any examination recognised under the Statutes as equivalent thereto, and possess such further qualifications as may be prescribed by the University Ordinances, shall be so eligible.

(3) The conditions under which students may be admitted to the diploma courses of the University shall be prescribed by the University Ordinances.

(4) For the purpose of admission to a course of studies the University shall not, without the previous sanction of the Government, recognise as equivalent to its own degree any degree conferred by any other University or as equivalent to the Intermediate Examination, any examination conducted by any authority other than a University or a Board of Intermediate and Secondary Education or other authority incorporated by law for the time being in force in Bangladesh:

Provided that the University may admit a student from a foreign country to any of its courses of study if the Academic Council is satisfied that his qualifications are equivalent to those required for admission to the course.

**47.** (1) All arrangements for the conduct of examinations shall be made by the Controller of Examinations, and all examiners shall be appointed by the Academic Council in the manner specified in this Order and the University Ordinances.

(2) If during the course of an examination any examiner becomes, for any reason, incapable of acting as such, the Vice-Chancellor shall appoint an examiner to fill the vacancy.

(3) At least one examiner who is not a member of the University shall be appointed for each subject included in a Department and forming part of the course which is required for a University degree.

(4) The Academic Council shall appoint Examination Committees consisting of such members of its own body, or of such other persons, or of both, as it thinks fit, to moderate examination questions, to prepare the results of the examinations and to report such results to the Syndicate for publication.

**48.** The annual report of the University shall be prepared under the direction of the Syndicate and shall be submitted to the Chancellor on or before the 31<sup>st</sup> January of the following academic session.

**49.** (1) The annual accounts and the balance sheet of receipts and expenditure of the University shall be prepared under the direction of the Syndicate and shall be submitted to the Commission for the purposes of audit.

(2) The accounts together with copies of the audit report shall be submitted to the Commission.

**50.** The Chancellor may with the concurrence of not less than two-thirds of the total number of members of the Syndicate, remove the name of any person from the register of registered graduates.

**51.** If, in the absence of any clear provisions in this Order, the Statutes or the University Ordinances, any question arises as to whether any person is entitled to be a member of any authority or of any other body of the University, the matter shall be referred to the Chancellor whose decision thereon shall be final.

**52.** (1) An appeal against the order of any officer or authority of the University affecting any person or class of persons in the University may be made by petition to the Chancellor who shall, send a copy on receipt of the petition thereof to the officer or authority concerned, and shall give such officer or authority an opportunity to show cause why the appeal should not be entertained.

(2) The Chancellor may reject any such appeal or may, if he thinks fit, appoint an Enquiry Commission consisting of such persons as are not officers of the University or members of any authority thereof, to inquire into the matter and to submit to him a report thereon.

(3) The Chancellor shall, on receipt of the Enquiry Commission's report, send a copy thereof to the Syndicate and the Syndicate shall take the report into consideration and shall, within three months of the receipt thereof, pass a resolution thereon which shall be communicated to the Chancellor, who shall then take such action on the report of the Enquiry Commission and resolution of the Syndicate as he may think fit.

(4) An Enquiry Commission appointed under clause (2) may require any officer or authority of the University to furnish it with such papers or information as are, in the opinion of the Enquiry Commission, relevant to the matter under inquiry, and such officer or authority shall be bound to comply with such requisition.

**53.** Where any authority of the University is authorised by this Order or the Statutes to appoint a Committee, such Committee shall, unless otherwise provided, consist of one or more members of the authority concerned and of such other persons, if any, as the authority in each case may determine.

**54.** All casual vacancies in the office of the members other than *ex-officio* members of any authority or of any other body of the University shall be filled, as soon as may be, by the person or the body who nominated the member whose place has become vacant, and the person nominated to a casual vacancy shall be a member of such authority or body for the residue of the term for which the person whose place he fills would have been a member.

<sup>1</sup>[55. No act or proceedings of any Authority or other body of the University shall be invalid or be called in question merely on the ground of the existence of any vacancy in such Authority or body, or of the failure or defect in making or holding any appointment, nomination or election to, or of any other defect in the formation of, such Authority or body.]

**56.** (1) Every salaried teacher and officer of the University shall be appointed on a written contract which shall be lodged with the Registrar of the University, and a copy of the contract shall be furnished to the teacher or officer concerned.

(2) The service conditions shall be determined without any prejudice to the freedom of the teacher or officer to hold any political views and to keep association with any lawful organisation outside the University and shall be clearly stated in the contract:

Provided that if a teacher or other salaried employee of the University seeks election as a Member of Parliament, he shall before the date for filing of nominations, resign from the service of the University.

(3) A teacher or officer of the University may be dismissed only on grounds of moral turpitude or inefficiency, but no such teacher or officer shall be dismissed unless an enquiry into the charges of moral turpitude or inefficiency is held by an Enquiry Committee on which the teacher or the officer may be represented by a person nominated by him.

(4) Any public officer whom it is proposed to appoint to a post in the University shall, subject to the approval by the Government, have the option-

- (a) of having his services lent to the University for a specified period and remaining liable to recall to the service of the Government at the end of that period; or
- (b) of resigning service of the Government on entering the service of the University.

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<sup>1</sup> Article 55 was substituted by section 2 of the Universities Laws Amendment Ordinance, 1975 (Ordinance No. LXII of 1975).

**57.** (1) The University shall, in such manner and subject to such condition as may be prescribed by the Statutes, constitute for the benefit of its employees such pension, insurance, benevolent, gratuity or provident fund as it may deem fit.

(2) Where any provident fund has been constituted, the Government may declare that the provisions of the Provident Fund Act, 1925 (Act XIX of 1925), shall apply to such funds as if it were a Government Provident Fund.

**58.** The Government or the Commission shall contribute annually to the University such sum of money as may be determined by them.

**59.** (1) The Dhaka University Ordinance, 1961 (E.P. Ord. No. XXIII of 1961), is hereby repealed.

(2) Notwithstanding the aforesaid repeal, anything done, action taken, obligation or liability incurred, rights and assets acquired, person appointed or authorised, jurisdiction or power conferred, endowment, bequest, fund or trust created, donation and grant made, scholarship, studentship or exhibition instituted, affiliation granted and orders issued under any of the provisions of the said Ordinance, or Statutes, University Ordinances, and Regulations made thereunder, so far as they are not inconsistent with the provisions of this Order or Statutes, University Ordinances and Regulations made hereunder, shall be continued and, so far as may be, deemed to have been respectively done, taken, incurred, acquired, appointed, authorised, conferred, created, made, instituted, granted or issued under this Order or the Statutes, University Ordinances or Regulations made hereunder and any documents referring to any of the provisions of the said Ordinance, or Statutes, University Ordinances or Regulations made thereunder shall, so far as may be, considered to refer to the corresponding provisions of this Order or the Statutes, University Ordinances or Regulations made hereunder.

**60.** Upon the coming into force of this Order, the existing Syndicate, Academic Council and all other authorities, committees and bodies constituted under the repealed Ordinance shall continue to function until a new Syndicate, Academic Council and other authorities, committees and bodies are duly constituted under this Order, and all persons holding

office under the repealed Ordinance shall continue to function till new appointments or nominations are made or elections are hold according to this Order.

**61.** If any difficulty arises with respect to the functioning of the University or in connection with the first meeting of any authority of the University or otherwise in first giving effect to the provisions of this Order, the Chancellor may, at any time before all the authorities of the University have been constituted, by order make any appointment or do anything, consistent, so far as may be, with the provisions of this Order and the Statutes, which appears to him necessary or expedient for the purpose of removing the difficulty; and every such Order shall have the effect as if such appointment or action has been made or taken in the manner provided in this Order:

Provided that before making any such Order or taking any such action, the Chancellor shall ascertain and consider the opinion of the Vice-Chancellor.

## **THE SCHEDULE**

### **The First Statutes of the University**

**1.** In these Statutes, unless the context otherwise requires, the following expressions shall have the meaning hereby respectively given to them, that is to say:

- (a) "Order" means the Dhaka University Order, 1973 (P.O. No. 11 of 1973);
- (b) "Article" means an Article of the Order; and
- (c) "Officers", "authorities", "Professors", "Associate Professors", "Assistant Professors", "Lecturers", "teachers", "clerical staff", and "registered graduates" mean respectively officers, authorities, Professors, Associate Professors, Assistant Professors, Lecturers, teachers, clerical staff and registered graduates of the University of Dhaka.



2. Subject to the provisions of the Order, the Syndicate shall have the Powers-

- (a) to deal with the applications of colleges for grant of affiliation;
- (b) to cause the affiliated colleges to be inspected by the Inspector of colleges and to direct such action to be taken as may appear to it to be necessary to remedy defects, as may have come to its notice;
- (c) in case of non-compliance with its directives, to take appropriate action against the defaulting colleges;
- (d) to institute, at its discretion, such Professorships, Associate Professorships, Assistant Professorships, Lecturerships, or other teaching posts as may be proposed by the Academic Council;
- (e) to abolish or suspend, after report from the Academic Council thereon, any Professorship, Associate Professorship, Assistant Professorship, Lecturership or other teaching posts;
- (f) to appoint teachers, officers, clerical staff and other employees;
- (g) to delegate, subject to such conditions as may be prescribed by Regulations made by the Syndicate, its power to appoint teachers, officers, clerical staff and other employees to such person or authority as it may determine;
- (h) to manage and regulate the finances, accounts, investments, property and all administrative affairs whatsoever of the University, and for that purpose, to appoint such agents as it may think fit;
- (i) to accept bequests, donations and transfers of property to the University:

Provided that all such bequests, donations and transfers shall be reported to the Chancellor as soon as may be;

- (j) to provide buildings, premises, furniture, apparatus, equipment and other means needed for carrying on the work of the University;

- (k) to enter into, vary, carry out and cancel contracts on behalf of the University after report from the Finance Committee;
- (l) to invest any monies belonging to the University, including any unapplied income in any of the securities described in section 20 of the Trusts Act, 1882, or in the purchase of immovable property in Bangladesh with the like power of varying such investment, or to place in fixed deposit in any bank approved in this behalf by the Government any portion of such monies not required for immediate expenditure; and to borrow from such bank against such fixed deposits and securities purchased from the recurring fund of the University;
- (m) to appoint Committees for such purposes as it considers necessary provided, however, that the reports of such Committees shall be considered by the Syndicate before action is taken in connection therewith unless the Syndicate in any particular case otherwise direct;
- (n) to make University Ordinances regulating the duties and the residence of the employees of the University; and
- (o) to make Regulations relating to any matter which is not otherwise provided for by the Order, Statutes and University Ordinances.

**3. The Academic Council shall have the powers-**

- (a) to make Regulations for and to award, in accordance with such Regulations Fellowships, Scholarships, Exhibitions, bursaries, medals and other rewards;
- (b) to appoint, after report from the Faculties concerned, examiners;
- (c) to control and manage the University Library or Libraries, and to frame regulations regarding their use and general administration;
- (d) to formulate, modify or revise, subject to the control of the Syndicate, schemes for the constitution or reconstitution of Faculties and for the assignment of subjects to such Faculties;

- (e) to assign teachers to the Faculties;
- (f) to promote research within the University, and to require reports on such research from the persons employed thereon; and
- (g) to appoint Committees for such purposes as it considers necessary provided, however, that the reports of such Committees shall be considered by the Academic Council before action is taken in connection therewith unless the Academic Council in any particular case otherwise directs.

4. (1) Each Faculty other than the Faculty of Education, Faculty of Fine Arts, Faculty of <sup>1</sup>[Business Studies], Faculty of Social Sciences and the Faculty of Medicine shall consist of-

- (i) the professors and Heads of the Departments comprised in the Faculty;
- (ii) such teachers of subjects assigned to the Faculty as may be appointed to the Faculty by the Academic Council;
- (iii) such teachers of subjects not assigned to the Faculty but having, in the opinion of the Academic Council, an important bearing on those subjects, as may be appointed to the Faculty by the Academic Council; and
- (iv) such other persons as may be appointed to the Faculty by the Academic Council on account of their possessing expert knowledge in a subject or subjects assigned to the Faculty.

(2) The Faculty of Education shall consist of –

- (i) The Dean of the Faculty of Arts, Dhaka University;
- (ii) The Dean of the Faculty of Science, Dhaka University;
- (iii) The Director of Public Instruction, Bangladesh;

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<sup>1</sup> The words “Business studies” were substituted for the word “Commerce” by section 4 of the Dhaka University (Amendment) Act, 1995 (Act No. XVII of 1995).

