

UCC-15928  
30/5/18

**MAHARSHI DAYANAND UNIVERSITY ROHTAK**

The Executive Council in its meetings held on 08.02.2018 and 30.03.2018 has approved the amendments/modifications to various Ordinances and Rules & Regulations as per Annexure-I and II, respectively. These amendments/modifications are being sent for keeping the record up-to-date.

*[Signature]* 16.5.18  
**REGISTRAR**

Endst.No.AC-IV/CS/18/ 12413-502 Dated: 18-05-2018

A copy of the above is forwarded to the following for information and necessary action:

1. The Secretary to Governor-Chancellor, Haryana Raj Bhavan, Chandigarh.
2. The Director General, Higher Education, Haryana, Shiksha Sadan, Sector-5, Panchkula.
3. The Registrar, Kurukshetra University, Kurukshetra.
4. The Controller of Examinations, M.D.University, Rohtak.
5. University Librarian, Vivekananda Library, M.D.University, Rohtak.
6. The Dean, Students' Welfare, M.D.University, Rohtak.
7. All the Heads of the University Teaching Departments, M.D.University, Rohtak.
8. The Chief Warden (Boys), M.D.University, Rohtak.
9. The Chief Warden (Girls), M.D.University, Rohtak.
10. All the Branch Officers, M.D.University, Rohtak.
11. The Joint Director (Audit), M.D.University, Rohtak.
12. The Director, University Computer Centre, M.D.University, Rohtak. He is requested to **kindly upload the same on the University website at appropriate place.**
13. OSD to Vice-Chancellor, M.D.University, Rohtak.
14. OSD to Registrar, M.D.University, Rohtak.
15. Superintendent (Acad.-II), M.D.University, Rohtak.
16. AC-VI Set, Academic Branch, M.D.University, Rohtak.

*[Signature]* 17.5.18  
**Assistant Registrar (Academic)**  
for REGISTRAR

*[Signature]*  
30/5





**ANNEXURE- A/1****MAHARSHI DAYANAND UNIVERSITY ROHTAK  
\*ORDINANCES\***

Conversion of Sant Kabir Chair into 'Sant Sahitya Shodh Peeth' (Appendix C/1 page 1).

[E.C. Reso. No. 10 of 08.02.2018]

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Remittance of 18% GST over the Processing Fee/Application Fee for opening of new colleges, shifting of colleges Fee/Revival Fee/Affiliation Fee/Provisional/Re-Affiliation Fee, Extension Fee/Continuation Fee etc. w.e.f. 1.7.2017.

[E.C. Reso. No. 11 of 08.02.2018]

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Introduction of M.A. (Yoga Science) Course in the Department of Physical Education under S.F.S. be started from the Session 2017-18 (Appendix C/2 page 2).

[E.C. Reso. No. 20 of 08.02.2018]

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Change of nomenclature of the following Courses being run in the Department of Film and Television, State University of Performing and Visual Arts, Rohtak from the session 2011-12 and 2012-13 on the basis of recommendations of the Committee constituted by the Vice-Chancellor of its meeting held on 11.08.2017 as per (Appendix C/3 page 3):

Sr.No.	Original	Amended
1	Bachelor of Arts(Direction)	Bachelor of Arts(Film Direction)
2	Bachelor of Arts(Sound)	Bachelor of Arts(Audiography)
3	Bachelor of Arts(Edition)	Bachelor of Arts(Film Editing)
4	Bachelor of Arts(Acting)	Bachelor of Arts(Film Acting)
5	Bachelor of Arts(Cinematography)	No Change

[E.C. Reso. No. 22 of 08.02.2018]

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Programme Project Reports of the following Programmes run through Distance Mode in the Directorate of Distance Education (**Appendix C/4 pages 4-61**):

1. Bachelor of Arts
2. Bachelor of Commerce
3. Bachelor of Library and Information Science
4. Master of Science (Mathematics)
5. Master of Commerce
6. Master of Arts (Hindi)
7. Master of Arts (English)
8. Master of Arts (History)
9. Master of Arts (Economics)
10. Master of Arts (Public Administration)
11. Master of Arts (Political Science)
12. Master of Arts (Sanskrit)
13. Master of Library and Information Science

[E.C. Reso. No. 23 of 08.02.2018]

Self Learning Material of 173 Titles of the following Programmes run through Distance Mode in the Directorate of Distance Education:

**Programmes:**

1. Bachelor of Arts
2. Bachelor of Commerce
3. Bachelor of Library and Information Science
4. Master of Science (Mathematics)
5. Master of Commerce
6. Master of Arts (Hindi)
7. Master of Arts (English)
8. Master of Arts (History)
9. Master of Arts (Economics)
10. Master of Arts (Public Administration)
11. Master of Arts (Political Science)
12. Master of Arts (Sanskrit)
13. Master of Library and Information Science

**Titles of the Self Learning Material**

<b>B.A. Part-I</b>	<b>BA1001</b>	<b>Eng: Literature and Language I &amp; II</b>
	<b>BA1002</b>	<b>Hindi</b>
	<b>BA1003</b>	<b>History: History of India-1526</b>
	<b>BA1004</b>	<b>Economics</b>
	<b>BA1005</b>	<b>Public Administration</b>
	<b>BA1006</b>	<b>Political Science</b>
	<b>BA1007</b>	<b>Algebra And Trigonometry</b>
	<b>BA1007</b>	<b>Calculus And Ordinary Differential Equation</b>
	<b>BA1007</b>	<b>Vector Analysis And Geometry</b>
	<b>BA1008</b>	<b>Sanskrit</b>
	<b>BA1009</b>	<b>EVS</b>
	<b>BA2001</b>	<b>English</b>

<b>B.A. Part-II</b>	<b>BA2002</b>	<b>Hindi</b>
	<b>BA2003</b>	<b>History</b>
	<b>BA2004</b>	<b>Economics</b>
	<b>BA2005</b>	<b>Public Administration</b>
	<b>BA2006</b>	<b>Political Science</b>
	<b>BA2007</b>	<b>Advance Calculus</b>
	<b>BA2007</b>	<b>Differential Equations and Calculus of Variations</b>
	<b>BA2007</b>	<b>Mechanics</b>
	<b>BA2008</b>	<b>Sanskrit</b>
<b>B.A. Part-III</b>	<b>BA3001</b>	<b>English</b>
	<b>BA3002</b>	<b>Hindi</b>
	<b>BA3003</b>	<b>History</b>
	<b>BA3004</b>	<b>Economics</b>
	<b>BA3005</b>	<b>Public Administration</b>
	<b>BA3006</b>	<b>Political Science</b>
	<b>BA3007</b>	<b>Analysis</b>
	<b>BA3007</b>	<b>Abstract Algebra</b>
	<b>BA3007</b>	<b>Programming in C &amp; Numerical Analysis</b>
<b>B.Com. Part-I</b>	<b>BM1001</b>	<b>Business Communication</b>
	<b>BM1002</b>	<b>Business Economics</b>
	<b>BM1003</b>	<b>Business Management</b>
	<b>BM1004</b>	<b>Business Mathematics</b>
	<b>BM1005</b>	<b>Financial Accounting</b>
	<b>BM1006</b>	<b>Basic of Computer</b>
	<b>BM1007</b>	<b>EVS</b>
<b>B.Com. Part-II</b>	<b>BM2001</b>	<b>Business Regulatory Framework</b>
	<b>BM2002</b>	<b>Business Statistics</b>
	<b>BM2003</b>	<b>Company Law and Auditing</b>
	<b>BM2004</b>	<b>Corporate Accounting</b>
	<b>BM2005</b>	<b>Principles of Marketing</b>
	<b>BM2006</b>	<b>Human Resource Management</b>
<b>B.Com. Part-III</b>	<b>BM3001</b>	<b>Advertisement &amp; Sales Management</b>
	<b>BM3002</b>	<b>Business Environment</b>
	<b>BM3003</b>	<b>Income Tax</b>
	<b>BM3004</b>	<b>Cost Accounting</b>
	<b>BM3005</b>	<b>International Marketing</b>
	<b>BM3006</b>	<b>Management Accounting and Financial Mgt.</b>
<b>M.Com. (P)</b>	<b>MC1001</b>	<b>Accounting for Managerial Decisions</b>
	<b>MC1002</b>	<b>Mgt. Concepts &amp; Organizational Behaviour</b>
	<b>MC1003</b>	<b>Business Environment</b>
	<b>MC1004</b>	<b>Managerial Economics</b>
	<b>MC1005</b>	<b>Business Statistics</b>
	<b>MC1006</b>	<b>Computer Applications to Business</b>
<b>M.Com. (F)</b>	<b>MC2001</b>	<b>Strategic Management</b>
	<b>MC2002</b>	<b>Accounting Theory</b>
	<b>MC2003</b>	<b>Advanced Cost Accounting</b>
	<b>MC2004</b>	<b>Financial Management</b>