- (iv) The Principal, Teachers' Training College, Dhaka;
- (v) The Principal, Teachers' Training College, Mymensingh;
- (vi) The Principal, Teachers' Training College for Women, Mymensingh;
- (vii) The Director of Physical Education, Government of Bangladesh;
- (viii) The Chairman, Board of Intermediate and Secondary Education, Dhaka;
- (ix) The Head of the Department of Philosophy, Dhaka University;
- (x) The Inspector of Colleges, Dhaka University;
- (xi) Two representatives of the Academic Council to be nominated by the Chairman of the Academic Council, Dhaka University;
- (xii) The Director of Physical Education, Dhaka University;
- (xiii) The Director of Teachers' Training Institute, Dhaka University; and
- (xiv) Two members to be co-opted by the Faculty as constituted under clauses (i) to (xiii) above.

(3) The total number of members of the Faculties of Arts, Social Sciences, <sup>1</sup>[Business Studies], Science, Medicine and Law shall not exceed thirty.

(4) The period of office of members of any Faculty, other than the *ex-officio* members, shall be three academic years from the date of their appointments, but shall continue in office till their successors enter upon the office. The Academic Council may make appointments of Faculty members not more than three months before such appointments shall take effect:

Provided that teachers appointed as such shall hold office only so long as they continue to be teachers of the University and are not enjoying leave for a period exceeding three months:

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<sup>1</sup> The words "Business studies" were substituted for the word "Commerce" by section 4 of the Dhaka University (Amendment) Act, 1995 (Act No. XVII of 1995).

Provided further that if a teacher be granted leave by the University for a period exceeding three months, he may be replaced by another teacher during such period of leave if the Academic Council so determines.

**5. The Faculty of Fine Arts shall consist of-**

- (i) The Principal, Bangladesh College of Arts and Crafts;
- (ii) The Dean of the Faculty of Arts, Dhaka University;
- (iii) The Dean of the Faculty of Science, Dhaka University;
- (iv) The Dean of the Faculty of Education, Dhaka University;
- (v) The Director of Public Instruction, Bangladesh;
- (vi) The Principal, Teachers' Training College for Women, Mymensingh;
- (vii) The Secretary, Arts Council, Dhaka;
- (viii) The Heads of the Departments comprised in the Faculty; and
- (ix) Such other members as may be co-opted by the Faculty as constituted under clauses (i) to (viii) above:

Provided that the total number of members of the Faculty shall not exceed fifteen.

**6. The Faculty of Medicine shall consist of-**

- (i) The Principals of Medical Colleges and Directors of the Institutes comprised in the Faculty;
- (ii) Such teachers of subjects assigned to the Faculty as may be appointed to the Faculty by the Academic Council:

Provided that at least one Professor in each of the subjects taught in the Faculty when such professorships exist shall be included in making such appointments;

- (iii) Such teachers of subjects not assigned to the Faculty but having in the opinion of the Academic Council, an important bearing on those subjects, as may be appointed to the Faculty by the Academic Council; and

- (iv) Such other persons as may be appointed to the Faculty by the Academic Council on account of their possessing expert knowledge in a subject or subjects assigned to the Faculty.

7. (1) The Faculty of <sup>1</sup>[Business Studies] shall consist of-

- (i) All Professors and Heads of the Departments comprised in the Faculty;
- (ii) The Dean of the Faculty of Arts, Dhaka University;
- (iii) The Dean of the Faculty of Science, Dhaka University;
- (iv) The Head of the Department of Economics, Dhaka University;
- (v) The Director of Business Administration, Dhaka University;
- (vi) Two representatives of the Academic Council, Dhaka University to be nominated by the Chairman of the Academic Council;
- (vii) 6 persons to be co-opted by the Faculty as constituted under clauses (i) to (vi) above in the following manner-
  - (a) Two teachers of the Faculty other than professors and Heads of the Departments;
  - (b) Two teachers of <sup>2</sup>[Business Studies] subjects from the affiliated Degree Colleges of the University of Dhaka; and
  - (c) Two persons possessing expert knowledge and professional skill in a subject or subjects taught in the Faculty.

(2) The total number of members of the Faculty of <sup>3</sup>[Business Studies] shall not exceed thirty.

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<sup>1</sup> The words "Business studies" were substituted for the word "Commerce" by section 4 of the Dhaka University (Amendment) Act, 1995 (Act No. XVII of 1995).

<sup>2</sup> The words "Business studies" were substituted for the word "Commerce" by section 4 of the Dhaka University (Amendment) Act, 1995 (Act No. XVII of 1995).

<sup>3</sup> The words "Business studies" were substituted for the word "Commerce" by section 4 of the Dhaka University (Amendment) Act, 1995 (Act No. XVII of 1995).

(3) The period of office of members of the Faculty, other than the *ex-officio* members, shall be three academic years from the date of their appointment, but shall continue in office till their successor having been appointed enter upon the office:

Provided that teachers of the Departments or teachers of the affiliated Degree Colleges co-opted as such shall hold office only so long as they continue to be such teachers:

Provided further that if a teacher is granted leave by the University for a period exceeding three months, he may be replaced by another teacher during such period of leave if the Faculty so determines.

**8. (1) The Faculty of Social Sciences shall consist of-**

- (i) The Head of the Department of Economics;
- (ii) The Head of the Department of Political Science;
- (iii) The Head of the Department of Sociology;
- (iv) The Head of the Department of Social Welfare;
- (v) The Head of the Department of International Relations;
- (vi) All Professors of the Departments comprised in the Faculty;
- (vii) Two representatives of the Academic Council, Dhaka University, nominated by the Chairman of the Academic Council;
- (viii) The Dean of the Faculty of Arts, Dhaka University;
- (ix) The Dean of the Faculty of Science, Dhaka University;
- (x) Such other teachers of the Departments comprised in the Faculty and Principals and teachers of affiliated colleges of the University as may be co-opted by the Faculty as constituted under clauses (i) to (ix) above:

Provided that the total number of members of the Faculty shall not exceed thirty.

(2) The period of office of members of the Faculty, other than the *ex-officio* members, shall be three academic years from the date of their appointment, but shall continue in office till their successor having been appointed enter upon the office:

Provided that teachers of Departments, the Principals or teachers of affiliated colleges co-opted as such shall hold office only so long as they continue to be such teachers.

**9.** Subject to the provisions of the Order, each Faculty shall have the powers-

- (a) to constitute Committees of Courses and Studies;
- (b) to recommend to the Academic Council, after consulting the Committees of Courses and Studies, the names of examiners in subjects assigned to the Faculty; and
- (c) to recommend creation of teaching posts up to the Assistant Professorship.

**10.** (1) The Dean of each Faculty shall be the executive officer of the Faculty and shall preside at its meetings.

(2) In the absence of the Dean, the Vice-Chancellor shall appoint an acting Dean, who shall exercise all the powers and enjoy all the privileges of the Dean.

(3) The Dean shall issue the lecture lists of the University in the Department comprised in the Faculty, and shall be responsible for the conduct of teaching therein.

(4) The Dean shall have the right to be present and to speak at any meeting of any Committee of the Faculty, but shall not vote unless he is a member of the Committee.

**11.** (1) The Provost of a Hall shall be appointed by the Vice-Chancellor and shall hold office for such period and on such terms and conditions as the Vice-Chancellor may decide.

(2) The Halls of the University shall be the following, namely:-

- (i) The Salimullah Hall;
- (ii) The Fazlul Huq Hall;



- (iii) The Shahidullah Hall;
- (iv) The Jagannath Hall;
- (v) The Zahurul Huq Hall;
- (vi) The Ruqayyah Hall;
- (vii) The Surja Sen Hall;
- (viii) The Haji Muhammad Mohsin Hall;
- (ix) The Shamsun Nahar Hall.

**12.** The Warden and the Superintending staff of approved and licensed Hostels shall be appointed by the authority maintaining such Hostels, from among the teachers of the University, subject to the approval of the Vice-Chancellor.

**13.** (1) All proposal for the conferment of honorary degrees shall be made by the Academic Council to the Syndicate, and shall be submitted to the Chancellor for confirmation.

(2) Any honorary degree conferred by the University may, with the sanction of the Chancellor, be withdrawn by the Syndicate.

**14.** (1) All graduates of the University of three years' standing and upwards shall, on payment of a registration fee of Tk. 20.00, be entitled to have their names enrolled in the register of registered graduates.

(2) A person applying under paragraph (1) shall be enrolled as a registered graduate on payment of the registration fee with effect from the date of payment and shall continue to be so enrolled until his name is removed from the register of registered graduates under the provision of paragraph (5).

(3) A person enrolled as registered graduate shall be entitled to enjoy the privileges of a registered graduate until his death on payment of an annual fee of Tk. 20.00 only:

Provided that-

- (i) a registered graduate who has paid the annual fee at a time for ten continuous years including the first year of registration, shall continue to be such graduate until his death or resignation without payment of any further fee;
- (ii) a graduate may, at any time after being registered as registered graduate, compound for the annual payment of fees by paying the sum of Tk. 20.00 only, and from the date of such payment shall continue to enjoy the privileges of a registered graduate until his death or resignation, without payment of any further fees; and
- (iii) a registered graduate, whose name has been struck off the roll of the registered graduates due to non-payment of arrears, may be registered as life member on payment of Tk. 200.00 at a time.

(4) A registered graduate who is liable to pay the annual fee may pay such fee at any time during the session, but if he fails to pay the fee due for any academic year by a date prescribed by Ordinance he shall not be entitled to exercise any rights or enjoy any privileges of a registered graduate during the academic year in question.

(5) If a registered graduate who is liable to pay the annual fee fails to pay the fee during any academic year, his name shall be removed from the register of registered graduates, provided that he shall be re-admitted in any subsequent academic year as a registered graduate if he pays all arrears of fees up to the year of re-admission.

(6) Application for enrolment and for re-admission as a registered graduate shall be made in forms given in Appendices A and B respectively.

(7) All disputes relating to compliance with the provisions of the Order, Statutes and University Ordinances regarding registration of graduates shall be decided by the Chancellor.

**15.** (1) Appointments to salaried Professorships and salaried Associate Professorships shall be made on the nomination of a Committee of Selection constituted for the purpose as follows:-

- (i) the Vice-Chancellor (Chairman);

- (ii) two nominees of the Syndicate;
- (iii) two members nominated by the Chancellor; and
- (iv) three experts, of whom at least one must be an external expert, nominated by the Chancellor.

(2) A Committee of Selection appointed under paragraph (1) shall report to the Syndicate which shall, if it accepts the nomination of the Committee, make the appointment to the post accordingly. If the Syndicate does not accept the nomination of the Committee, it shall refer the case to the Chancellor, who shall make such appointment as he thinks fit.

(3) The Syndicate may, on the recommendation of the Selection Committee, offer an eminently qualified person a Professorship in the University, on such terms and conditions as it may determine.

**16.** (1) Appointment to teaching posts, other than Professorships and Associate Professorships, shall be made by the Syndicate on the nomination of a Committee of Selection constituted for the purpose as follows:-

- (i) the Vice-Chancellor (Chairman);
- (ii) two nominees of the Syndicate;
- (iii) the Head of the Department concerned; and
- (iv) one expert to be nominated by the Syndicate.

(2) If the Syndicate does not accept the nomination of the Committee of Selection, it shall refer the case to the Chancellor, who will make such appointments as he thinks fit.

(3) Temporary appointments, for a period not exceeding six months, to posts of teachers, other than Associate Professors and Professors, may be made by the Vice-Chancellor on the recommendation of the Head of the Department and the Dean of the Faculty concerned and report it to the Syndicate.

**17.** Increments and promotions of teachers shall be given in recognition of achievements and shall not be granted automatically on the basis of seniority only.

**18.** The Registrar shall be appointed by the Syndicate on the recommendation of a Committee of Selection constituted as follows:-

- (i) the Vice-Chancellor (Chairman);
- (ii) one member of the Academic Council to be selected by the Academic Council and the Syndicate;
- (iii) two members of the Syndicate to be selected by the Syndicate; and
- (iv) two persons to be appointed by the Chancellor.

**19.** The Inspector of Colleges and the Controller of Examinations shall be appointed by the Syndicate on the recommendation of a Committee of Selection constituted as follows:-

- (i) the Vice-Chancellor (Chairman);
- (ii) the Treasurer;
- (iii) the Director of Public Instruction, Bangladesh;
- (iv) the Deans of the Faculties of Arts, Science and Law;
- (v) two persons appointed by the Chancellor; and
- (vi) one person selected by the Syndicate.