	MC2005	Human Resource Management
	MC2006	Marketing Management
<b>M.A. English (P)</b>	EN1001	Literature in English (1550-1660)
	EN1002	Literature in English(1660-1798)
	EN1003	Literature in English(1798-1914)
	EN1004	Literature in English(1914 to present)
	EN1005	Poetry
<b>M.A. English (F)</b>	EN2001	American Literature
	EN2002	Critical Theory
	EN2003	Indian Writing in English
	EN2004	Literature and Gender
	EN2005	Modern Fiction and Drama
<b>M.A. History (P)</b>	HS1001	Ancient Societies
	HS1002	History of Haryana
	HS1003	Medieval Societies
	HS1004	Modern World
	HS1005	State in India
<b>M.A. History (F)</b>	HS2001	Historiography, Concept Methods & Tools
	HS2002	History of India (Earliest times to 320BC)
	HS2003	History of India (CAD320 to CAD1200)
	HS2004	Anc. Indian Soc. & Culture Upto 1200 AD
	HS2005	Indian Economy (Upto 1200AD)
	HS2006	History of India (C1200 to 1526AD)
	HS2007	History of India (1526-1757)
	HS2008	Socio Cultural History of India (C1200 to 1757AD)
	HS2009	Economy of India (1200 to 1757AD)
	HS2010	History of India (1757 to 1950)
	HS2011	National Movement (1885 to 1947)
	HS2012	Soc. & Culture of India (1757 to 1947)
	HS2013	Economy of India (1757 to 1947)
<b>M.Sc. (Maths) (P)</b>	MM1001	Advanced Abstract Algebra
	MM1002	Real Analysis
	MM1003	Topology
	MM1004	Programming in C
	MM1005	Differential Equations
<b>M.Sc. (Maths) (F)</b>	MM2001	Integration theory & Functional Analysis
	MM2002	Partial Differential Equations and Mech.
	MM2003	Complex Analysis
	MM2004	Advanced Discrete Mathematics
	MM2005	Analytical Number Theory
	MM2006	Mechanics of Solids
	MM2007	Fluid Dynamics
<b>M.A. Eco. (P)</b>	EC1001	Micro Economics Analysis
	EC1002	Macro Economics Analysis
	EC1003	Economics of Growth and Development
	EC1004	Mathematics for Economics
	EC1005	Statistical Methods
	EC2001	Indian Economics Policy

<b>M.A. Eco. (F)</b>	<b>EC2002</b>	<b>Public Economics</b>
	<b>EC2003</b>	<b>International Trade and Finance</b>
	<b>EC2004</b>	<b>Agricultural Economics</b>
	<b>EC2005</b>	<b>Managerial Economics</b>
<b>M.A. Hindi (P)</b>	<b>HI1001</b>	आधुनिक हिंदी कविता (अ)
	<b>HI1001</b>	आधुनिक हिंदी कविता (ब)
	<b>HI1002</b>	आधुनिक गद्य साहित्य (अ)
	<b>HI1002</b>	आधुनिक गद्य साहित्य (ब)
	<b>HI1003</b>	हिंदी साहित्य का इतिहास
	<b>HI1004</b>	भाषा विज्ञान एवं हिंदी भाषा
	<b>HI1005</b>	विशेष रचनाकार कबीरदास
<b>M.A. Hindi (F)</b>	<b>HI2001</b>	प्राचीन एवं मध्यकालीन काव्य (अ)
	<b>HI2001</b>	प्राचीन एवं मध्यकालीन काव्य (ब)
	<b>HI2002</b>	भारतीय एवं पश्चात् काव्य शास्त्र
	<b>HI2003</b>	प्रयोजनमूलक हिंदी
	<b>HI2004</b>	भारतीय साहित्य
	<b>HI2006</b>	नाटक और रंगमंच (अ)
	<b>HI2006</b>	नाटक और रंगमंच (ब)
<b>M.A. Pol. Sc. (P)</b>	<b>PS1001</b>	<b>Indian Government &amp; Politics</b>
	<b>PS1002</b>	<b>International Politics</b>
	<b>PS1003</b>	<b>Public Administration</b>
	<b>PS1004</b>	<b>Research Methodology</b>
	<b>PS1005</b>	<b>Western Political Thoughts</b>
<b>M.A. Pol. Sc. (F)</b>	<b>PS2001</b>	<b>Comparative Politics &amp; Pol. Analysis</b>
	<b>PS2002</b>	<b>Contemporary Political Thought &amp; Theory</b>
	<b>PS2003</b>	<b>Diplomacy: Theory and Practice</b>
	<b>PS2004</b>	<b>Foreign Policy of India</b>
	<b>PS2005</b>	<b>International Laws</b>
<b>M.A. Public Admn. (P)</b>	<b>PA1001</b>	<b>Administrative Theory and Thought</b>
	<b>PA1002</b>	<b>Indian Administration</b>
	<b>PA1003</b>	<b>Comparative Public Administration</b>
	<b>PA1004</b>	<b>Labour Welfare Administration</b>
<b>M.A. Public Admn. (F)</b>	<b>PA2001</b>	<b>Development Administration</b>
	<b>PA2002</b>	<b>Human Resources Development</b>
	<b>PA2003</b>	<b>Research Methods</b>
	<b>PA2004</b>	<b>Financial Administration in India</b>
<b>M.A. Sanskrit (P)</b>	<b>SK1001</b>	<b>Vedic Sahitya</b>
	<b>SK1002</b>	<b>Sanskrit Grammar</b>
	<b>SK1003</b>	<b>Bhartiya Darshan</b>
	<b>SK1004</b>	<b>Laukik Sanskrit – Sahitya</b>
	<b>SK1005</b>	<b>Bhasha Vigyan</b>
<b>M.A. Sanskrit (F)</b>	<b>SK2001</b>	<b>Sanskriti &amp; Dharmashastra</b>
	<b>SK2002</b>	<b>Drama &amp; Prose (A &amp; B) (Two Titles)</b>
	<b>SK2003</b>	<b>Kavya &amp; Kavya Shastra</b>
	<b>SK2004</b>	<b>Kavya Shastra</b>
	<b>SK2005</b>	<b>Adhunik Sanskrit Sahitya</b>
<b>M.Lib</b>	<b>ML1001</b>	<b>Information Communication And Society</b>

	<b>ML1002</b>	<b>Mgt. of Library And Information Centres</b>
	<b>ML1003</b>	<b>Information Sources, Systems &amp; Services</b>
	<b>ML1004</b>	<b>Information Processing And Retrieval</b>
	<b>ML1005</b>	<b>Fund. of Information Communic. Technol.</b>
	<b>ML1006</b>	<b>Information &amp; Communic Technol. App.</b>
	<b>ML1007</b>	<b>Information &amp; Communic Technol. App. (Practical)</b>
	<b>ML1008</b>	<b>Research Methodology</b>
	<b>ML1009</b>	<b>Academic Library System</b>
	<b>BL1001</b>	<b>Library and Society</b>
<b>B.Lib</b>	<b>BL1002</b>	<b>Library Management</b>
	<b>BL1003</b>	<b>Library Classification Theory</b>
	<b>BL1004</b>	<b>Library Classification (Practical)</b>
	<b>BL1005</b>	<b>Library Cataloguing Theory</b>
	<b>BL1006</b>	<b>Library Cataloguing (Practical)</b>
	<b>BL1007</b>	<b>Reference Information Sources</b>
	<b>BL1008</b>	<b>Information Technology: Basics (Theory)</b>
	<b>BL1009</b>	<b>Information Technology: Practical</b>

[E.C. Reso. No. 24 of 08.02.2018]

Common Ordinance for regular one year (Two semesters) Diploma (including 6 months certificate course) PG Diploma/Advanced PG Diploma courses (except weekend programmes)(Appendix C/5 pages 62-65) be prescribed with effect from the session 2018-19

[E.C. Reso. No. 26 of 08.02.2018]

Amendments in the Ordinances of M.Phil/Ph.D. Course from the session January 2017 to December, 2017 alongwith B.Voc. Courses from the session 2016-17 as under:

#### **M.Phil Courses**

<b>Original</b>	<b>Amended</b>
<b>Clause-11</b>	<b>Clause-11</b>
<b>11. PASS MARKS</b>	<b>11. PASS MARKS</b>
The minimum number of marks required to pass the M.Phil examination shall be as under:	The minimum number of marks required to pass the M.Phil examination shall be as under:
(i) 50% marks in each written paper/practical (dissertation, evaluation & viva-voce separately) and Internal assessment separately.	(i) 50% each in written paper/practical/dissertation and viva-voce separately.
(ii) 55% marks in aggregate. The list of successful candidates shall be arranged as under:	(ii) 50% in aggregate of theory and internal assessment.
(a) A candidate who has secured 60% or above marks shall be considered to have passed in First division.	(iii) 55% marks in aggregate. The list of successful candidates shall be arranged as under:
(b) Candidates who have secured 55% or above but below 60% shall be considered to have passed in Second division.	(a) A candidate who has secured 60% or above marks shall be considered to have passed in First division.
	(b) Candidates who have secured 55% or above but below 60% shall be considered to have passed in Second division.

	<b>NOTE:</b> The Internal Assessment Awards of a candidate who fails in any semester examination shall be carried forward to the next examination.
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### **Ph.D. Courses**

<b>Existing</b> Clause-7.8 The minimum pass marks shall be: a) 50 % marks in each written paper/practical and Internal assessment separately. b) 55 % marks in aggregate.	<b>Proposed</b> Clause-7.8 The minimum pass marks shall be: (i) 50% each in written paper/practical/dissertation and Viva-Voce separately. (ii) 50% in aggregate of theory and internal assessment. (iii) 55% marks in aggregate. The list of successful candidate shall be arranged as under: (a) A candidate who has secured 60% or above marks shall be considered to have passed in First division. (b) Candidates who have secured 55% or above but below 60% shall be considered to have passed in Second division. <b>NOTE:</b> The Internal Assessment Awards of a candidate who fails in any semester examination shall be carried forward to the next examination.
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### **B.Voc. Courses**

<b>Existing</b> <b>D. PROMOTION AND REAPPEAR</b> 1. The minimum percentage of marks to pass the examination in each semester shall be: a) 40% in each theory paper, practical, field work, internship and internal assessment separately; b) 40% in the total of each semester examination.	<b>Proposed</b> <b>D. PROMOTION AND REAPPEAR</b> 1. The minimum percentage of marks to pass the examination in each semester shall be: a) 40% each in written paper/practical/dissertation and viva-voce separately. b) 40% in aggregate of theory and internal assessment. c) 40% in aggregate of each semester examination. <b>NOTE:</b> The Internal Assessment Awards of a candidate who fails in any semester examination shall be carried forward to the next examination.
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[E.C. Reso. No. 27 of 08.02.2018]

Amendments in the Prospectus/Ordinances for M.Phil, Ph.D. and Award of URS (Appendix C/6 pages 66-70).