**20.** The Librarian of the University shall be appointed by the Syndicate on the recommendation of a Committee of Selection constituted as follows:-

- (i) the Vice-Chancellor (Chairman);
- (ii) two persons to be appointed by the Chancellor;
- (iii) two members of the Academic Council to be selected by the Academic Council; and
- (iv) one member of the Syndicate to be selected by the Syndicate.

**21.** The Medical Officer of the University shall be appointed by the Syndicate on the recommendation of a Committee of Selection constituted as follows:-

- (i) the Vice-Chancellor (Chairman);
- (ii) the Director of Health Services of Bangladesh;
- (iii) the Dean of the Faculty of Medicine;
- (iv) two members of the Syndicate to be selected by the Syndicate; and
- (v) one person to be appointed by the Chancellor.

**22.** The Deputy Registrar shall be appointed by the Syndicate on the recommendation of a Committee of Selection constituted as follows:-

- (i) the Vice-Chancellor (Chairman);
- (ii) the Treasurer;
- (iii) the Registrar;
- (iv) the Director of Public Instruction, Bangladesh;
- (v) two persons appointed by the Chancellor; and
- (vi) two persons selected by the Syndicate.

**23.** Every salaried employee of the University shall receive pension on the lines of the pension rules applicable in the case of the Government employees as will be laid down in a separate Statute. The pension rules shall apply to the existing employees from the date of their joining the University if they opt for these benefits and surrender the accumulation of Provident Fund of University's contribution *plus* interest thereon.

**24.** (1) Employees of the University other than-

- (i) persons who are in receipt of a pension from Government;
- (ii) persons who are over the age of 60 when appointed;
- (iii) part-time employees;

- (iv) persons who are on deputation and holding pensionable posts under Government; and
- (v) persons appointed on a purely temporary basis for a period not exceeding six months and persons appointed in leave vacancies,

shall subscribe every month to the University Provident Fund except when on leave without pay:

Provided that an employee who has not served in a permanent post continuously for a period of three years or in a temporary post continuously for a period of five years shall not receive anything beyond his deposits in the fund with interest accrued thereon:

Provided further that notwithstanding any other provisions to the contrary the Syndicate may at the time of making a particular appointment decide that the individual appointed to that particular post shall or shall not be a subscriber to the Provident Fund.

(2) A sum equal to 10 per cent. of the salary shall be deducted from the salary of each subscriber every month and paid into the Provident Fund and the University shall contribute an equal amount in respect of each subscriber in each month:

Provided that the contribution by the University shall not be payable in respect of any period in respect of which the subscriber has not paid his subscription:

Provided further that in case of employees who joined the Provident Fund prior to July, 1939, or subsequently permitted to do so with effect from a date prior to July 1, 1939, the rate of subscription and the University contribution shall each be equal to 10 per cent. of the salary.

(3) In calculating the monthly salaries on which deductions are to be made and contributions are to be paid any fraction of a taka of such monthly salary shall be omitted. For the purposes of this paragraph the term "salary" shall mean monthly salary and regular monthly allowances by way of remuneration for service, including leave allowances, but excluding travelling allowances or payments of lump sums made in respect of any particular piece of work.

(4) A University Provident Fund Account shall be opened in principal Branch of the Sonali Bank in Dhaka to which the total deductions from the salaries of the University staff, as well as the corresponding contributions from the University under paragraph (2), shall be credited at the beginning of each month. Any cash balance of the fund in excess of Tk. 500 shall be invested by the Treasurer before the end of each month in such securities as approved by the Finance Committee of the Syndicate and as are approved under section 20 of the Trusts Act, 1882. All investments and securities shall be held jointly by the Vice-Chancellor and the Treasurer.

(5) The rate of interest shall be the same as the Bank rate.

(6) Interest under paragraph (5) will be allowed for each calendar month upon the minimum balance of the subscriber's account between the close of the 4<sup>th</sup> day and the end of the month. It will be added to the principal at the end of the University financial year (June 30) except when the account is to be finally closed.

(7) Each subscriber shall receive from the University Treasurer not later than October 15 of each year a statement of his account showing the opening balance, the deposits and withdrawal during the financial year ending June 30, and the closing balance after the addition of interest allowed under paragraph (6). Subscribers are required to satisfy themselves as to the correctness of these statements and unless errors in them are brought to the notice of the Treasurer within three months from the date of their receipt any sums not included in the account will lapse to the University.

(8) In the event of a subscriber resigning his employment after less than five years service or being dismissed, the contribution by the University as well as the interest that has accrued on the same shall lapse into the general University Fund:

Provided that a subscriber, who has served the University for three years or more and resigns with approval of the University, shall be entitled to the University's contribution.

(9) A subscriber to the University Provident Fund who is on leave with allowances must continue to subscribe during leave unless exempted from doing so by the Syndicate under such conditions as may be prescribed by them in each particular case.

(10) (a) Temporary advances of loans may be granted to subscribers from the sum to their credit in the Provident Fund under conditions to be prescribed by the Provident Fund Rules.

(b) A subscriber may be allowed to pay life Insurance premiums out of his Provident Fund money up to the limit of his own subscription to the Fund with interest under conditions prescribed by the Ordinance.

(11) The deposit and contribution, less the amount outstanding in respect of advances or loans granted under paragraph (10) (a) with interest thereon at the credit of subscriber shall be payable in full and shall only be finally withdrawn-

(a) on the depositor ceasing to be a servant of the University; or

(b) on his death:

Provided that in both cases sanction of the Syndicate shall first be obtained by the Treasurer before any payment is made.

(12) Each subscriber shall, as soon as possible after his joining the Fund, be called upon by the Treasurer to furnish a "Form of Declaration" showing how he wishes the amount of his accumulation to be disposed of on his death *vide* specimen form at Appendix 'C'.

(13) For the purpose of the Statute, only the following survivors of a subscriber shall be held to constitute his family:-

(i) widow or widows;

(ii) children; and

(iii) widow, or widows and children of a deceased son.

An adopted child shall be considered to be a child within the meaning of this Statute when, under the personal law of the subscriber, adoption is legally recognised as conferring the status of a natural child but not otherwise,



If doubts arise in an individual case, the Treasurer shall refer the matter to the Syndicate and their decision shall be final for the purpose of this Statute. A declaration in favour of an adopted child is made at the subscriber's risk and can be challenged at any time.

(14) A subscriber may in his declaration specify the distribution of the accumulation.

(15) Any form of Declaration submitted by a subscriber is revocable at any time. A fresh declaration shall be operative only on being received by the Treasurer. On a subscriber's marriage or re-marriage any declaration already submitted by him will forthwith become null and void and, unless a revised Form of Declaration is received, the amount of his accumulations will be dealt with under clause (b), or clause (d) of paragraph (20) as the case may be.

(16) If minors are nominated in a Form of Declaration the person or persons to whom sums intended for their benefit are to be paid should be stated in the Form of Declaration.

(17) In the event of the subscriber having a family as defined in paragraph (13), he is not permitted in his Form of Declaration, to leave the amount of his accumulations or any part of it to any one outside his family.

(18) Where a Form of Declaration purports to leave money otherwise than to a member or members of a subscriber's family, the Treasurer shall call upon the subscriber to state whether he has a family, and if it is found that he has one, the Form of Declaration shall not be accepted. A subscriber who has a family has absolute discretion regarding the distribution of the amount at his credit at the time of his death among the members of that family. He may exclude any one or more of them in favour of another or others of them, and the manner in which the distribution is to be made among them is also within his absolute discretion.

(19) On a subscriber's death before retirement, the amount shall be disposed of as follows:-

- (a) It or such portion of it as may be specified in an accepted Form of Declaration, will be divided among all or any member of his family in accordance with the

terms of the Declaration. If the Declaration relates to a portion only of the amount, the balance will be distributed in the manner described in clause (b). If the declaration does not state the person or persons to whom the sum intended for the benefit of a minor is to be paid, the sum due shall be paid to the minor's legal guardian to be used for the minor's benefit, or, failing a legal guardian, in such person or persons as the Treasurer may consider to be the proper person or persons to receive it on the minor's behalf.

- (b) Where a subscriber leaves a family, but no Form of Declaration in favour of any member or members of the family has been received from him, the amount shall be distributed among his family, except that sons of a deceased son, who have attained legal majority, and married daughters of a deceased son, whose husbands are alive shall be excluded from participation.

The division among the persons entitled shall be in equal shares, except that the widow or widows and the child or children of any deceased son shall take equally between them only the share which that son would have taken had he survived the subscriber.

Any sum due to a minor shall be paid to the minor's legal guardian to be used for the minor's benefit, or, failing a legal guardian to such person or persons as the Treasurer may consider to be the proper person or persons to receive it on the minor's behalf.

- (c) If there be no party to receive the amount under clauses (a) and (b) it will be divided among or paid to such person or persons (whether related to the subscriber or not) as may be specified in an accepted Form of Declaration. If the Form of Declaration relates to a portion only of the amount, the balance shall be distributed in the manner described in clause (d).
- (d) If there be no party entitled to receive under the foregoing clauses (a), (b) and (c), the amount will be paid to the subscriber's legal representative or such other person or persons as may be determined by a Civil Court, competent to pass orders in this respect:

Provided that if the sum remaining at the credit of the subscriber does not exceed Tk. 500, it may be paid to such person or persons as the Treasurer may consider to be the proper person or persons to receive it.

*Note 1* – A husband may make a written application for the exclusion of his wife from participation under clause (b) if she has been Judicially separated from him. In the absence of such an application the widow will retain her rights under clause (b).

*Note 2* – When a person named in a Form of Declaration dies before the subscriber, the Declaration will, in the absence of a direction to the contrary, in the Form of Declaration, become null and void in respect of that person, but that person only and his or her share will be distributed in the manner described in clause (b) or clause (d) as the case may be.

*Note 3* – The above two notes apply *mutatis mutandis* to married women who are subscribers to the Provident Fund.

(20) If the Treasurer receives notice that a Will has been left by a deceased subscriber, which purports to dispose of his accumulations in the Fund or any part of them, he shall, before making any payment, refer the matter to the Syndicate for decision.

(21) The University shall not be bound by, or recognise, any assignment or encumbrance executed or created which affects the disposal of the accumulations of a subscriber who dies before retirement.

(22) The ledger and other accounts of the Provident Fund shall be kept by the University Treasurer in a form approved by the Syndicate.

(23) The Provident Fund Accounts shall be audited annually by a Government Auditor together with the other accounts of the University.

(24) The securities of the Provident Fund shall be assessed by the Treasurer at the market value and after such assessment has been certified by the Government Auditor, the University shall, if necessary, subscribe from its General Funds such an

amount as is required to make the amount available for distribution equivalent to the liabilities to the subscribers. If the Government Auditor certifies that the amount standing to the credit of the Fund is in excess of the liabilities, an amount equal to the amount of the excess balance shall be transferred from the Provident Fund to the General Funds of the University.

(25) Subject to the consent of the Syndicate and the subscriber concerned in each case, this Statute shall apply to the amounts accumulated in the names of the members of the staff.

(26) Subject to the consent of the Syndicate and the subscriber concerned in each case employees migrating to this University from the other recognised University shall be permitted to transfer the accumulations in his Provident Fund Account from the latter University.

(27) All questions of interpretation of this Statute shall be decided by the Syndicate, whose decision shall be final.

**25.** (1) Subject to the provisions of paragraphs (2) and (10), a gratuity at the rate of one month's pay for each complete year of active service shall be paid to a whole time M.L.S.S. of the University on retirement or resignation after approved service or to his nominee or nominees in case of his death after approved service. The monthly pay shall for this purpose be the average pay for the year preceding retirement or resignation or death. The term 'average pay' means the average of full pay drawn for twelve months prior to retirement or resignation or death, the period passed on leave with pay less than full pay or without pay or on suspension being disregarded in the calculation of average pay.

(2) (a) The gratuity may be paid in lump sum or in instalment as the Vice- Chancellor may decide in each case.

(b) The gratuity shall be payable only-

(i) when a whole-time M.L.S.S. has completed twenty years' active service;

(ii) when a whole-time M.L.S.S. has completed twelve years' active service and is not less than 55 years of age; and

- (iii) when a whole-time M.L.S.S. dies after completing active service of not less than three years.