[E.C. Reso. No. 28 of 08.02.2018]



Amendment in Clause-11(c) of the Ordinance for Award of University Research Scholarship:

Original	Amended
<b>Clause-11(c)</b> Leave of absence for a maximum of 30 days in a year, not exceeding 10 days at a time (2½ days per month proportionately during the first six months) in addition to public holidays may be allowed to a Research Scholar by the Head of the Department on the recommendation of the Supervisor. But he/she will not be entitled for vacations and recesses. No other leave of any kind will be admissible to a scholar in receipt of research scholarship.	<b>Clause-11(c)</b> <div style="display: flex; justify-content: space-around;"> <div>xxx</div> <div>xxx</div> <div>xxx</div> </div> <div style="display: flex; justify-content: space-around;"> <div>xxx</div> <div>xxx</div> <div>xxx</div> </div> <div style="display: flex; justify-content: space-around;"> <div>xxx</div> <div>xxx</div> <div>xxx</div> </div> <div style="display: flex; justify-content: space-around;"> <div>xxx</div> <div>xxx</div> <div>xxx</div> </div> <div style="display: flex; justify-content: space-around;"> <div>xxx</div> <div>xxx</div> <div>xxx</div> </div>
However, the maternity leave at full rates for a period not exceeding three months once during the tenure of their award would be admissible to Women Research Scholar.	The Maternity Leave would be admissible to the Women Research Scholars for a period of Six Months with full rates once during the tenure of their award.

[E.C. Reso. No. 58 of 08.02.2018]

Amendment in Clause-11(ii) of the Common Ordinance 4-Year Courses:

Original	Amended
<b>Clause-11(ii)</b> A candidate shall get promoted to the next semester/class automatically subject to fulfilment of the conditions as prescribed in Clause-7 above. However, in Engineering and Pharmacy Course, candidates will be promoted to the Fifth semester if he/she has passed all papers of 1 <sup>st</sup> semester. Candidates are required to fulfil the eligibility conditions for appearing in the examination of lower semester	<b>Clause-11(ii)</b> A candidate shall get promoted to the next semester/class automatically subject to fulfilment of the conditions as prescribed in Clause-7 above. However, in Engineering and Pharmacy Course, candidates will be promoted to the Fifth semester if he/she has passed at least 50% papers of all the previous three semesters. Candidates are required to fulfil the eligibility conditions for appearing in the examination of lower semester.

[E.C. Reso. No. 59 of 08.02.2018]

Enhancement of Sports Stipend from Rs.1,00,000/- to Rs.2,00,000/- from University main budget, based on the recommendations of the Campus Sports Committee (Appendix C/7 pages 71-77).

[E.C. Reso. No. 69 of 08.02.2018]

Revision of usage charges of Tagore Auditorium and Dr.R.K.Auditorium:

Tagore Auditorium Original	Tagore Auditorium Amended
<p>1. xx        xxxx</p> <p>2. Rent charges for the booking of Tagore Auditorium Rs. 75000/- per day plus Rs. 50000/- (refundable security) upto 8 hours and that Rs. 6000/- per hour be charged for the use of Auditorium beyond 8 hours.</p> <p>The University Teaching Departments and the I.I.M. shall be required to pay Rs. 12000/- for the use of the Auditorium, whereas the District Administration; Stage Govt. Depts. and other Govt. sponsored N.G.O. shall be required to pay Rs. 25000/- towards running/fuel charges.</p> <p>The concerned party will procure the NOC from the District Administration for organizing their programmes in advance.</p>	<p>1. xx        xxxx</p> <p>2.</p> <ol style="list-style-type: none"> <li>I. For Govt.of Haryana, Centre Govt., IIM,IIT Boards &amp; Corporations of Haryana and Centre Govt. Rs.40,000/-</li> <li>II. NGOs, Companies, Corporate for their functions Rs.1,50,000/- only on Sunday and Public Holidays.</li> <li>III. Political Parties Rs.3,00,000/- subject to permission of Sr. Superintendent of Police as well as University authority only on Sunday and Public Holidays.</li> <li>IV. Student's organization affiliated to various political parties Rs.1,50,000/- subject to the permission of Sr. Superintendent of Police as well as University authority only on Sunday and Public Holidays.</li> <li>V. For Pvt. Schools annual functions Rs.1,00,000/-</li> <li>VI. If the programme is being organized in collaboration with M.D.U, Rohtak by outside agency including above, the usage charges will be reduced 50% of the fixed charges of respective clause (Except Sr.No. III,IV &amp; V above)</li> <li>VII. Use of Projector Rs.15,000/- will be charged separately.</li> <li>VIII. For rehearsal purpose Auditorium will be provided on payment basis @ 10,000/- per hours subject to the availability of the auditorium on the day.</li> <li>IX. In any of the programme at No.II, III, IV &amp; V Road shows ,DJ &amp; loud speaker are not allowed.</li> </ol>

<p>3. xx            xx            xx</p> <p>4. An amount of Rs. 6000/- per hour will be charged for the use of the Auditorium beyond 8 hours. The user(s) shall pay the extra charges in cash failing which the same will be recovered from the refundable security.</p> <p>5 to 15 xx            xxxx</p>	<p>X. The University Teaching Departments shall be required to pay Rs.12,000/-for the use of the Auditorium.</p> <p>XI. Rs.1,00,000/- as refundable security will be required. In case of damage the recovery will be made from the applicant.</p> <p>XII. The applicant has to submit the detailed programme regarding the contents of the programme, number of audience, timings etc.</p> <p>XIII. The University is having right to cancel the reservation informing the concerned Society/Institutions/Party in case of emergency.</p> <p>XIV. The parking of the vehicles will only be made in the parking space of auditorium. In case of excess the vehicles will be parked outside the university campus. In no case buses, trucks, tractor-trolley and other vehicle having capacity of 10 persons will be allowed to park in the University Campus</p> <p>3. xx            xx            xx</p> <p>4. An amount of Rs. 10000/- per hour will be charged for the use of the Auditorium beyond 8 hours. The user(s) shall pay the extra charges in cash failing which the same will be recovered from the refundable security.</p> <p>5 to15 xx            xxxx</p>
<p align="center"><b>Dr. R.K. Auditorium Original</b></p>	<p align="center"><b>Dr. R.K. Auditorium Amended</b></p>
<p>1. The interested Society/Institutions/ Party(outsiders) will have to deposit Rs.40,000/- as book amount which will be non refundable.</p>	<p>1.</p> <p>I. For Govt.of Haryana, Centre Govt., IIM, IIT Boards &amp; Corporations of Haryana and Centre Govt. Rs.25,000/-</p> <p>II. NGOs, Companies, Corporate for their functions Rs.80,000/- only on Sunday and Public Holidays.</p> <p>III. Political Parties Rs.1,50,000/- subject to the permission of Sr. Superintendent of Police as well as University authority only on Sunday</p>

	<p>and Public Holidays.</p> <p>IV. Student's organization affiliated to various political parties Rs.80,000/- subject to the permission of Sr. Superintendent as well as University authority of Police only on Sunday and Public Holidays.</p> <p>V. For Pvt Schools annual functions Rs.60,000/-</p> <p>VI. If the programme is being organized in collaboration with M.D.U, Rohtak by outside agency including above, the usage charges will be reduced 50% of the fixed charges of respective clause (Except Sr.No. III, IV &amp; V above)</p> <p>VII. Use of Projector Rs.10,000/- will be charged separately.</p> <p>VIII. For rehearsal purpose Auditorium will be provided on payment basis @ 5000/- per hours subject to the availability of the auditorium on the day.</p> <p>XV. In any of the programme at No.II, III, IV &amp; V Road shows, DJ &amp; loud speaker are not allowed.</p>
2. For Govt. Instt./Distt. Admn. Rs.10,000/-	2. Deleted
3. For UTD Rs.5,000/- (only cases where funds received from other agencies otherwise free of charge)	3. No Change
4. Rs.20,000/- as refundable security will be required. (except UTD)	4. Rs.50,000/- as refundable security will be required. (except UTD). In case of damage the recovery will be made from the applicant.
5. The applicant has to submit the detailed programme regarding the contents of the programme, number of audience, timings etc.	5. No Change
6. The applicant(s) will be responsible for any damage caused during the functions and the applicant(s) shall abide all the rules and regulations established by the University for the operation of the Tagore Auditorium	6. No Change
7. The University is having right to cancel the reservation informing the concerned Society/Institutions/Party in case of emergency.	7. No Change
	8. The parking of the vehicles will only be made in the parking space of auditorium. In case of excess the vehicles will be parked outside the

	<p>university campus. In no case buses, trucks, tractor-trolley and other vehicle having capacity of 10 persons will be allowed to park in the University Campus.</p> <p>Rest of the rules and regulations may be the same.</p>
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**NOTE:- THE GST AS APPLICABLE FROM TIME TO TIME BE CHARGED.**

**[E.C. Reso. No. 70 of 08.02.2018]**

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**Assistant Registrar (Academic)**  
**for REGISTRAR** 

## ANNEXURE- A/2

**MAHARSHI DAYANAND UNIVERSITY ROHTAK**  
**\*RULES & REGULATIONS\***

Amendments in Statute-13 (Academic Council and its Constitution), Statute-38 (Condition of admission of Colleges/Institution to the privileges of the University and withdrawal of such privileges) in view of letter received from the office of the Secretary to Governor, Haryana vide No.HRB-UA-29(2)-02/8902 dated 03.11.2017 and No.HRB-UA-29(2)-02/9498 dated 22.11.2017 and change of nomenclature of the posts of Provosts (Boys and Girls) to that of Chief Warden (Boys and Girls) (**Appendix C/8 pages 78-93**).