(3) Notwithstanding the provision of paragraph (2), the Syndicate may sanction a special gratuity, as it may decide, up to the limit admissible under paragraph (1) when an M.L.S.S. dies or meets with an accident while discharging his duties or is disabled and on that account discharged from service:

Provided that for the purpose of this Statute, the expression 'active service' shall include, besides the time spent on duty, the period or periods of leave on full pay and the following categories of M.L.S.S. shall be regarded as whole-time M.L.S.S.:-

- (a) The Jamadars or Head Bearers.
- (b) Sorters.
- (c) Duftries.
- (d) Chaprasis, Orderlies, Peons and Bearers.
- (e) Darwans and Chaukidars.
- (f) Fireman.
- (g) Bell-men.
- (h) Goalas.
- (i) such other employees as the Syndicate may from time to time include.

(4) Each whole-time M.L.S.S. shall on completion of the ninth year of his service in the University be called upon by the Registrar to furnish a declaration, in such form as may be prescribed by the Syndicate, showing how in the event of his death prior to retirement or resignation he wishes the full amount of his gratuity to which he would have been entitled under paragraph (2) on the day of his death, to be disposed of. The amount of gratuity shall be paid by the Registrar in accordance with the declaration.

(5) Any declaration submitted by an M.L.S.S. is revocable at any time. A fresh declaration shall be operative only on being received by the Registrar, prior to the death of an M.L.S.S. On an M.L.S.S.' marriage or re-marriage any declaration already submitted shall forthwith become null and void, and unless a revised declaration is received the amount of his gratuity shall be distributed as laid down under paragraph (6).

If minors are nominated in a declaration the person or persons to whom sums intended for their benefit are to be paid, should be stated in it.

(6) When a whole-time M.L.S.S. leaves a family but no declaration in favour of any member or members of the family or anybody else has been received from him, the amount shall be paid to his legal heirs.

(7) If the Registrar receives notice that a Will purporting disposal of his gratuity has been left by a deceased M.L.S.S. entitled to gratuity but has left no declaration, he shall, before making any payment, refer the matter to the Syndicate for decision and the decision of the Syndicate shall be final.

(8) The University shall not be bound by, or recognise any assignment or encumbrance executed or created which affects the disposal of the gratuity due to an M.L.S.S.

(9) The members of the Lower Subordinate Service (M.L.S.S.) shall subscribe every month to the University Provident Fund, except when on leave without pay, with effect from the 1<sup>st</sup> July, 1962. The services of M.L.S.S. who were in service prior to 1.7.1962 and are continuing thereafter shall be counted for payment of gratuity money as provided above as on the 30<sup>th</sup> June, 1962 at the time of final payment of their Provident Fund money on retirement from University service.

**26.** (1) If a teacher or an officer of the University who is an *ex-officio* member of any authority or other body of the University takes leave and another person is appointed to officiate in his place, such officiating person shall be deemed to be the member of such authority or body during the period of such absence on leave in place of the permanent incumbent of such office. If no one is appointed to officiate in place of such teacher or officer he shall continue as a member of such authority or body for a period of six weeks only.

For the purpose of this paragraph a House Tutor-in-charge shall not be regarded as an officiating Provost unless specially appointed as such.

(2) If a teacher or an officer of the University who is appointed by name to be a member of any authority or other body of the University takes leave for a period exceeding 90 days the membership of such teacher or officer shall cease. If the period of leave does not exceed 90 days he shall continue to be a member of such authority or body:

Provided that a Principal nominated by the Chancellor to be a member of the Syndicate shall continue to be a member of the Syndicate when on leave.

**27.** There shall be an Appointment Advisory Board to be appointed by the Syndicate to assist students of the University in securing appointment with its office in Dhaka.

**28.** (1) On joining his first appointment in the University, the Vice-Chancellor shall receive for himself and his wife and children a single actual first class fare for each by railway or steamer or both or a single actual plane fare for each from the place at which he held his previous appointment or from the place from where he actually joins, whichever shall be less and on termination of his appointment he shall receive the same to his ordinary place of residence. He shall also receive the actual cost of transportation of personal effects up to the maximum of 60 maunds.

(2) The vacations and leave of the Vice-Chancellor shall be determined as follows:

- (i) The Vice-Chancellor shall enjoy in each academic year vacation of two months to be taken during the long vacation and all University holidays.
- (ii) If he is re-appointed as from the termination of his first term of office, the Vice-Chancellor shall be regarded as having earned in respect of that period one month's leave on full pay for each completed year of service; and he shall further be credited as from the expiry of his first term of office with one month's leave for each further completed year of service, such leave to be taken at any time in accordance with the terms of paragraph (iii) below, provided that no leave shall be admissible as leave preparatory to retirement.

- (iii) Leave other than casual or medical leave shall be granted to the Vice-Chancellor by the Chancellor after report from the Syndicate and shall be either prefixable or affixable to any vacation or holiday permissible to the Vice-Chancellor; provided, however, that if any vacation which would be permissible to the Vice-Chancellor if he were on active duty, falls between two periods of leave, when either (1) the commencement of the first period of leave, takes place not more than seven days before the vacation or (2) the end of the second period of leave takes place not more than seven days after the vacation, the Syndicate may, in special circumstances, grant full pay in respect of such vacation.
- (iv) The Chancellor shall be empowered, on the recommendation of the Syndicate, to grant leave to the Vice-Chancellor on full pay in case of urgent private necessity, at any time during his tenure of office for a period not exceeding one month for every completed year of service and such leave shall be deducted from any leave to which he may be entitled under subparagraph (ii).
- (v) The Vice-Chancellor shall be entitled to casual leave not exceeding ten days in any one year, to be granted by the Syndicate.
- (vi) The medical leave of the Vice-Chancellor shall be granted in the following ways:
  - (a) Medical leave shall be granted to the Vice-Chancellor by the Syndicate on a certificate from a Medical Officer approved by the Syndicate.
  - (b) The Vice-Chancellor shall be entitled, at any time during the tenure of his office, to medical leave on full pay of a duration not exceeding one month for each completed year of service and such leave if taken, shall be debited to any leave to which he may be entitled under subparagraph (ii) when medical leave on full pay has been exhausted any further medical leave shall be granted by the Syndicate for a period not exceeding six months on half pay and for a further period of three months on quarter pay. Medical leave on half pay or quarter pay shall be counted as special medical



leave and the total amount of such special medical leave shall not exceed six calendar months in all during the first five years of office of the Vice-Chancellor, if his appointment is renewed after the first term of office. No Medical leave shall be treated as leave preparatory to retirement.

- (c) The medical leave of the Vice-Chancellor shall be prefixable or affixable to a vacation or other holidays or other leave.
- (vii) The Vice-Chancellor shall not receive full pay in respect of any continuous period of leave or of leave combined with vacation exceeding eight months in all.

(3) The Vice-Chancellor shall be required to become a member of the Provident Fund established by the University on the same terms as other officers of the University unless he is a Government Officer.

(4) Any question as to the interpretation of this Statute shall be referred to the Chancellor after report from the Syndicate and the decision of the Chancellor thereon shall be final.

**29.** (1) The vacation and leave of the Treasurer shall be determined as follows:

- (a) The Treasurer shall enjoy in each academic year vacation of two months to be taken during the long vacation and all University holidays.
- (b) If he is re-appointed as from the termination of his first term of office, the Treasurer shall be regarded as having earned in respect of that period one month's leave for each completed year of service.
- (c) Leave other than casual or medical leave shall be granted to the Treasurer by the Chancellor after report from the Syndicate and shall be either prefixable or affixable to any vacation or holiday permissible to the Treasurer.
- (d) The Chancellor shall be empowered on the recommendation of the Syndicate to grant leave to the Treasurer in case of urgent private necessity, at any time during his tenure of office for a period not

exceeding one month for every completed year of service and such leave shall be deducted from any leave to which he may be entitled under clause (b) above.

- (e) The Treasurer shall be entitled to casual leave not exceeding ten days in any one year, to be granted by the Syndicate.
- (f) The medical leave of the Treasurer shall be granted in the following ways:-
  - (i) Medical leave shall be granted to the Treasurer by the Syndicate on a Certificate from a Medical Officer approved by the Syndicate.
  - (ii) The Treasurer shall be entitled at any time during the tenure of his office, to medical leave of a duration not exceeding one month for each completed year of service and such leave, if taken, shall be debited to any leave to which he may be entitled under clause (b).
  - (iii) The medical leave of the Treasurer shall be prefixable or affixable to a vacation or other holidays or other leave.
- (g) The Treasurer shall not receive his remuneration in respect of any continuous period of leave or of leave combined with vacation, exceeding eight months in all.

(2) Any question as to the interpretation of this Statute which may arise on any question relating to leave or T.A. of the Treasurer which is not covered by this Statute shall be referred to the Chancellor after report from the Syndicate and the decision of the Chancellor thereon, shall be final.

**30.** The powers of removal of teachers of affiliated non-Government Colleges by suspending, discharging or dismissing them shall vest in the Governing Body of the College concerned. Before any such action is taken, an opportunity should be given to the offending teacher to meet the charge against him.

**31.** (1) Every affiliated non-Government College shall be a public educational institution; and the whole of its funds shall be appropriated to its own educational purposes and shall be fully controlled by its Governing Body.

(2) Every College (Government and non-Government) affiliated to the University or seeking such affiliation must be under the management of a regularly constituted Governing Body.

(3) The Governing Bodies of all non-Government Colleges affiliated to the University shall consist of-

(i) *President (ex-officio)* – The Commissioner or a person nominated by the Commissioner from the following officers:-

(a) Deputy Commissioner; or

(b) Sub-divisional Officer.

(ii) *Secretary* – The Principal of the College (*ex-officio*).

*Other members*

(iii) Two representatives of teaching staff to be elected by members of the teaching staff from amongst themselves for a period of one year.

(iv) Four representatives of guardians to be elected by the guardians of students from amongst themselves:

Provided that a guardian himself is a student (regular or irregular), he shall not be eligible for election as representative of guardians of students.

(v) Two persons interested in education, one to be nominated by the Vice-Chancellor and the other to be nominated by the Government.

(vi) Three representatives of Founders, Donors, Benefactors and Trustees to be elected by Founders, Donors, Benefactors and Trustees.

*Note 1* – Founders are those persons mentioned in the Trust Deed or other documents relevant to the formation of the Trust, if any.

*Note 2* – Benefactors are those who have contributed not less than Taka 1,000 or made a gift of property estimated to be of equivalent value, to the College.

*Note 3* – Donors are those who have contributed not less than Taka 250 per year to the College. Such Donors will be eligible to vote during any year in which they have made their contribution.

(vii) one registered Medical Officer to be co-opted by the Governing Body as constituted under (i) to (vi) above.

The members of the Governing Bodies of the affiliated College should be nationals of Bangladesh and ordinarily resident in Bangladesh. But this may not apply to the Colleges under the Special type of Governing Bodies.

Individual Colleges may be excluded from the above requirements in regard to the constitution of their Governing Bodies. In such exceptional cases the Governing Bodies shall be as the Government and the University may decide and their constitution shall be as agreed to by the University and the Government.

The tenure of office of Governing Bodies so constituted will be for three years except where otherwise stated and excepting in the case of representatives of the teaching staff who will hold office for one academic year. Members appointed in the casual vacancies of the Governing Body will hold office for the unexpired portion of its term.

In the event of failure of a College to complete reconstitution of its appropriate Governing Body, a Committee consisting of (i) the Commissioner of the Division or the Deputy Commissioner or the Sub-divisional Officer (as the case may be) as *ex-officio* President, (ii) the Principal of

the College, as the *ex-officio* Secretary and (iii) one member to be nominated by the Vice-Chancellor, be formed ordinarily for a period of not more than six months at a time. It shall exercise all the powers of a full fledged Governing Body. Apart from carrying on the day to day administration of the College, the primary functions of the Committee shall be to reconstitute the regular Governing Body according to the rules as soon as possible.

(4) The Governing Bodies of all Government Colleges shall consist of-

(i) *President* – Commissioner of a Division in respect of Colleges situated at the Divisional Headquarters. Deputy Commissioner of the District in respect of Colleges at the District Headquarters other than Divisional Headquarters (*ex-officio*).

(ii) *Secretary* – Principal of the College (*ex-officio*).

*Other members*

(iii) Two elected representatives of teaching staff.

(iv) Three persons to be appointed by Government on the basis of their eminence in education, one of whom may be a guardian.

(v) One nominee of the University.

(vi) Four representatives of guardians to be elected by the legal guardians of students.

(5) (a) In the case of the two Training Colleges in Mymensingh, Principal of one College may be included in the Governing Body of the other College.

(b) For the College of Physical Education Secretary, Bangladesh Sports Federation may be included in the Governing Body.

**32.** (1) The Governing Bodies of non-Government Colleges having Intermediate Section shall consist of the following members until such time as the Degree and Intermediate

Sections are bifurcated-

- (i) *President (ex-officio)* – The Commissioner or any person nominated by him from the following-
  - (a) Deputy Commissioner, or
  - (b) Sub-divisional Officer.
- (ii) *Secretary* – The Principal of the College (*ex-officio*).

*Other members*

- (iii) Two representatives of teaching staff to be elected by members of the entire teaching staff of the College including the staff of the Intermediate Section from amongst themselves for a period of one year.
- (iv) Four representatives of guardians to be elected by the legal guardians of students from amongst themselves; two to be elected by the guardians of students belonging to the Degree classes and two by the guardians of students belonging to the Intermediate classes:

Provided that a legal guardian if he himself happens to be a student (regular or irregular) shall not be eligible for election as representative of guardians of students.

- (v) Three persons interested in education, one to be nominated by the Vice-Chancellor, one to be nominated by the Government and one by the Chairman of the Board of Intermediate and Secondary Education concerned.
- (vi) Three representatives of Founders, Donors, Benefactors and Trustees to be elected by Founders, Donors, Benefactors and Trustees.

Founders are those persons mentioned in the Trust Deed or other documents relevant to the formation of the Trust, if any.

Benefactors are those who have contributed not less than Taka 1,000 or made a gift of property estimated to be of equivalent value, to the College.

Donors are those who have contributed not less than Taka 250 per year to the College, such Donors will be eligible to vote during any year in which they have made their contribution.

- (vii) Registered Medical Officer – one, to be co-opted by the Governing Body as constituted under (i) to (vi) above.

(2) The Governing Bodies of Government Colleges having Intermediate Section shall consist of the following members until such time as the Degree and Intermediate Sections are bifurcated:

- (i) *President* – Commissioner of a Division in respect of College situated at the Divisional Headquarters.

Deputy Commissioner of the District in respect of College situated at the District Headquarters other than Divisional Headquarters- *Ex-officio*.

- (ii) *Secretary* – The Principal of the College (*ex-officio*).

*Other members*

- (iii) Two elected representatives of the teaching staff irrespective of whether they teach in the Degree or Intermediate classes for a period of one year.
- (iv) Three persons to be appointed by Government on the basis of their eminence in education, one of whom may be a guardian.
- (v) One nominee of the University.
- (vi) One nominee of the Chairman of the Board of Intermediate and Secondary Education concerned.
- (vii) Four representatives of guardians to be elected by the legal guardians of students, two to be elected by the legal guardians of students belonging to the Degree classes and two by the guardians of students belonging to the Intermediate classes:

Provided that a legal guardian, if he himself happens to be a student (regular or irregular), shall not be eligible for election as representatives of guardians of students.

**33.** (1) The Governing Bodies of all Teachers' Training College and Bangladesh College of Physical Education affiliated to the University shall consist of :

- (i) *Chairman* – The Commissioner of the Division or Additional Divisional Commissioner or Deputy Commissioner or Sub-divisional Officer – *Ex-officio*;

The Commissioner shall determine which of those officers shall be the Chairman;

- (ii) *Secretary* – The Principal of the College – (*ex-officio*);

*Other members*

- (iii) Two persons to be nominated by the University;
- (iv) Three persons interested in education to be nominated by the Government;
- (v) Two elected representatives of the staff to be elected by the members of the teaching staff for one academic year.

(2) The tenure of office of Governing Bodies so constituted will be for three years except where otherwise stated and excepting in the case of representatives of the teaching staff who will hold office for one academic year. Members appointed in the casual vacancies of the Governing Body will hold office for the unexpired portion of its term.

(3) In case of two Teachers' Training Colleges in Mymensingh, Principal of one Training College will be nominated in the Governing Body of the other College.

(4) For the Bangladesh College of Physical Education, Secretary, Bangladesh Sports Federation may be included in the Governing Body.

**34.** (1) For the purpose of admission to a course of study for a degree in the University or in any of its affiliated or constituent Colleges, the Intermediate Examination or Higher Secondary Examination of the under mentioned Universities



and Boards shall be recognised as equivalent to the corresponding Intermediate Examination of the Board of Intermediate and Secondary Education, Dhaka:-

- (1) The Agra University.
- (2) University of Allahabad.
- (3) The Aligarh Muslim University.
- (4) The Andhra University.
- (5) The Annamalai University.
- (6) The Benares Hindu University.
- (7) University of Bombay.
- (8) University of Calcutta.
- (9) University of Delhi.
- (10) University of Madras.
- (11) University of Mysore.
- (12) The Nagpur University.
- (13) The Osmania University, Hyderabad.
- (14) University of Patna.
- (15) University of the Punjab, Chandigar, India.
- (16) University of Rangoon.
- (17) The Travancore University.
- (18) University of Gauhati.
- (19) Visva Bharati, Santiniketan, West Bengal.
- (20) Rajputana University.
- (21) Bihar University.
- (22) Lucknow University, India.
- (23) Jadavpur University, Calcutta.

- (i) Board of High Schools and Intermediate Education, Rajputna, Madhya Pradesh and Gwalior, Azmeer.
- (ii) Board of High Schools and Intermediate Education, Uttar Pradesh.
- (iii) The Higher Secondary and Secondary Education Board, West Bengal.

The Cambridge Higher School Certificate Examination in Group II and in Group IV are recognised as equivalent to the I.A. and I.Sc. Examination of the University respectively under conditions prescribed by the University Ordinances.

(2) The Cambridge Examination or the Cambridge School Certificate Examination shall be recognised as equivalent to the Matriculation or Secondary School Certificate Examination of the Board of Intermediate and Secondary Education, Dhaka, under conditions prescribed by the Ordinance.

(3) For the purpose of admission to a course of study for a degree, the degrees conferred by any University incorporated by Law for the time being in force in Bangladesh and by the Universities mentioned in paragraph (1) shall be recognised as equivalent to the corresponding degrees of the University of Dhaka but the Honours degree of two years' duration of any University shall not be recognised as equivalent to the Honours degree of the University of Dhaka which is of three years' duration. Such Honours degrees shall only be recognised as equivalent to the Pass degrees of Dhaka University.

The degrees conferred by the under mentioned Universities shall also be recognised as equivalent to the corresponding degrees of the Dhaka University:

- (1) University of Aberdeen.
- (2) University of Belfast (Queen's University).
- (3) University of Birmingham.
- (4) University of Bristol.
- (5) University of Cambridge.
- (6) University of Dublin.

- (7) University of Durham.
- (8) University of Edinburgh.
- (9) University of Glasgow.
- (10) National University of Ireland.
- (11) University of Leeds.
- (12) University of Liverpool.
- (13) University of London.
- (14) University of Manchester.
- (15) University of Oxford.
- (16) University of Sheffield.
- (17) University of St. Andrews.
- (18) University of Wales.

**35.** The duties of the University teachers shall include the following:-

- (a) to teach the students by means of lectures, tutorials, discussion, seminars, demonstrations, etc.;
- (b) to conduct, guide and supervise research;
- (c) to maintain personal contact with the students, give them individual guidance and supervise their extra-curricular activities;
- (d) to assist the authorities in preparing courses and syllabi, in conducting examinations, in organising libraries, laboratories, and other curricular and extra-curricular activities of the University and its departments, colleges and other institutions; and
- (e) to perform such other functions and duties as are assigned to them by the Vice-Chancellor.

<sup>1</sup>[**36. Administration of Departments.-** (1) The Chairman of a department shall be appointed by the Vice-Chancellor for a term of three years from among Professors of the department by rotation in order of seniority:

Provided that-

- (a) if there is only one Professor in a department, such Professor shall be the Chairman of the department unless he declines to act as the Chairman in which case the Chairman shall be appointed from amongst such other teachers of the department as the Vice-Chancellor may deem fit;
- (b) if there is no Professor in a department, the Chairman of the department shall be appointed from among the two most senior of the Associate Professors of the department by rotation in order of seniority; and
- (c) if there is neither any Professor nor any Associate Professor in a department, the Chairman shall be appointed from amongst such other teachers of the department as the Vice-Chancellor may deem fit.

**Explanation.-** In the case of any dispute regarding the seniority of any teacher the decision of the Vice-Chancellor thereon shall be final.

(2) The Chairman of the department shall be responsible for the general supervision of the department and shall dispose of the routine matters only. All policy matters shall be dealt with by a departmental committee, to be known as the Academic Committee, which shall consist of all teachers of the department.

(3) The Academic Committee shall deal with-

- (a) admission of students;
- (b) syllabuses;
- (c) examinations;

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<sup>1</sup> Statute 36 was substituted by section 7 of the Dacca University (Amendment) Ordinance, 1977 (Ordinance No. XXXII of 1977).

- (d) teaching in the departments;
- (e) co-curricular activities of the students in the department.

**Academic Committee:**

The Academic Committee will consist of all teachers of the department.

**Function of the Academic Committee:**

The Academic Committee shall deal with –

- (a) Admission of Students;
- (b) Syllabuses;
- (c) Examinations;
- (d) Teaching in the department;
- (e) Co-curricular activities of the students in the department.

**Planning Committee:**

The Planning Committee shall consist of one-third of the total number of teachers in order of seniority with a minimum number of three.

**Function of the Planning Committee:**

The Planning Committee shall deal with-

- (a) Expansion of the department;
- (b) Appointment of teachers.]

**37. There shall be following Officer of the University –**

- (1) The Chief Medical Officer.
- (2) The Director, Teacher-Student Centre.
- (3) The Public Relations Officer.

(4) The Director, Physical Education.

(5) The Deputy Inspector of Colleges.

**38.** (1) Every salaried teacher and officer of the University shall be appointed on a written contract which shall lay down the terms of appointment, duties and emoluments of the employee concerned and the manner in which the contract can be terminated. The contract shall be signed by the Treasurer on behalf of the University and a copy thereof shall be furnished to the teacher or officer concerned.

(2) The terms of the contract shall be determined without prejudice to the right of the employee concerned to hold political views and to associate with any lawful organisation outside the University, provided the employee does not derive any pecuniary benefit from such association.

(3) No teacher or officer shall be penalised or dismissed except on the ground of moral turpitude or inefficiency, or conduct prejudicial to service discipline or unbecoming of a University employee and no action will be taken on such grounds without an enquiry by an Enquiry Committee to be set up by the Syndicate in which opportunity shall be provided to the teacher and officer concerned to represent his case.

(4) If a *prima facie* case is established against the employee concerned as a result of the enquiry, a Tribunal consisting of one representative of the Senate, one of the Syndicate and one nominee of the employee concerned shall be set up to consider the case and recommend to the Syndicate such action as it deems fit.

(5) The employee concerned shall have right to appeal to the Chancellor against any order passed by the Syndicate on the recommendation of the Tribunal and the Chancellor may pass such order on the appeal as he thinks fit, and such orders shall be final.

**39.** (1) The election of 25 representatives of the Senate by the registered graduates shall be held on such date or dates after 31<sup>st</sup> August in the Academic year in which the election is held, as may be fixed by the Vice-Chancellor.

(2) The following categories of registered graduates shall be entitled to take part in the election-

- (i) Graduates enrolled as registered graduates for life.
- (ii) Graduates whose registration fees for the session or for enrolment for life are received in the Registrar's Office, whether from the graduates themselves or their messengers or by postal money order within twelve office working days from the beginning of the session by an hour to be previously fixed and notified by the Registrar:

Provided that no payment shall be valid if fees for the previous session or sessions are in arrears:

Provided further that no registered graduate shall be eligible to be a candidate if he was declared an insolvent or was found guilty of moral turpitude during a period of six years prior to the election.

(3) Intimation of the date fixed for the election shall be sent to qualified registered graduates not less than forty-five days before the date of election together with a list of such graduates and a nomination paper.

(4) Any registered graduate may nominate for membership of the Senate such number of registered graduates as there may be vacancies. The nomination shall be made in a form approved by the Vice-Chancellor which must reach the Registrar not later than 4 p.m. on the 30<sup>th</sup> days before the date fixed for the election.

(5) Any registered graduate intending to stand as a candidate for election shall, within the time fixed for sending nominations, intimate to the Registrar his willingness to do so in a form approved by the Vice-Chancellor. The nomination of a candidate who has not signified his willingness to stand for election in the aforesaid manner shall be rejected.

(6) The voting shall be by means of voting papers signed and attested as hereinafter provided. The Registrar shall issue the voting paper together with a statement of the names and qualifications of the nominees and two envelopes, one cloth-

lined and one ordinary for sending the voting paper to qualified registered graduates not less than 15 days before the date fixed for the election. Each voting paper shall bear a serial number and this number shall also be printed on the envelope.