[E.C. Reso. No. 8 of 08.02.2018]

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Amendment in Clause-1(a)(iii) of Statute-11 "Executive Council and its Constitution" in view of letter received from the office of the Secretary to Governor, Haryana and the Director General Higher Education, Haryana, respectively vide No.HRB-UA-29(2)-02/9595 dated 24.11.2017 and No. 19/1-2010 UNP(1) dated 11.12.2017 (**Appendix C/9 pages 94-96**):

Original	Amended
<p><b><u>Statute-11</u></b></p> <p>(1) The Executive Council shall consist of the following persons, namely:</p> <p>(a) Ex-Officio Members –</p> <p style="padding-left: 40px;">(i) to (iia)    xxx    xxx    xxx</p> <p style="padding-left: 40px;">(iii) the Secretary, Education, Haryana or his representative not below the rank of Director/Joint Secretary or in his absence, the Higher Education Commissioner, Haryana</p> <p style="text-align: center;">xxx            xxx            xxx</p>	<p><b><u>Statute-11</u></b></p> <p>(1) The Executive Council shall consist of the following persons, namely:</p> <p>(a) Ex-Officio Members –</p> <p style="padding-left: 40px;">(i) to (iia)    xxx    xxx    xxx</p> <p style="padding-left: 40px;">(iii) <b>The Secretary to Government, Haryana Higher Education Department or in his absence, Director Higher Education, Haryana or an officer not below the rank of Deputy Director.</b></p> <p style="text-align: center;">xxx            xxx            xxx</p>

[E.C. Reso. No. 9 of 08.02.2018]

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Adoption of the instructions/policy regarding regularization of Group 'B', C and 'D' employees issued vide letter No.6/28/2017-1GSI dated 18.10.2017 and regularization policy bearing No. 6/50/2007-IGSI & notification No.GSR 9/Const./Art.309/2011 dated 29.07.2011(**Appendix C/10 pages 97-103**) issued by Chief Secretary to Govt. Haryana.

**[E.C. Reso. No. 14 of 08.02.2018]**

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Adoption of instructions for "grant of reservation while engaging contractual employees under Part-II of outsourcing policy" issued by the State Govt. vide letter No. 22/104/2014-1GS-III dated 27.10.2017 (**Appendix C/11 page 104**).

**[E.C. Reso. No. 15 of 08.02.2018]**

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Adoption of the instructions regarding minimum educational qualifications for recruitment of Group D posts issued by Chief Secretary to Govt. Haryana vide letter No. 42/03/2016-4GSI dated 20.09.2017 and clarification vide letter No. 42/03/2016-4GSI dated 3<sup>rd</sup> November, 2017 (**Appendix C/12 pages 105-107**).

**[E.C. Reso. No. 16 of 08.02.2018]**

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Application of instructions regarding "equal pay for equal work" issued by the State Govt. vide letter No. 16/36/2016-3GS-II dated 03.11.2017 (**Appendix C/13 pages 108-109**).

**[E.C. Reso. No. 17 of 08.02.2018]**

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Instructions regarding enhancement of wages/honorarium of contractual/outsourced persons issued by the State Govt. vide letter No. 16/7/2015-3GSII dated 11.09.2017 (**Appendix C/14 pages 110-111**).

**[E.C. Reso. No. 18 of 08.02.2018]**

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Qualifications for appointment of Assistant Professor in Yoga Science (**Appendix C/15 pages 112-113**).

**[E.C. Reso. No. 21 of 08.02.2018]**

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General Rules of Examinations appearing in University Calendar Volume-II(Part-A) - 2005 (**Appendix C/16 pages 114-122**) be prescribed with immediate effect.

**[E.C. Reso. No. 25 of 08.02.2018]**

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Rules for Professional Consultancy by the Teachers of the University appearing at Chapter-62 of the Calendar Volume-III (Appendix C/17 pages 123-134).

[E.C. Reso. No. 43 of 08.02.2018]

Addition/alteration and substitution of words in the University Vision and Mission from the session 2017-18 (Appendix C/18 pages 135-138) as under:-

Original	Amended
<p><b><u>Vision</u></b></p> <p>The University envisions promoting quality education and research through inter-disciplinary understanding state-of-art learning, and the use of emerging knowledge for developing world class human resources capable of mastering the global challenges of future technology and management. The University seeks to create, preserve, and disseminate knowledge to build competitive capability for holistic development of man and society.</p>	<p><b><u>Vision</u></b></p> <p>The University aspires to be a leading 'transformative learning community' recognized world-wide for excellence in teaching, research and service and as a catalyst for intellectual, social, cultural and economic development.</p>
<p><b><u>Mission</u></b></p> <p>The University is committed to encourage inter-disciplinary higher education and research to spread knowledge to every strata of the society. It aims at creating an innovative, value-based and research oriented world-class learning environment and establishing itself as a centre of excellence.</p>	<p><b><u>Mission</u></b></p> <p>The University is committed to transform lives and serve the society through pursuit of excellence in teaching, innovation, lifelong learning, cultural enrichment and outreach services.</p> <p><b>To achieve its Vision and Mission, the University will endeavour:</b></p> <ol style="list-style-type: none"> <li>1. To provide intellectually inspiring, academically challenging and supportive environment conducive to positive personal growth.</li> <li>2. To provide a comprehensive education, benchmarked against the highest global standards.</li> <li>3. To engage in innovative, high-impact and leading-edge research within and across disciplines</li> <li>4. To produce graduates of distinction committed to academic/professional excellence and lifelong learning.</li> </ol>



	<ol style="list-style-type: none"> <li>5. To provide a safe, healthy and sustainable workplace.</li> <li>6. To act in partnership with the community over the generation, dissemination and application of knowledge</li> <li>7. To act as a gateway and forum for scholarship with rest of the world.</li> </ol>
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**[E.C. Reso. No. 44 of 08.02.2018]**

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Amendments in Clause 5.5, 5.6 and 5.11 in respect of the Guidelines for General Development Assistance to Central Universities, State Universities and Institutions deemed to be Universities during XII Plan Period, as received from the UGC vide its letter No.1-1/2016(SU) dated 2nd November 2016 (**Appendix C/19 pages 139-144**).

**[E.C. Reso. No. 47 of 08.02.2018]**

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Adoption of Govt. instructions issued vide Memo. No. 2PM-Cashless-2017/13626-13786 dated 20.11.2017 (**Appendix C/20 pages 145-149**) regarding providing limited cashless medical facilities to Haryana Govt. employees and pensioner and also that **this letter be deemed as Annexure-1 to the Chapter 18 of the University Calendar, Volume-IV.**

**[E.C. Reso. No. 55 of 08.02.2018]**

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Rules on the Intellectual Property Rights Policy (**Appendix C/21 pages 150-167**).

**[E.C. Reso. No. 57 of 08.02.2018]**

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Rules for Waste Management under the Environmental Sustainability Management Cell of the University (**Appendix C/22 pages 168-176**).

**[E.C. Reso. No. 61 of 08.02.2018]**

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Adoption of Qualifications for M.Tech(Computer Science) Course in Department of Computer Science & Applications for recruitment to the post of Assistant Professor in view of State Govt. sanction conveyed vide Memo No. 18/324-2016 UNP(1) dated 13.12.2017 (**Appendix C/23 pages 177-178**).

**[E.C. Reso. No. 62 of 08.02.2018]**

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Revision of qualifications for the post of Assistant Professor, Ch.Ranbir Singh Institute of Social and Economic Change:

Original	Amended
1. Good Academic record with at least 55% marks(or an equivalent grade in a point scale wherever grading system is followed ) at the Master's level in the subject Economics/Sociology/Rural development/Psychology/Demography/Statistics / Geography/Social work.	Good Academic record with at least 55% marks(or an equivalent grade in a point scale wherever grading system is followed ) at the Master's level in the subject Economics/Sociology/Rural Development/ Psychology/ Demography/ Statistics/ Geography/ Commerce/ Management/ Tourism/ Social work
2. National Eligibility Test (NET) shall be compulsory for appointment at the entry level of Assistant Professor, subject to the exemptions to the degree of Ph.D. in respect of those persons obtaining the award through a process of registration, course-work and external evaluation, as have been laid down by the UGC through its regulations and so adopted by the State Government vide letter No. 7/66-2003 C IV(3) dated 17.7.2009.	No Change
<b>Desirable:</b> Experience in conducting of Socio-Economic and demographic surveys, analyses of Statistical data, use of Computer software such as SPSS/STATA/CSPRO and research report writings. Publication of research papers in reputed journal will be an added advantage.	No Change

[E.C. Reso. No. 63 of 08.02.2018]

Grant of honorarium/remuneration to the Drivers and revision of honorarium/ remuneration to be paid to the officers/officials of the University for performing additional duties/arduous nature of duties (Appendix C/24 pages 179-180).

[E.C. Reso. No. 66 of 08.02.2018]

Implementation of instructions issued vide Memo No. 4/4-2001 C-I (4) dated 28.11.2011 by the Financial Commissioner & Principal Secretary to Govt. of Haryana, Higher Education Department regarding counting of past service rendered at Govt. Aided Schools/Colleges before these were taken over or before the appointment of an employee in the Govt. Establishment in the light of various judgements (for the purpose of pension/ gratuity) and in view of clarification received from the Director General Higher Education, Panchkula vide Memo No.18/26-2016 UNP(1) dated 5.3.2018 (**Appendix C/25 pages 181-187**).