(7) The voting paper shall be issued by the Registrar in a form approved by the Vice-Chancellor and the each graduate shall mark on it names of the candidates for whom he votes and signs his own name at the place assigned for his signature. His signature must be attested by a member of the Senate or any Gazetted Officer, or a Chairman of a Union Panchayet in Bangladesh or any Gazetted Officer attached to the offices of the High Commissioners for Bangladesh, Deputy High Commissioners for Bangladesh or any Gazetted Officer attached to Bangladesh Embassies and Legations or any Liaison Officer of Bangladesh. Candidates for election shall not attest the voting paper of any voter belonging to his constituency.

(8) Every graduate shall have one vote for each vacancy but he shall not have the right to record more than one vote in favour of one candidate. He may, if he so chooses, withhold one or more of his votes.

(9) Votes once recorded cannot be altered. Rubbing and erasure for such a purpose would make a voting paper invalid, but, if necessary, a duplicate voting paper should be issued on the return of the original, or on a declaration under the signature of the voter that the original voting paper has been lost or destroyed:

Provided that if, a duplicate voting paper is issued but the original voting paper reaches the Registrar, within the prescribed time, the original and not the duplicate shall be accepted.

(10) Voting papers must be sent by voters to the Registrar in the cloth-lined envelope supplied to them and sealed with a distinctive seal either in person or through messengers, or by insured post in the double covers supplied to them unless they are signed in the presence of the Registrar in which case may be handed over to him unsealed. If the voting papers are sent in covers other than those supplied by the Registrar or in single cover they shall be rejected.



(11) Votes recorded in a voting paper shall not be counted unless they are received by the Registrar or by a person authorised by the Registrar to do so, by 4 p.m. on the date immediately preceding the date of election.

(12) The Vice-Chancellor shall appoint not less than three scrutineers to count the votes.

(13) A candidate or his agent authorised by him in writing shall be given an opportunity of examining separately and at different times the signatures of the voters as well as the votes in the presence of the scrutineers. None but the candidates or their authorised agents, the scrutineers, the Vice-Chancellor and the Registrar shall be allowed to be present at the time of the counting of votes.

(14) Save as provided hereinbefore, scrutineers shall not communicate any matter relating to the voting papers to any person other than the Vice-Chancellor. It shall be their duty to communicate in writing to the Vice-Chancellor any irregularity or corrupt practice of which they might have any reasonable suspicion. As soon as the counting is over they shall send to the Vice-Chancellor the report containing the results of the Election as well as such matters as they might think proper.

(15) The Vice-Chancellor shall have full powers to dispose of all points raised in the course of the election and his decision shall be regarded as final unless questioned by a regular election petition.

(16) If at any election two or more candidates secure the same number of votes for one vacancy the choice between such candidates shall be determined by the Vice-Chancellor by lot.

(17) The results of the election shall be declared by the Registrar under orders of the Vice-Chancellor.

(18) Any vacancy or vacancies shall be filled up in the same manner as in the foregoing rules.

**40.** (1) The composition of Board of Advanced Studies shall be as follows:-

(a) The Vice-Chancellor;

- (b) The Deans of all Faculties;
- (c) All Professors of Faculties (one teacher from the Department in case there is no Professor in that Department);
- (d) Two co-opted members for their special scholarship in certain branches of knowledge;

(2) The Board may make recommendations to the Academic Council on the following matters:-

- (i) to examine the recommendations of the Faculties for appointment of teachers and for other academic planning;
- (ii) to recommend creation of higher teaching posts namely; Associate Professorship, Professorship and Supernumerary, Emeritus, visiting Professorship and similar posts;
- (iii) to consider the programmes in the fields of teaching and research, their promotion and co-ordination within the University;
- (iv) to consider whether necessary facilities including effective and useful supervision are available for the University Departments to undertake Ph.D. work in a particular field;
- (v) to consider and approve the various research projects in the University;
- (vi) to award all grants and fellowships;
- (vii) to review the position as regards the existing Ph.D. works in order to satisfy itself that suitable staff and equipment are available and that a high standard is maintained.

**APPENDIX 'A'**

**FORM OF APPLICATION**

**(For graduates of Dhaka University who desire to be enrolled as Registered Graduates of the University.)**

1. Name (in block letters) .....
2. Father's name .....
- \*3. Address (in full) .....  
.....
4. Religion and Caste .....
5. Occupation .....
6. Degree obtained (state year of graduation) .....
7. Registration fee of Taka 20.00 is enclosed herewith/sent by  
.....

*Date* .....                      *Signature* .....

The statements made above are correct.

*Signature* .....

*(To be filled in by the Accounts Office)*

Received on .....

Cashier's Receipt No. ....  
.....

*Signature of the Cashier or Collecting Officer.*

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\* All correspondence will be sent to this address until an intimation of change of address is sent to the Registrar.

**APPENDIX 'B'**

**FORM FOR RE-ADMISSION OF REGISTERED GRADUATES**

1. Name.....

2. Father's name .....

\*3. Address.....  
.....

4. Occupation .....

5. Registration No. ....

6. Session or Sessions for which the fee is paid  
.....

Date .....

*Signature of the Registered Graduate.*

*(To be filled in by the Accounts Office of the University.)*

Received Taka  
.....

Cashier's Receipt No. .... dated .....

.....  
*Signature of the Cashier or Collecting Officer.*

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\* All correspondence will be sent to this address until an intimation of change of address is sent to the Registrar.

**APPENDIX ‘C’**

**DHAKA UNIVERSITY PROVIDENT FUND**

Depositor No. ....

**FORM OF DECLARATION**

From ..... Subscriber.

I hereby declare that in the event of my death the amount at my credit in the University Provident Fund shall be distributed among the persons mentioned below in the manner shown against their names.

The amount due to a nominee, who is a minor at the time of my death, should be paid to the person whose name appears in column 5.

Name and address of the nominee or nominees.	Relationship with the subscriber.	Whether major or minor; if minor state his age.	Amount or share of deposit.	Name and address of the person to whom payment is to be made on behalf of the minor.	Sex and percentage of person mentioned in Column 5.
1	2	3	4	5	6

Here state married or unmarried.

Two witnesses’ signatures –

(1)

(2)

Station .....

Date .....

.....

*Signature of subscriber.*

**THE SECOND STATUTES OF THE UNIVERSITY****Statutes regarding the establishment of the Institute of Education and Research at Dhaka**

**1.** The University of Dhaka shall establish an Institute of Education and Research at Dhaka as a constituent institution with a separate Board of Governors.

**2.** The aims and objects of the Institute shall be-

- (a) to promote and to provide facilities for advanced study and research in education;
- (b) to provide teaching, training and guidance in order to prepare candidates for the degrees of Master of Education and Doctor of Philosophy in Education of the University;
- (c) to provide courses of further study for those already qualified to engage in educational work; and
- (d) to provide services for those concerned with higher education in the University Teaching Departments and affiliated or constituent colleges.

**3. (1)** The management of the Institute shall be vested in a Board of Governors consisting of the following members:-

- (i) the Vice-Chancellor – *Chairman*;
- (ii) the Director of Public Instruction, Bangladesh;
- (iii) the Chairman, Board of Intermediate and Secondary Education, Dhaka;
- (iv) three persons to be appointed by the Chancellor;
- (v) two teachers of the Institute to be elected by the teachers of the Institute; and
- (vi) the Director of the Institute, who shall act as Secretary to the Board of Governors.

**(2)** Four members including the Chairman shall form the quorum for the meeting of the Board of Governors.

(3) The term of office of the appointed and elected members shall be two years.

4. The Syndicate may delegate to the Board of Governors such administrative and financial powers in respect of the Institute of Education as may be considered necessary for its proper and efficient functioning, including, in particular, the following powers:-

- (i) to consider the annual programme and budget prepared by the Director of the Institute and to approve, reject or refer it back to the Director for such modifications as it may suggest;
- (ii) to appoint the teachers and other officers of the Institute and to determine the terms and conditions of their service; and
- (iii) to frame such rules and regulations as may be considered necessary for the proper organisation and administration of the Institute.

5. The courses and syllabi as well as the examinations and Degree requirements of the Institute shall be prescribed by the Academic Council of the University which shall take into consideration such recommendations and proposals as may be submitted by the Institute or by the Committee of Advanced Studies in Education.

6. (1) There shall be a Committee of Advanced Studies in Education consisting of the following members:-

- (i) the Director of the Institute – *Chairman*;
- (ii) the Chairman, Board of Intermediate and Secondary Education;
- (iii) the Dean of the Faculty of Education;
- (iv) the Professors of the Institute;
- (v) the Principal of the Teachers' Training College, Dhaka;
- (vi) two teachers of the Institute, other than Professors, to be nominated by the Board of Governors; and
- (vii) four Principals or teachers to be appointed by the Chancellor.

(2) One-third of the total number of members, fractions being counted as one shall form the quorum for the meetings of the Committee for Advanced Studies in Education.

(3) The term of office of the appointed members shall be two years.

**7.** The functions of the Committee of Advanced Studies in Education shall be to prepare courses and syllabi for post-graduate examinations in Education, and to advise the Academic Council and the Board of Governors on all matters connected with the objects of the Institute.

**8.** (1) There shall be a Selection Board for the purpose of the appointment of teachers of the Institute, which shall consist of the following:-

- (i) the Vice-Chancellor – *Chairman*;
- (ii) the Director of the Institute;
- (iii) the Dean of the Faculty of Education;
- (iv) one member to be appointed by the Board of Governors;  
and
- (v) three experts of whom one shall be an external expert to be appointed by the Chancellor.

(2) Four members including the Chairman shall form the quorum for the meetings of the Selection Board.

(3) The term of office of the appointed members shall be two years.

**9.** In case of an unresolved difference of opinion between the Board of Governors and the Selection Board, the matter shall be referred to the Chancellor whose decision in the matter shall be final.



### THE THIRD STATUTES OF THE UNIVERSITY

#### **Statutes regarding the establishment of the Institute of Statistical Research and Training, Dhaka University**

1. The University of Dhaka shall establish an Institute of Statistical Research and Training as a constituent institution with a separate Governing Body.

2. The aims and objects of the Institute shall be-

- (a) to promote and provide facilities for advanced studies and research in Statistics, including the establishment of research units for developing statistical concepts and methodology appropriate to diverse practical and applied fields;
- (b) to provide training to various categories of statistical workers, refresher courses and in-service training for working statisticians, and training to University graduates in the technical and professional aspects of applied Statistics;
- (c) to co-operate with the Government in Planning development, survey and research schemes and in carrying out the statistical analysis involved therein;
- (d) to co-operate with other departments of the University of Dhaka in research activities requiring statistical method and analysis;
- (e) to undertake research projects sponsored by public or private organisations and to conduct statistical surveys for them under mutual agreement;
- (f) to set up a data processing unit; and
- (g) to popularise statistics and familiarise statistical reasoning to the general public seminars and published literature.

3. (1) The management of the Institute shall be vested in a Governing Body consisting of the following:-

- (i) the Vice-Chancellor – *Chairman*;

- (ii) the Director of the Bureau of Statistics, Government of the People's Republic of Bangladesh;
- (iii) the Head of the Department of Statistics, Dhaka University;
- (iv) the Heads of the Departments of Economics and <sup>1</sup>[Business Studies], Dhaka University;
- (v) the Head of the Department of Physics and Mathematics, Dhaka University;
- (vi) three persons to be appointed by the Chancellor; and
- (vii) the Director of the Institute who shall act as Secretary to the Governing Body.

(2) Four members including the Chairman shall form the quorum for meetings of the Governing Body.

(3) The term of office of the appointed members shall be two years.

**4. The Governing Body shall have the following powers:-**

- (i) to consider the annual research and training programme and the budget estimates of the Institute prepared by the Director and to approve, reject or refer them back to the Director for such modifications as it may suggest;
- (ii) to appoint teachers and officers of the Institute not below the rank and scale of pay of Lecturers of the University of Dhaka on the recommendation of Selection Committee as constituted under paragraph 5 of these Statutes and to determine the terms and conditions of their service:

Provided that the first Director of the Institute shall be appointed for a term of two years by the Syndicate on the recommendation of the Chairman of the Governing Body;

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<sup>1</sup> The words "Business studies" were substituted for the word "Commerce" by section 4 of the Dhaka University (Amendment) Act, 1995 (Act No. XVII of 1995).

- (iii) to frame such rules and regulations as may be considered necessary for the proper organisation and administration of the Institute and for the proper conduct of its examinations subject to the approval of the Syndicate:

Provided that the rules and regulations relating to examinations and other academic matters shall go to the Syndicate through the Academic Council;

- (iv) to create, subject to the approval of the Syndicate, administrative, academic, technical, ministerial or any other posts on a permanent basis and to abolish or suspend any of them as and when considered necessary:

Provided that the Governing Body shall have the power to create posts on a temporary basis for conducting specific research project, statistical field work projects, tabulation projects, data analysis and data processing projects undertaken by the Institute without the approval of the Syndicate.

**5.** (1) There shall be a Selection Committee for the appointment of teachers and officers of the Institute which shall consist of-

- (i) the Vice-Chancellor – (*Chairman*);
- (ii) the Director of the Institute;
- (iii) the Dean of the Faculty of Science;
- (iv) two nominees of the Governing Body; and
- (v) two experts nominated by the Syndicate.

(2) Three members including the Chairman shall form the quorum for the meetings of the Selection Committee.

(3) The term of office of the nominated members shall be two years.

**6.** In case of an unresolved difference of opinion between the Governing Body and the Selection Committee, the matter shall be referred to the Chancellor whose decision in the matter shall be final.

### THE FOURTH STATUTES OF THE UNIVERSITY

1. The University of Dhaka shall establish an Institute of Business Administration as a constituent institute with a separate Board of Governors.

2. The aims and objects of the Institute shall be-

- (a) to promote and provide facilities for post-graduate study and research in Business Administration;
- (b) to provide teaching, training and guidance in order to prepare candidates for the degree of Master of Business Administration (M.B.A.) and Doctor of Business Administration (D.B.A.) of the University;
- (c) to provide courses of further study for those already engaged in business, including short courses for top management, on-the-job training for business people, and a diploma programme for persons ineligible for the Master of Business Administration;
- (d) to provide consulting services and assistance as requested by the business community;
- (e) to perform such other functions as will facilitate attainment of the objects of the Institute.

3. (1) The management of the Institute shall be vested in a separate Board of Governors consisting of-

- (i) the Vice-Chancellor-(*Chairman*);
- (ii) the Treasurer of the University;
- (iii) one member of the Syndicate of the University to be appointed by the Syndicate;
- (iv) one member of the Academic Council of the University to be appointed by the Vice-Chancellor;
- (v) three persons to be appointed by the Chancellor from the business community; and
- (vi) the Director of the Institute who shall work as the Secretary of the Board of Governors.

(2) The term of office of appointed members shall be three years except that initially the appointees from the business community shall be for varying periods up to three years.

(3) The business representatives shall be drawn from both public and private sectors:

Provided that upon the recommendation of the Board of Governors, the number of business representatives may be increased to five.

(4) Four members including the Chairman shall form the quorum for the meetings of the Board of Governors.

**4.** The Syndicate may delegate to the Board of Governors such administrative and financial powers in respect of the Institute as may be necessary for its proper and efficient functioning, including, in particular, the following powers:-

- (i) to consider the annual academic courses and programmes and budget estimates of the Institute as prepared by the Director and to approve, reject or refer those back to the Director for such modifications as the Board of Governors may suggest;
- (ii) to appoint faculty members and officers of the Institute at the rank and scale of pay at least as high as that of other faculty members of the University of Dhaka. These appointments will be made on the basis of recommendations by a Selection Committee which will recommend terms and conditions of faculty members service with the exception that the first Director of the Institute shall be appointed for a period of two years by the Syndicate on the recommendation of the Chairman of the Board of Governors;
- (iii) to establish the Faculty of Business Administration;
- (iv) to frame such rules and regulations as may be considered necessary for the proper organisation and administration of the Institute;
- (v) to frame rules and regulations, on the recommendation of the Faculty of Business Administration, relating to the Institute's courses, programmes, examinations and other academic matters, subject to the approval of the Academic Council;

- (vi) to create, subject to the approval of the Syndicate, administrative, academic, technical, ministerial or other posts on a permanent basis and to abolish or suspend any of them as and when considered necessary:

Provided that the Board of Governors shall have the authority to create posts on a temporary basis for conducting specific projects of the Institute;

- (vii) to receive and accept any and all bequests, donations and other grants of funds from individuals or organisations and to use such funds for the benefit of the Institute, such activities being reported to the Syndicate; and
- (viii) to do other things necessary for the advancement of the Institute and to report them to the Syndicate.

**5. (1)** The Faculty of Business Administration shall be established by the Board of Governors and shall consist of-

- (i) the Director of the Institute-*Chairman*;
- (ii) the Professors and Associate Professors of the Institute;
- (iii) the Head of the Department of <sup>1</sup>[Business Studies] of the University of Dhaka;
- (iv) such other teachers and members from the business community as may be appointed by the Board of Governors:

Provided that the total number of members in the Faculty shall not exceed twenty.

(2) Half of the total number of the members of the Faculty shall form a quorum for its meetings.

**6. (1)** There shall be a Selection Committee for making recommendation for appointment of and officers of the Institute; and the Selection Committee shall consist of-

- (i) the Vice-Chancellor (Chairman);
- (ii) the Director of the Institute;

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<sup>1</sup> The words "Business studies" were substituted for the word "Commerce" by section 4 of the Dhaka University (Amendment) Act, 1995 (Act No. XVII of 1995).

(iii) two nominees of the Board of Governors; and

(iv) two outside experts to be appointed by the Vice-Chancellor.

(2) Three members including the Chairman shall form the quorum for the meetings of the Selection Committee.

(3) The term of office of the nominated members of the Selection Committee shall be two years.

7. In case of an unresolved difference of opinion between the Governing Body and the Selection Committee, the matter shall be referred to the Chancellor whose decision in the matter shall be final.

8. This Statute can be amended, altered, or otherwise revised if considered necessary and recommended by the Board of Governors.

#### **THE FIFTH STATUTES OF THE UNIVERSITY OF INSTITUTE OF NUTRITION**

##### **The Statutes for the establishment of Institute of Nutrition**

1. The University shall establish an Institute of Nutrition as a constituent institution with a separate Governing Body.

2. The aims and objects of the Institute shall be-

- (a) to promote and provide facilities for advanced studies and research in Nutrition and Food Sciences including-
  - (i) nutritive values of food as affected by environmental and cultural conditions;
  - (ii) toxic substances in food;
  - (iii) investigation of naturally occurring unknown growth factors;
- (b) to conduct research on nutritional aspects of diseases specially prevalent in Bangladesh;
- (c) to conduct research on food preservation and development of specialised food;

- (d) to conduct nutrition survey and special field of studies;
- (e) to advise Government and Semi-Government organisations on nutritional problems;
- (f) to provide training and in-service training in nutrition and to popularise modern knowledge of nutrition;
- (g) to advise Government, Semi-Government and Private organisations on nutritional problems;
- (h) to produce materials including audio-visual aids for nutrition education;
- (i) to undertake research projects on nutrition sponsored by public and private organisations independently or in collaboration with national or international organisations;
- (j) to publish nutritional information both of fundamental and applied interest;
- (k) to organise symposium, seminars and conferences in nutrition to promote nutritional research and to disseminate knowledge in nutrition; and
- (l) to conduct such other activities bearing upon nutrition theoretical or applied as approved by the Syndicate of University.

**3. (1) The management of the Institute shall be vested in a Governing Body Consisting of-**

- (1) the Vice-Chancellor (Chairman);
- (2) the Dean of the Faculty of Science of the University of Dhaka;
- (3) the Director of Public Instruction;
- (4) the Director of Agriculture;
- (5) the Director of Health Services;
- (6) the Head of the Department of Home Economics of the University of Dhaka;
- (7) the Head of the Department of Biochemistry of the University of Dhaka;



- (8) the Director of Institute of Post-Graduate Medicine, Dhaka;
- (9) two experts on Nutrition to be appointed by the Chancellor; and
- (10) the Director of the Institute of Nutrition of the University of Dhaka, who will act as Secretary to the Governing Body.

(2) The term of office of the appointed members shall be two years.

(3) Four members including the Chairman shall form the quorum for meeting of the Governing Body.

**4. The Governing Body shall have the following powers:-**

- (i) to consider the annual research and training programme and the budget estimates of the Institute prepared by the Director and to approve, reject or refer them back to the Director for such modifications as it may suggest;
- (ii) to appoint teachers and officers of the Institute not below the rank and scale of pay of Lecturers of the University of Dhaka on the recommendation of the Selection Committee and to determine the terms and conditions of their service:

Provided that the first Director of the Institute shall be appointed for a term of two years by the Syndicate on the recommendation of the Chairman of the Governing Body;

- (iii) to frame such rules and regulations as are necessary for the proper organisation and administration of the Institute and for the proper conduct of its examinations subject to the approval of the Syndicate:

Provided that the rules and regulations relating to examination and other academic matters shall go to the Syndicate through the Academic Council; and

- (iv) to create, subject to the approval of the Syndicate, administrative, academic, technical, ministerial or any other posts on a permanent basis and to abolish or suspend any of them as and when considered necessary:

Provided that the Governing Body shall have the power to create posts on a temporary basis for conducting specific research projects.

**5.** (1) There shall be a Selection Committee for the appointment of teachers and officers of the Institute which shall consist of-

- (i) the Vice-Chancellor – (*Chairman*);
- (ii) the Director of the Institute;
- (iii) the Dean of the Faculty of Science;
- (iv) two nominees of the Governing Body; and
- (v) two experts nominated by the Syndicate.

(2) The term of office of the nominated members shall be two years.

**6.** In case of an unresolved difference of opinion between the Governing Body and the Selection Committee, the matter shall be referred to the Chancellor whose decision in the matter shall be final.

## THE SIXTH STATUTES

### **The Statutes regarding the establishment of the Institute of Modern Languages, University of Dhaka**

**1.** The University of Dhaka shall establish an Institute of Modern Languages as a constituent institution. The Institution will function under the executive and academic authorities of the Syndicate and the Academic Council of the University.

**2.** The aims and objects of the Institute shall be-

- (a) to promote and to provide facilities for the study of modern languages, such as Arabic, Bengali, Burmese, Chinese, English, French, German, Hindi, Indonesian, Italian, Japanese, Malay, Nepalese, Persian, Russian, Singhalese, Spanish, Swahili, Tamil, Thai, Turkish and Urdu;
- (b) to provide teaching, training and guidance in order to prepare candidates for the Certificates of Proficiency, Diplomas of Arts in Modern Languages, Diplomas in

Interpretership in Modern Languages and for such other Diplomas and Degrees that may be decided upon by the University;

- (c) to provide such other services and facilities for training as may meet the needs of linguistic scholars, foreign services personnel, and others.

**3. (1)** The management of the Institute shall be vested in a Governing Body consisting of-

- (i) the Vice-Chancellor – *Chairman*;
- (ii) the Director of Institute of Modern Languages, Dhaka – (*Member-Secretary*);
- (iii) the Secretary of Ministry of Education, Government of the People's Republic of Bangladesh;
- (iv) the Head of the Department of International Relations and Foreign Languages of the University of Dhaka;
- (v) the Head of the Department of English of the University of Dhaka;
- (vi) the Head of the Department of Bengali of the University of Dhaka;
- (vii) the Head of the Department of Arabic and Islamic Studies of the University of Dhaka;
- (viii) the Head of the Department of Urdu and Persian of the University of Dhaka;
- (ix) one member of the Academic Council to be elected by the Academic Council;
- (x) one member of the Syndicate to be elected by the Syndicate; and
- (xi) three persons to be appointed by the Chancellor.

(2) Five members including the Chairman shall form the quorum for the meetings of the Governing Body.

(3) The term of office of the elected members of the Governing Body shall be two years.

**4.** Subject to the delegation by the Syndicate of such administrative and financial powers in respect of the Institute as may be necessary for its proper functioning, the Governing Body shall have the following powers:-

- (i) to consider the annual budget estimates of the Institute prepared by a committee of the Institute as constituted under these Statutes and to approve, reject or refer them back to that Committee for such modifications as the Governing Body may suggest;
- (ii) to appoint teachers and officers of the Institute not below the rank and scale of pay of Lecturers of the University of Dhaka on the recommendations of a Selection Committee and to determine the terms and conditions of their services:

Provided that the first Director of the Institute shall be appointed from amongst the Professors and Associate Professors of the Institute for a term of two years by the Syndicate on the recommendation of the Chairman of the Governing Body. The Director to be appointed on a permanent basis shall be chosen from amongst the teachers of the Institute;

- (iii) to frame such rules and regulations as are necessary for the proper organisation and administration of the Institute and for the proper conduct of its examinations, subject to the approval of the Syndicate;
- (iv) to create subject to the approval of the Syndicate, administrative, academic, technical, ministerial or any other posts on a permanent basis and to abolish or suspend any of them as and when considered necessary:

Provided that the Chairman of the Governing Body may make temporary appointments against permanent vacancies for a period not exceeding six months; and

- (v) to receive and accept any and all bequests, donations, and other grants of funds from individuals or organizations and to use such funds for the benefit of the Institute. Such matters shall be reported to the Syndicate.