[E.C. Reso. No. 15 of 30.03.2018]

Qualifications and selection criteria for the post of Assistant Librarian in the University (**Appendix C/26 page 188**).

[E.C. Reso. No. 19 of 30.03.2018]

Amendment in Clause-13.3 of Chapter-8 'Service & Conduct Rules for Non-Teaching Employees' of University Calendar Vol.III (**Appendix C/27 pages 189-191**):

Original	Amended
<b>13.3</b> The post of Assistant Registrar/Deputy Registrar shall be filled up as under : a) i) By promotion : 75% ii) By direct recruitment : 25%	<b>13.3</b> The post of Deputy Registrar/Assistant Registrar shall be filled up 100% by way of promotion from amongst the Assistant Registrar/ Superintendent respectively purely on seniority-cum-merit basis.

[E.C. Reso. No. 20 of 30.03.2018]

Amendment to Clause-26 of Chapter-12 of "Store Purchase Regulations" appearing in University Calendar Volume-IV:

Original	Amended
<b>Clause-26 (Purchase of items, costing more than Rs.10,000/-)</b> (i) All items costing more than Rs.10,000/- and upto Rs.50,000/- shall normally be purchased by inviting quotations from minimum 3 firms after seeking approval from the Registrar.  Provided that in case of emergency, spot purchases may be allowed by the Vice-Chancellor through Adhoc Committee(s) of 2-3	<b>Clause-26 (Purchase of items, costing more than Rs.10,000/-)</b> (i) All items costing more than Rs.10,000/- and upto Rs.50,000/- shall normally be purchased by inviting quotations from minimum 3 firms after seeking approval from the Registrar.  Provided that in case of emergency, spot purchases may be allowed by the Registrar through Adhoc

<p>persons.</p> <p>(ii) Items costing more than Rs.50,000/- shall be purchased through the Central Purchase Committee.</p>	<p><b>Committee(s) of 2-3 persons.</b></p> <p>(ii) Items costing more than Rs.50,000/- and upto Rs.1.00 Lac (one lac) shall be purchased through the Central Purchase Committee after the approval of the Registrar.</p> <p>Items costing more than Rs.1.00 Lac (One Lac) shall be purchased through the Central Purchase Committee after the approval of the Vice Chancellor.</p> <p>Purchase of Chemicals, Glassware &amp; Plasticware etc. costing more than Rs.10,000/- and upto Rs.1.00 Lac on Rate Contract shall be allowed by the Registrar. However, the items costing more than Rs.1.00 Lac shall be allowed by the Vice Chancellor.</p>
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[E.C. Reso. No. 21 of 30.03.2018]

NOC from the Faculty House be obtained before engaging private caterers for organizing Conferences, Seminars, Workshops and other programs by the HODs/Incharges of the University.

[E.C. Reso. No. 32 of 30.03.2018]

Selection criteria for appointment to the post of Information Security Officer for UIET under SFS in the University (Appendix C/28 pages 192-193).

[E.C. Reso. No. 38 of 30.03.2018]

  
Assistant Registrar(Academic)  
for REGISTRAR



## MAHARSHI DAYANAND UNIVERSITY

MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR HELD ON 07.11.2017 AT 4-00 P.M. IN THE OFFICE OF DEAN ACADEMIC AFFAIRS, M.D. UNIVERSITY, ROHTAK TO CONSIDER THE LETTER NO. 4/1-2017 UNP(5) DATED 04.07.2017 RECEIVED FROM DIRECTOR HIGHER EDUCATION, HARYANA REGARDING ESTABLISHMENT OF SANT GARIB DASS CHAIR IN M.D. UNIVERSITY, ROHTAK.

Following were present:

1. Prof. Ajay K. Rajan, Dean Academic Affairs
2. Prof. Surender Kumar, Dean, Faculty of Humanities
3. Prof. Sushila Kumari, Head, Department of Hindi
4. Prof. Rohini Aggarwal, Department of Hindi

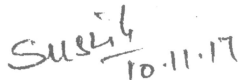
The committee considered the letter No. 4/1-2017 UNP (5) dated 04.07.2017 received from the Director, Higher Education, Haryana, regarding establishment of Sant Garib Dass Chair in M.D. University, Rohtak and after detailed discussion the Committee recommends that Sant Kabir Chair already established by the University be converted into 'Sant Sahitya Shodh Peeth' and the research work on Sant Ravi Dass and Sant Garib Dass may also be assigned to the proposed Chair to avoid further manpower and financial burden on the part of the University and State Govt and optional utilisation of human, physical & financial resources.




(AJAY K. RAJAN)



(SURENDER KUMAR)



(SUSHILA KUMARI)



(ROHINI AGGARWAL)

**MAHARSHI DAYANAND UNIVERSITY, ROHTAK**

MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR WILL BE HELD ON 6.7.2017 AT 4.00 P.M. IN THE OFFICE OF DEAN ACADEMIC AFFAIRS TO CONSIDER THE RECOMMENDATIONS OF THE FACULTY OF EDUCATION FOR STARTING OF M.A. (YOGA SCIENCE) IN THE DEPARTMENT OF PHYSICAL EDUCATION UNDER S.F.S. FROM THE SESSION 2017-18:-

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**Members present:**

1. Dr. Ajay K. Rajan, Dean Academic Affairs
2. Dr. Bhagat Singh, Head, Deptt. of Physical Education
3. Shri Jasbir Singh, A.R. (Accounts) (Nominee of F.O.)

The Committee considered the recommendations of the Faculty of Education made in its meeting held on 5.7.2017 and resolved that M.A. (Yoga Science) <sup>the session</sup> course under S.F.S may be started in the Department of Physical Education w.e.f. 2017-18 subject to the recommendations of Fee Structure Committee regarding fee of the course and approval thereon of the Vice-Chancellor. The Admissions be made on the basis of academic merit. All the weightages as applicable to other courses be also made applicable to this programme.

  
(AJAY K. RAJAN)

  
(BHAGAT SINGH)

  
(JASBIR SINGH)



# MAHARSHI DAYANAND UNIVERSITY ROHTAK

(Established under Haryana Act No. XXV of 1975)  
'A' Grade University accredited by NAAC

Appendix C/3

Minutes of the meeting of the Committee comprising the following constituted by the Vice-Chancellor was held on 11.08.2017 at 12:00 Noon. in the office of Dean, Academic Affairs, M.D. University, to consider request of the Registrar, SUPVA, Rohtak bearing No. Regr./17/2647 dated 05.06.2017 regarding change in the nomenclature of Degrees from the session 2011-12

## Members Present:-

1. Dr. Ajay K. Rajan, Dean, Academic Affairs
2. Dr. Bharti Sharma, Registrar, SUPVA, Rohtak
3. Dr. B.S. Sindhu, Controller of Examinations, M.D. University, Rohtak
4. Sh. V.P. Nandal, Controller of Examinations, SUPVA, Rohtak
5. Dr. B.S. Gulia, Head, Department of Visual Arts, M.D. University, Rohtak
6. Dr. Indranil Ghosh, Nominee of Head, Department of Visual Arts, SUPVA, Rohtak

Convener

The Committee considered the request of Registrar, SUPVA regarding change of nomenclature of courses being run by them in the Department of Film and Television. The Degrees/DMCs in respect of various courses being run under the said Department have not been issued to the students so far as certified by the Registrar, SUPVA, Rohtak and Controller of Examinations, M.D.U., Rohtak.


In view of the above, the committee recommends that nomenclature of the following courses may be changed as under from the session 2011-12 and 2012-13 as the case may be and the matter be recommended to the Academic Council for consideration:-

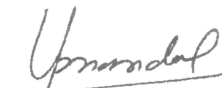
Sr.No.	Existing	Proposed
1	Bachelor of Arts(Direction)	Bachelor of Arts(Film Direction)
2	Bachelor of Arts(Sound)	Bachelor of Arts(Audiography)
3	Bachelor of Arts(Edition)	Bachelor of Arts(Film Editing)
4	Bachelor of Arts(Acting)	Bachelor of Arts(Film Acting)
5	Bachelor of Arts(Cinematography)	Bachelor of Arts(Cinematography)

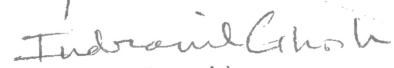
  
(Ajay K. Rajan)

  
(Bharti Sharma)

  
(B.S. Gulia)

  
(B.S. Sindhu)

  
(V.P. Nandal)

  
(Indranil Ghosh)



~~187~~ ~~44~~ Appendix C/4  
**Programme Project Report**

**Bachelor of Arts**

**Directorate of Distance Education**

**Maharshi Dayanand University, Rohtak**

**Programme Co-ordinator**

**Dr. Jagbir S Narwal**



## An Overview

-5-

The Bachelor of Arts is a flexible degree that provides students with the optimal balance between a defined sequence of study and flexible course options. This innovative program has been designed to develop graduates with the key practical skills and interdisciplinary knowledge required to be the leaders of tomorrow. The program will provide you with highly developed skills in written communication, problem-solving, critical thinking and interpersonal understanding. A BA graduate is someone who has gained skills and knowledge and can apply these skills in many different jobs, careers and life situations.

The BA offers a wide choice of academic subject areas in the core disciplines of humanities and social sciences. Students tailor the degree to suit their own career aspirations - there are many majors from which to choose. Students undertake two majors, or a more concentrated extended major and a minor, plus a range of electives. When you become a BA student, you're joining a nationally and internationally recognized degree programme.

**Explore** the far corners of the earth, the brushstrokes in a work of art, the meaning between lines of poetry, the rewards of another language or the inner workings of the human psyche. The BA programme will help you explore our world.

**Express** your point of view, a new idea, the intricacies of a well-crafted argument, a new take on ancient facts, the music in a moment or a need for change.

**Create** a program of study tailored to your interests, a perfect solution to a complex problem, a theory of human behaviour, the next big thing and a strong foundation for your career. At Guelph you can create something meaningful.

## Bachelor of Arts Three Year Degree Programme

English

Hindi, Sanskrit, History, Political Science, Economics, Public Administration, Mathematics, Environmental Studies



## **Rationality of the Programme -6-**


The Bachelor of Arts provides a broad, flexible education and is excellent preparation for a wide range of careers. Many employers, especially in large organisations, look for people with the skills an Arts degree provides. Some specialised areas of study lead to careers in specific fields such as psychology, linguistics, or languages. Other areas are general training for professional/semi-professional careers in fields such as economics, English and information technology.

Other career opportunities exist in: Administration; Advertising; Art galleries and museums; Consulting; Consumer affairs; Cultural organisations; Diplomatic and trade services; Education; Environmental protection and management; Event coordination; Film and television; Finance; Foreign affairs; Fundraising; Government; Human resource management; Information management/technology; Insurance; Labour unions; Marketing; Media and entertainment; Politics; Public affairs; Public relations; Publishing and research; Real estate; Recreation and leisure; Research; Retail; Social services; Sociology; Sports coordinating; Statistics; Translating/interpreting; Travel and tourism; Welfare; Writing

### **Programme's Mission and Objectives**

B.A. program features opportunities for study in a diverse array of specializations in the social sciences, creative and performing arts, and humanities. Through these specialized studies, students interact with and participate in the research culture of their chosen discipline.

Students should be aware of the Directorate of Distance Education Maharshi Dayanand University Rohtak rules, particularly the General Award Rules, which govern the conduct of programs. Students will find a link to the General Award Rules, and other University rules, on the University Website.

1. Students will acquire a working knowledge of the Indian education system. This will include gaining an understanding of the nation's political, Social, Economic, Historic, Administrative ideologies, as well as how the system is decided upon and implemented.
  2. Students will come to understand that there are various types of political systems around the world, and that these may differ from each other with
- 

- 7 -
- regard to their individual political institutions, political culture, political ideologies, and public policies.
3. Students will learn about the concepts, theories, and data needed to comprehend the interactions of nations that constitute international relations, and the nature of such global institutions as the United Nations, regional alliances, and international law.
  4. Students will become aware of the crucial questions raised by classical and contemporary political philosophers, and of some of the solutions proposed by them to answer fundamental questions about the role of politics in human life.
  5. Students will come to understand the means of inquiry in the social sciences generally, and in political science in particular. This will include an understanding of how knowledge about politics and government is generated by political scientists working within their discipline.
  6. Students will be prepared to take entry level jobs in the public or private sector or to undertake graduate study.

### **Facilities and Resources**

We admit the most academically able, and motivated students to our courses and provide them with inspiring teaching that's world class. We're also confident that we offer the best resources and facilities to support their learning.

### **Library Services**

When students need to borrow books and study materials or get research help, the Vivekanand Library is here to serve and support students, faculty, staff and community users.

The Vivekanand Library vigorously and visibly sustains the distinctive mission and vision of M D University. By offering unimpeded access to quality resources, services, and programs, we nurture and challenge users to take responsibility for maximizing their potential as scholars. Supporting a diverse intellectual community, the library staff works together in providing meaningful contributions to the Directorate of Distance Education unique teaching and learning environment through:

- Library and information literacy instruction
  - Reference service
- 

- Archives and Special collections
- Standard library cataloging and classification practices
- Copyright compliance
- Collaboration with campus and community constituencies
- Providing public computers and other necessary equipment
- Appropriate staffing, facilities, furnishings, and open hours
- Effective web site presence and content
- Assessment of resources, services, and programs

#### **Admission Procedure**

Applicant should complete the online application form and submit the same along with the admission application fee, which is non-refundable.

**Cost Estimate of Programme:** Rs. 21,48,98,000/- (for all the programmes)

**Quality Assurance Mechanism:** As per Annexure II of University Grants

Commission Notification dated 23.06.2017.

**Programme Design & Development Guidelines:** As approved by the Statutory

body of M.D. University, Rohtak.



*Programme Project Report*

*Bachelor of Commerce*

*For*

*Seeking Recognition of UGC, New Delhi*

*Submitted By:*

*Dr. Vazir Singh Nehra*

*Programme Coordinator*

*Dept. of Commerce (DDE)*

*Submitted To:*

*The Director/ Coordinator*

*Directorate of Distance Education*

*Maharishi Dayanand University, Rohtak*

*(A State University Established under Haryana Act No. XXV of 1975)*

*NAAC 'A' Grade Accredited University*

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## Programme Project Report of Bachelor of Commerce

### a) Programme Mission & Objectives:

#### **Mission:**

Learn with Passion, Discover with Purpose, Create Lasting Value, and Transform Lives. This mission reflects our efforts to expand student learning, improve faculty research and knowledge as well as become more active stewards in society.

#### **Vision:**

*To serve the Indian and global society by creating and sharing knowledge in an innovative, inclusive, and collaborative learning-centered environment*

#### **Objectives:**

The aim and objectives of the Bachelor's Degree in Commerce is to impart comprehensive knowledge to the learners about the nature of Commerce in India. In the era of liberalization, privatization and globalization with special reference to changing environment of finance, accounting, marketing and human resources. The growing role of private sector, information technology, integration of national economy with global economy are the focal points of this course. This programme is able to develop the conceptual faculties of the learners on various management theories, postulates, models, processes, methods, techniques, etc. It is essential to work towards obtaining a global vision based on good practices, to be carried out by private and public enterprise.. Besides this, some other objectives of this course are:

73-117

- Basically this course provides for the basic grounding in the theory and approaches of Commerce.

- To enable learners to gain a more detailed knowledge of those aspects of Commerce in which they wish to specialize.

- To emphasize on the development of critical thinking and research skills which are necessary for understanding the problems of developing countries like India and other parts of the world.

- To enable students to integrate theoretical knowledge and practical experience of Commerce as a discipline as well as an activity.

- To impart the analytical skills, ethics, accountability, responsiveness and leadership qualities among the students of Commerce.

**b) Relevance of Programme:**

The discipline of Commerce has great opportunities in its behavioral as well as theoretical framework. It has gained opportunity in the era of liberalization, privatization, and globalization.

- **Commerce tries to satisfy Increasing Human Wants**
- **Commerce helps to Increase our Standard of Living**
- **Commerce Links Producers and Consumers**
- **Commerce Generates Employment Opportunities**
- **Commerce Increases National Income and Wealth**
- **Commerce helps in Expansion of aids to Trade**
- **Commerce helps in Growth of Industrial Development**



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The subject of Commerce is the leading subject in civil services examinations apart from All India Services, Central Services and State Civil Services. From the career prospects, the modern competitive world has given rise to a huge requirement of deep knowledge of Commerce. There are number of career prospects for trained and motivated Commerce graduates and post graduates in the field of public as well as private sectors like: teachers, bankers, marketing executives, accountants, Administrative Officers, Human Resource Managers, and Corporate Managers in Private Sector.

Teaching has recently turned into good option for a Commerce as it is one of the most favorite courses in educational institutions. Different Universities have started M.Com., M.Phil & Ph.D. courses in Commerce.

**c) Nature of Prospective Target Group of Learners:**

- ☐ In-service persons
- ☐ Working class people
- ☐ Competitive examination preparing students
- ☐ Married women
- ☐ Military personnel
- ☐ Old age persons who could not get the opportunity in student life

**d) Appropriateness of Open and Distance Learning Mode:**

The emergence of new forms of distance learning based on new information and communication technologies; in particular those supported by the Internet and using the World Wide Web, have significant pedagogical, economic and organizational implications. Furthermore, there is a significant trend towards intensifying globalization. Institutional and inter-governmental co-operation is increasing, and the global classroom

75-13-13

has been realized in quite a number of projects, particularly in connection with emerging global communication networks. Lack of infrastructure and professional competence in open and distance learning remain important barriers. Nevertheless, these forms of educational delivery have come to stay, and many countries are looking at open and distance learning as a major strategy for expanding access, raising quality and ensuring cost-effectiveness. The need to extend learning opportunities over the whole life span and the changing demands concerning mass education and the need for new skills represent challenges that are not easily met by conventional structures and institutions. Governments, industry and educational institutions are eager to develop effective applications of new technologies and at the same time meet the needs of learners. However, conventional ways of teaching continue to thrive, and the field shows a great variety of approaches to the implementation of new strategies, with varying success.

e) **Instructional Design:**

- Programme Duration: 2 Years
- Faculty and Staff Requirement: One Associate Professor, One Assistant Professor
- Instructional Delivery Mechanism: Through Personal Contact Programme and Online
- Mode of Instructions: Print and Online

**Student Support Service System:**

Student support services make up the element of distance education most nearly akin to traditional education. So, these are the main methods of student support service.



- 26-147
- Class teaching at study centers i.e. Personal Contact Programme (PCP);
  - Individual tutorials at study centers or other locations;
  - Counseling sessions at study centers;
  - Correspondence with tutor and counselor;
  - Telephone contact with tutor and counselor;
  - Computer mediated communication;

This list is by no means exhaustive. But it does serve to illustrate that there is an almost infinite variation in student support systems in distance education. Each student support system represented in any distance teaching system is unique.

f) **Admission Procedure:** Online Mode

- Curriculum Transaction & Evaluation; Print and Online
- Laboratory Requirement: computer lab

g) **Library Resources:** Books, Journals (print & on-line), Magazines, E-Library Facility, Computers, printers, software, bookshelf, almirah, human resource.

h) **Cost Estimate of Programme:** Rs. 21,48,98,000/- (for all thirteen programmes offered by DDE)

i) **Quality Assurance Mechanism:** As per Annexure II of University Grants Commission Notification dated 23.06.2017.

j) **Programme Design & Development Guidelines:** As approved by the Statutory body of M.D. University, Rohtak.