5. The course and syllabi, panel of examiners as well as the rules and regulations relating to admissions, Certificate or Diploma requirements, and examinations of the institute shall be prescribed by the Academic Council of the University which shall take into consideration such recommendations and proposals as may be submitted by a Board of Studies constituted by these Statutes.

6. (1) There shall be a Board of Studies in Modern Languages consisting of-

- (i) the Director of the Institute – *Chairman*;
- (ii) four other senior members of the teaching staff to be nominated by the Director of the Institute;
- (iii) two Heads from among the Heads of the Departments of Foreign Languages, English, Bengali, Arabic and Islamic Studies and Urdu and Persian of the University of Dhaka, to be elected by the Governing Body, by rotation.

(2) Four members including the Chairman shall form the quorum for the meetings of the Board of Studies in Modern Languages.

(3) The term of office of the elected members of the Board of Studies shall be one year.

7. The Board of Studies in Modern Languages shall prepare courses and syllabi, panel of examinations, rules and regulations relating to admissions, certificate or Diploma requirements, and examinations of the Institute and shall submit the same to the Academic Council for its consideration and approval.

8. (1) There shall be a Committee of the Institute to prepare the annual budget estimates consisting of the following:-

- (i) the Director of Institute – *Chairman*;
- (ii) the Professors and Associate Professors of the Institute;

(iii) three teachers of the Institute (other than Professors and Associate Professors) to be nominated by the Director on the principle of rotation.

(2) Three members including the Chairman shall form the quorum for the meeting of the Committee of the Institute.

(3) The term of office of the nominated members of the Committee of the Institute shall be one year.

**9.** (1) There shall be a Selection Committee for recommendation of appointment of teachers and officers of the Institute which shall consist of the following:-

(i) the Vice-Chancellor – *Chairman*;

(ii) the Director of the Institute;

(iii) one member of the Governing Body elected by the Governing Body;

(iv) one member of the Academic Council elected by the Academic Council; and

(v) one outside expert to be appointed by the Academic Council on the recommendation of the Director of the Institute.

(2) Three members including the Chairman shall form the quorum for the meetings of the Selection Committee.

(3) The term of office of the members of the Selection Committee shall be two years.

**10.** In case of an unresolved difference of opinion between the Governing Body and the Selection Committee, the matter shall be referred to the Chancellor of the University whose decision in the matter shall be final.

**11.** These Statutes may be amended, altered, added to or otherwise revised as and when considered necessary and recommended by the Governing Body of the Institute.

**THE SEVENTH STATUTES OF THE DHAKA UNIVERSITY**

**Statutes regarding the establishment of the Dhaka  
University Employees' Benevolent Fund**

**1.** The University shall establish a Dhaka University Employee's Benevolent Fund, hereinafter referred to as the Fund, for the benefit and interest of the employees of the Dhaka University in the manner hereinafter specified.

**2.** (1) All regular employees of the University other than –

- (i) the persons who are over the age of 60 years when appointed;
- (ii) part-time employees;

(2) Persons who are on deputation from the Government shall subscribe every month to the Fund except when on leave without pay.

**3.** A sum equal to 1 per cent. of the basic pay of the teachers and officers and a sum equal to  $\frac{1}{4}$  per cent. of the basic pay of the class III employees and a sum equal to 25 paise from the monthly pay of the class IV employees shall be deducted every month and credited to the Fund.

**4.** The Fund shall consist of –

- (i) all sums deducted from the monthly pay bills of the employees as subscription thereto;
- (ii) any grant made by the University towards the Fund;
- (iii) any grant made by the Government to this Fund;
- (iv) any donation made by any outside organisation or individual or institution towards the Fund; and
- (v) all income, profits and interests from investments made out of the money of the Fund.

**5.** An account shall be opened in the name of the Dhaka University Campus Branch of the Sonali Bank and all money credited in the Fund shall be deposited to that account at the beginning of each month.

**6.** Any cash balance in the Fund Account in excess of the minimum amount which may be required for payment from this fund as determined by the Treasurer shall be invested in such securities as the Board of Trustees may determine. The investment of the Fund shall be jointly held by the Treasurer and the Vice-Chancellor.

**7.** Separate ledgers and other accounts of the Fund shall be kept by the Director of Accounts of the Dhaka University in the form as approved by the Treasurer. The Fund Account shall be audited annually by a Government Auditor together with other accounts of the University. The Fund shall come under the purview of the Pre-Audit of the Dhaka University.

**8.** The Fund shall be administered by a Board of Trustees consisting of the following members:-

- (i) Treasurer of the Dhaka University who shall be the Chairman of the Board;
- (ii) one member of the Syndicate to be nominated by the Vice-Chancellor;
- (iii) the President of the Dhaka University Teachers' Association;
- (iv) the President of the Dhaka University Karmachari Samity;
- (v) the President of the Dhaka University Class IV Employees' Union;
- (vi) the President of the Dhaka University Administrative Officers' Association;
- (vii) the Registrar of Dhaka University; and
- (viii) the Director of Accounts who shall act as Member-Secretary.



**9.** The Board of Trustees shall have the power to settle the claims for benevolent grants, to sanction grant from the Fund to the employees or their families in accordance with the provisions of this Statutes, to do or cause to be done all acts and things necessary for the proper administration and management of moneys or properties in the Fund and to sanction expenditure in connection with the administration and management of the Fund. The meetings of the Board of Trustees shall be held at such time and place as may be determined by the Chairman. Three members present in the meeting shall form the quorum.

**10.** The Fund shall grant financial assistance to –

- (a) the families of those University employees who have been killed during the period from March to December, 1971, in such manner and form as the Board of Trustees may determine;
- (b) the employees or, in the event of their death, their families who are declared by the University Chief Medical Officer to have been completely incapacitated physically or medically to discharge the duties of their employment and are for that reason removed from their services or dies during the continuance of their employment or if they have retired from services within the prescribed period before attaining the age of 60 years in such form and manner as the Board of Trustees may determine. Financial assistance from this Benevolent Fund shall be for a period of 10 years or up to the date of which the employee attains or might have, if he were alive, attained the age of 60 years, whichever is earlier:

Provided that in the case of an employee who dies after having drawn financial assistance from the Fund under this paragraph the said period of 10 years shall be reckoned from the date from which he began drawing such grant. On the death of an employee, the financial assistance from the Fund shall be paid to such member of his family as he might have nominated in accordance with the rules; and in absence of nomination, the financial assistance shall be paid to such member of his family as the Board of Trustees may determine;

- (c) the Fund may also be utilised for such other common benefits of the employees as the Board of Trustees may determine.

## **THE EIGHTH STATUTES OF THE UNIVERSITY OF DHAKA**

### **Statutes regarding the establishment of the Institute of Social Welfare and Research, Dhaka University**

1. The University of Dhaka shall establish an Institute of Social Welfare and Research as a constituent Institution with a separate governing body.

2. The aims and objects of the Institute shall be –

- (i) to provide and promote facilities for graduate and post-graduate studies and research in social welfare;
- (ii) to provide teaching, training and guidance in order to prepare candidates for the degree of Bachelor of Arts, Master of Arts and Doctor of Philosophy in Social Welfare of the University;
- (iii) to promote and provide guidance to the social work education at the under-graduate level in Bangladesh;
- (iv) to provide courses of further training for those already engaged in social welfare practice, including short courses, on the job training, Refreshers courses for persons engaged in social welfare;
- (v) to develop indigenous teaching materials in social welfare at all levels of social work education in Bangladesh;
- (vi) to undertake research projects sponsored by the Institute; to initiate research projects to be sponsored by public and private organisations;
- (vii) to popularise and facilitate professional and voluntary social work through seminars, symposia, conferences and publications;
- (viii) to co-operate with and advise the Government and the social welfare institutions and organisations in social planning, research schemes, social legislation, work evaluation and other programmes of social welfare sector;

- (ix) to co-operate with other departments of the Universities of Bangladesh in academic and research matters;
- (x) to establish contact with national and international organisations in social work education, practice and research for furthering the interest of social welfare;
- (xi) to perform such other functions as may facilitate the attainment of the objects of the Institute.

**3. (1)** The management of the Institute shall be vested in a Governing Body consisting of:-

- (i) the Vice-Chancellor of the University of Dhaka – *Chairman*;
- (ii) the Treasurer, of the University of Dhaka;
- (iii) the Director of Social Welfare, Government of the People's Republic of Bangladesh;
- (iv) the Head of the Department of Sociology of the University of Dhaka;
- (v) one representative of the Syndicate of the University of Dhaka;
- (vi) one representative of Academic Council of the University of Dhaka;
- (vii) one representative from the teachers of the Institute;
- (viii) three persons to be appointed by the Chancellor;
- (ix) the Director of the Institute.

(2) Four members including the Chairman shall form the quorum for the meetings of the Governing Body.

(3) The term of office of the appointed members shall be two years but they shall continue in office until their successors are appointed.

**4. The Governing Body shall have the following powers:-**

- (i) to consider the academic courses and programmes and annual research and training programmes and the budget estimates of the Institute prepared by the Director and to approve, reject or refer them back to the Director for such modifications as it may suggest;
- (ii) to appoint teachers and officers of the Institute not below the rank and scale of pay of Lecturers of the University of Dhaka on the recommendation of Selection Committee constituted under these Statutes and to determine the terms and conditions of their service:

Provided that the first Director of the Institute shall be appointed for a term of two years by the Syndicate on the recommendation of the Chairman of the Governing Body;

- (iii) to frame such rules and regulations as may be considered necessary for the proper organisation and administration of the Institute and for the proper conduct of its examinations, subject to the approval of the Syndicate:

Provided that the rules and regulations relating to examinations and other academic matters shall go to the Syndicate through the Academic Council;

- (iv) to create, subject to the approval of the Syndicate, administrative, academic, technical, ministerial or any other posts on a permanent basis and to abolish or suspend any of them as and when considered necessary:

Provided that the Governing Body shall have the power to create posts on a temporary basis for conducting a specific research project, statistical field work projects, tabulation projects, data analysis and data processing projects undertaken by the Institute without the approval of the Syndicate; and

- (v) to receive and accept all bequests, donations and other funds from individuals or organisations and to use such funds for the benefit of the Institute. Such activities shall be reported to the Syndicate.

**5.** The courses and syllabi as well as the examinations and degree requirements of the Institute shall be prescribed by the Academic Council of the University which shall take into consideration such recommendations and proposals as may be submitted by the Institute or by the Committee of Courses and Studies in Social Welfare and Research.

**6. (1)** There shall be a Committee of Courses and Studies in Social Welfare and Research consisting of-

- (i) the Director of the Institute – *Chairman*;
- (ii) all Professors and Associate Professors of the Institute;
- (iii) four teachers of the Institute;
- (iv) three representatives of the Academic Council;
- (v) two teachers of affiliated colleges;
- (vi) the Director of Social Welfare, Government of the people's Republic of Bangladesh.

(2) one-third of the total number of members, fraction being counted as one, shall form the quorum for the meetings of the Committee of Courses and Studies in Social Welfare and Research.

(3) The term of the appointed members shall be two years.

**7.** The functions of the Committee of Courses and Studies shall be to prepare courses and syllabi and to advise the Academic Council and Governing Body on all matters connected with the objects of the Institute.

**8. (1)** There shall be a Selection Committee for the appointment of teachers and officers of the Institute which shall consist of-

- (i) the Vice-Chancellor – (*Chairman*);
- (ii) the Director of the Institute;

(iii) one member to be appointed by the Board of Governors;

(iv) one representative of the Academic council;

(v) three experts to be appointed by the Vice-Chancellor.

(2) Three members including the Chairman shall form the quorum for the meetings of the Selection Committee.

(3) The term of office of the nominated members shall be two years.

**9.** In case of an unresolved difference of opinion between the Governing Body and the Selection Committee, the matter shall be referred to the Chancellor whose decision thereon shall be final.

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