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***Programme Project Report***  
***Master of Commerce***  
***For***  
***Seeking Recognition of UGC, New Delhi***

***Submitted By:***  
***Dr. Vazir Singh Nehra***  
***Programme Coordinator***  
***Dept. of Commerce (DDE)***

***Submitted To:***  
***The Director/ Coordinator***  
***Directorate of Distance Education***  
***Maharishi Dayanand University, Rohtak***  
***(A State University Established under Haryana Act No. XXV of 1975)***  
***NAAC 'A' Grade Accredited University***



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## Programme Project Report of Master of Commerce

### a) Programme Mission & Objectives:

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#### ☐ **Vision:**

*To serve the Indian and global society by creating and sharing knowledge in an innovative, inclusive, and collaborative learning-centered environment*

#### ☐ **Objectives:**

The aim and objectives of the Master's Degree in Commerce is to impart comprehensive knowledge to the learners about the nature of Commerce in India. In the era of liberalization, privatization and globalization with special reference to changing environment of finance, accounting, marketing and human resources. The growing role of private sector, information technology, integration of national economy with global economy are the focal points of this course. This programme is able to develop the conceptual faculties of the learners on various management theories, postulates, models, processes, methods, techniques, etc. It is essential to work towards obtaining a global vision based on good practices, to be carried out by private and public enterprise.. Besides this, some other objectives of this course are:



-67-

- Basically this course provides for the basic grounding in the theory and approaches of Commerce.
- To enable learners to gain a more detailed knowledge of those aspects of Commerce in which they wish to specialize.
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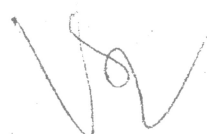
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**e) Instructional Design:**

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h) **Cost Estimate of Programme:** Rs. 21,48,98,000/- (for all thirteen programmes offered by DDE)

i) **Quality Assurance Mechanism:** As per Annexure II of University Grants Commission Notification dated 23.06.2017.

j) **Programme Design & Development Guidelines:** As approved by the Statutory body of M.D. University, Rohtak.



# 88-21- Programme Project Report

## Bachelor of Library and Information Science

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2. A Programme Project Report is required to be prepared before introducing any new programme duly approved by its highest academic authority. The main contents of the programme Project Report are as follows.

### (a) Programme's mission and objectives

The mission of the course BLISc is to educate the people to develop the skill of them of the catchment area and to spread the vocational knowledge of the people. The objectives behind the course is to make people skill oriented , to upgrade the knowledge base with knowledge of library and information science, to help people to get the jobs to make the people aware about "earn while learn "

### (b) Relevance of the programme with HEI Mission and Goals

The course offered through distance mode very much match to the mission of higher education institution, in this case Maharshi Dayanand University. As the parent institute Maharshi Dayanand University is offering the courses to the people of the catchment area in terms of providing higher education to them. The distance learning BLISC is also committed to produce more number of skilled workers ready to work and to contribute to the nation.

### (c) Nature of prospective target group of learners

The main target groups are of any Indians, more specifically the people of Haryana and adjacent areas of neighbouring states. The house wives those who can't perceive regular courses for some reason join this course. People those are engaged in regular jobs want to increase their skill through education also join the course.

### (d) Appropriateness of the programme to be conducted in Open and Distance Learning mode to acquire specific skills and competencies

So far the skill is concerned, equally great efforts are put together with trained resource persons, lab facilities, and library services which upgrade and make up-to-date the learners with their regular counterparts.

### (e) Instructional Design



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Instructions include classroom contact programme followed by the lab facilities, the syllabus is up-to-date, revised with a specific time of interval while incorporating the new aspects of the course. Syllabus with annotations is available with the university and the learners avail it in the print format also.

**(f) Procedure for admission, curriculum transaction and evaluation**

The admission procedure into BLISC course through distance mode is well planned and structured. The information is available in the distance education website. These days online admission procedure is accepted which helps the students especially the faraway places to get into the admission. A well furnished admission policy and evaluation procedure is maintained so that the quality is retained.

**(g) Requirement of the laboratory support and Library Resources.**

To support the theoretical learning process of the classroom teaching, laboratory support service especially the computer lab is offered to the learners as a support service in the BLISC course. A special library for the distance learners is available for the students where the BLISC students use the library as a reading room and issue the books to study at home.

**(h) Cost estimate programme**

The cost estimation is very minimal no profit no loss policy is applied so that the students learn the course and ultimately benefitted. No profit making objectives are maintained by the university.

**(i) Quality assurance**

Quality assurance is very much available in terms of syllabus design, curriculum up-to-datedness, trained resource person, support service of lab and library. The outcomes, the students passed out with the course are engaged with jobs of smaller and bigger nature.



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# Programme Project Report

## Master of Library and Information Science

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1. A Programme Project Report is required to be prepared before introducing any new programme duly approved by its highest academic authority. The main contents of the programme Project Report are as follows.

**(a) Programme's mission and objectives**

The mission of the course MLISc is to educate the people after the BLISc. The objectives behind the course is to make people skill oriented, to upgrade the knowledge base with knowledge of library and information science, to help people to get the jobs to aware about the higher studies even.

**(b) Relevance of the programme with HEI Mission and Goals**

The MLISc course offered through distance mode run matching very much with the mission of higher education institution. As the parent institute Maharshi Dayanand University is offering the courses to the people of the catchment area in terms of providing higher education to them. The distance learning MLISC is also committed to produce more number of skilled workers to be absorbed in Haryana and neighbouring Delhi.

**(c) Nature of prospective target group of learners**

The main target groups are those have completed their bachelor's course either from this university or different universities. People those are engaged in regular jobs want to increase their skill through education also join the course. The master level course pays the learners in learning and at the same time for promotions in the jobs also.

**(c) Appropriateness of the programme to be conducted in Open and Distance Learning mode to acquire specific skills and competencies**

So far the skill is concerned, equally great efforts are put together with trained resource persons, lab facilities, and library services which upgrade and make up-to-date the learners with their regular counterparts.

**(d) Instructional Design**

Instructional design very good in terms of classroom teaching followed by the lab facilities, the syllabus is up-to-date, revised with a specific time of interval while



incorporating the new aspects of the course. Syllabus with annotations is available with the university and the learners avail it in the print format also.

**(f) Procedure for admission, curriculum transaction and evaluation**

Getting into MLISC course through distance mode is well planned and structured. This is available through a policy. The information is available in the distance education website. These days online admission procedure is accepted which helps the students especially the faraway places to get into the admission

**(g) Requirement of the laboratory support and Library Resources.**

The laboratory support service especially the computer lab is offered to the learners as a support service in the MLISC course. A special library for the distance learners is available for the students where the MLISC students use the library as a reading room and issue the books to study at home.

**(h) Cost estimate of programme**

Rs. 21,48,98,000/- (for all thirteen programmes offered by DDE).

The MLISC course is given through low course fees. The cost estimation is very minimal no profit no loss policy is applied so that the students learn the course and ultimately benefitted. No profit making objectives are maintained by the university.

**(i) Quality assurance**

Quality maintenance in the MLISC course is the primary objective in terms of syllabus design, curriculum up-to-datedness, trained resource person, support service of lab and library. The outcomes, the students passed out with the course are engaged with jobs of smaller and bigger nature. The quality for the programme will be maintained in accordance with part-III (8) and Annexure-II of University Grants Commission notification dated 23.06.2017.

**(j) Programme Design and Development and Guidelines**

As approved by the Statutory body of M.D. University, Rohtak from time to time.



## ProgrammeProject Report Regarding Programmes Of M.A English Courses

M.D University, a temple of education, is one of the most renowned universities of North India. This is a pioneer University with overall excellence, wide horizons & deep commitment towards nation-building. The University has got 44<sup>th</sup> ranking in National University Ranking conducted by NIRF Ministry of HRD Govt. of India.

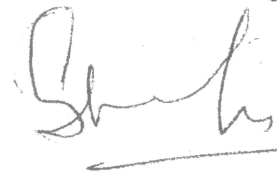
The excellence of the University to such heights depends on several pillars of the institution. The Directorate of M.D University is one of the strongest pillars of the institute & plays noteworthy role in the touching of new milestones.

Among the several subjects offered by the Distance Education for Undergraduate & Postgraduate Degrees, English subject has got topmost priority opted by Distance students. It is pertinent to mention that English apart from being the link language for the educated & elite classes of the society, is now-a-days the most established medium of International communication.

### Programme's Mission

The Directorate of Distance Education give an alternative to the students who cannot get admission in the regular courses due to increasing competition or inaccessibility to such institutions or lack of time or lack of finance. The course offer opportunities to the students for continuing their studies in all circumstances & for standing in competition with the regular students in getting jobs & better placements both in public & private sectors.

The main mission of the Distance courses is to spread education at every door step and to all the needy, poor, and working



sections of the nation with minimum financial burden and least hassles.

In such scenario M.D University with NAAC 'A' Grade gives the aspiring candidates the best choice since the learners find the Directorate catering to all their needs from admission to attaining the Degree, thus converting their dreams into reality!!

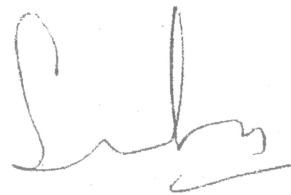
### **Objectives-**

The main objective of the Directorate is to prepare our students for successful careers in Academics, Army services, call - centres, competitive exams, company jobs not only within the country but also abroad.

The students get opportunities for higher studies & may go for Research related to their areas of interest. The learners interested in literature can have familiarity with English literature, Indo-English literature & other foreign works taught in the curriculum. The students become aware of the society depicted through the eyes of poets, writers and critics. In a way students after studying English literature understand life in a better way and become better human-beings since literature is just a mirror to the society. A true depiction of reality helps the readers to make efforts for betterment of the society and thus strengthening the roots of the nation!

### **Relevance-**

With the increasing competition among students for the regular courses, MA English through Distance mode & other Undergraduate courses offered by the Directorate give a parallel mode of studies to the students in today's cut-throat competition. The Colleges & University Teaching Departments give admission to only restricted number of students leaving others disappointed and directionless. In such scenario the Distant courses of Post



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Graduate & Under Graduate classes give direction & support to the really aspiring candidates which help them to get better jobs-prospects & better placements both in the private and public sectors. Even otherwise, English not only improves learners personality, but also helps in competitive & other higher jobs.

The Distance Education courses cater to the needs of a large number of students all over the country.

M.A ENGLISH is a two year programme

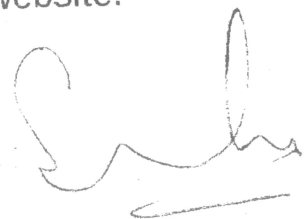
M.A Previous

M.A Final

The aspiring M.A English candidates for Distance come from different strata of society. The school - teachers, nurses, army personnel, businessmen get opportunity to improve their education while fulfilling their responsibilities simultaneously. Girl students, ladies & house -wives find distance courses in English quite fruitful as it gives them education without much turbulence at their doorstep. Even poor people or deprived section of the society can get education through this mode at quite nominal fees & without hassles.

### **Instructional Design-**

The Directorate of Distance courses related to English subject has adequate instructional design catering to all the requirements of the students right from admission to achieving of Degree. Students have to apply online for admission. They can get all the current instructions & notices through M.D.U website. Not only registration information but all other rectifications can be got done through E-mail at the students ID- address. The syllabi for various UG & PG Courses is displayed on the M.D.U website.





The study material for various courses is got developed by the most efficient faculty members at quite reasonable costs. It is got printed in book form at the university press. Later on it is sent to various Regional centers for distribution to the enrolled students who collect it by hand from the centers at the support- services-camps which are held regularly on the scheduled dates & times. All the information is displayed on the students Notice Board also through Notices on the University -website. The students, if interested, can have personal information on telephone from the Enquiry-Desk at Directorate office. The personnel -staff is always ready to help & guide the distance students through Support Service Camps, Counselling Sessions & Doubt Clearing classes which are held regularly at specified dates&times. The Enquiry - Desk at the Directorate is always for guidance & help to the students both at the personal level & telephonically.

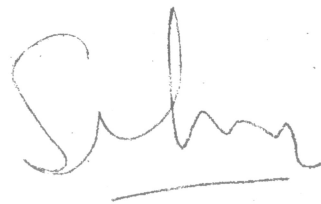
#### **Library Sources-**

The Distance course students can have personal access to the books available in the Departmental library. The students can make personal notes from relevant books. Thus the directorate arranges all kinds of help to the students. Even the poor & needy students can manage easily with the facilities given here.

#### **Cost Estimates-**

The tentative cost of all thirteen programmes offered by DDE is Rs. 21,48,98,000/-.

The number of students seeking admission increases progressively per year which indicates that the aims, objectives & mission of the Directorate are being fulfilled. The qualified faculty, study material prepared for the complete syllabi, regular sessions of the Counselling and adequate infrastructure together contribute to the effectiveness of the programmes.



**Quality Assurances-**

Quality in terms of syllabus design, curriculum up-to-datedness, trained resource person, support service of lab and library is well maintained. The quality for the programme will be maintained in accordance with part-III (8) and Annexure-II of University Grants Commission notification dated 23.06.2017.



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**PROGRAMME PROJECT REPORT (PPR)**  
**MASTER OF ARTS IN HINDI (M.A. HINDI)**  
**THROUGH DISTANCE MODE OF LEARNING**  
**MAHARSHI DAYANAND UNIVERSITY (MDU), ROHTAK (HARYANA)**

**1) RELEVANCE OF THE PROGRAMME WITH THE UNIVERSITY:**

MISSION AND GOAL'S IN KEEPING WITH THE MDU'S VISION OF PROPOGATION OF HIGHER STANDARDS OF EDUCATION THROUGH STATE-OF-THE-ART LEARNING TO SERVE THE SOCIETY, THE M.A. HINDI PROGRAMME THROUGH THE DISTANCE MODE OF LEARNING ENVISAGES CREATING, PRESERVING AND DISSEMINATING KNOWLEDGE AND DEVELOPING/ UPGRADING SKILLS FOR OVERALL DEVELOPMENT AND PROGRESS OF PEOPLE AND SOCIETY IN THE HIGHLY COMPETITIVE MODERN ENVIRONMENT.

**2) OBJETIVES OF THE PROGRAMME:**

THE M.A. HINDI PROGRAMME THROUGH DISTANCE EDUCATION AIMS AT ENOBLING MEN AND WOMEN BELONGING TO VARIOUS SECTIONS OF SOCIETY TO ACQUIRE KNOWLEDGE AND UPGRADE THEIR EDUCATION QUALIFICATIONS IN THE SUBJECT OF HINDI SO THAT THEY BECOME MORE SUITABLE FOR BETTER EMPLOYMENT OPPORTUNITIES.

**3) TARGET GROUP OF LEARNERS:**

THE M.A. HINDI PROGRAMME THROUGH DISTANCE MODE OF LEARNING TARGETS A LARGE SEGMENT OF SOCIETY, INCLUDING PERSONS SERVING IN VARIOUS SECTORS - GOVERNMENT OR NON-GOVERNMENT, ENGAGED IN BUSINESS OR AGRICULTURE, ELDERLY PEOPLE UNABLE TO ACQUIRE HIGHER EDUCATION WHEN THEY WERE YOUNG, DUE TO VARIETY OF REASONS AND ARE WISHING TO IMPROVE THEIR EDUCATION QUALIFICATION, YOUNGSTERS DEPRIVED OF ADMISSIONS IN CONVENTIONOR UNIVERSITIES OR COLLEGES, WOMEN, PHYSICALLY-CHALLENGED PERSONS, PEOPLE BELONGING TO VARIOUS DISADVANTAGED SECTIONS OF SOCIETY AND ALL THOSE PERSONS WILLING TO UPGRADE THEIR KNOWLEDGE AND EDUCATIONAL QUALIFICATIONS IN THE VARIOUS FIELDS OF STUDY IN LANGUAGE (HINDI) AND LITERATURE.

**4) APPROPRIATENESS OF THE PROGRAMME:**

THE M.A. HINDI PROGRAMME THROUGH DISTANCE MODE OF EDUCATION PROVIDES EQUITABLE ACCESS OF QUALITY HIGHER EDUCATION TO VARIOUS TARGET GROUPS OF LEARNERS WITH FREEDOM TO STUDY AS PE THEIR CONVENIENCE AT THEIR OWN PACE. FROM CHOSEN LOCATIONS USING EMERGING INFORMATION AND COMMUNICATION TECHNOLOGIES (ICT).

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5) **INSTRUCTIONAL DESIGN OF THE PROGRAMME:**

THE DURATION OF THE M.A. HINDI PROGRAMME THROUGH DISTANCE MODE OF LEARNING IS TWO ACADEMIC YEARS, HAVING TEN PAPERS/COURSES OF STUDY, INCLUDING आधुनिकहिन्दीकविता, आधुनिक गद्य साहित्य, हिन्दीसाहित्य काइतिहास, भाषाविज्ञान, रचनाकारकवीर, प्राचीन एवं मध्यकालीनकाव्य, भारतीय एवंपश्चात्य काव्यशास्त्र, प्रयोजनमूलकहिन्दी, भारतीय साहित्य, नाटकऔररंगमंच. (SYLLABI ATTACHED)

6) **FACULTY AND SUPPORT STAFF REQUIREMENTS:**

AS PER THE "OPEN AND DISTANCE LEARNING REGULATIONS, 2017" NOTIFIED BY THE UNIVERSITY GRANTS COMMISSION (UGC) VIDE NOTIFICATION DATED 23.06.2017 OR DECIDED BY THE STATUTORY BODY OF THE UNIVERSITY.

7) **INSTRUCTIONS DELIVERY MECHANISM:**

THE INSTRUCTIONS DELIVERY MECHANISM COMPRISES DIRECT INTERACTION BETWEEN FACULTY AND STUDENTS ENROLLED FOR THE M.A. HINDI PROGRAMME AND PRINTED STUDY MATERIAL MODE AVAILABLE TO THE LEARNERS. SPECIAL COUNSELLING SESSION ARE ORGANISED IN THE STUDY CENTRES ON WEEKENDS TO ENABLE THE STUDENTS TO INTEREST WITH THE TEACHERS FOR COMPREHENSIVE DELIBERATIONS ON VARIOUS TOPICS/SUBJECTS OF STUDY.

8) **ADMISSION, CURRICULUM TRANSACTION AND EVALUATION:**

THE DIRECTORATE OF DISTANCE EDUCATION OF THE UNIVERSITY MAKES CENTRALISED ARRANGEMENTS FOR ON-LINE ADMISSIONS TO VARIOUS PROGRAMMES OF STUDY OFFERED FOR LEARNERS. THE ANNUAL EXAMINATIONS FOR EVALUATION OF LEARNERS ARE ALSO CONDUCTED BY THE DIRECTORATE.

9) **LIBRARY RESOURCES:**

THE UNIVERSITY HAS A WELL-EQUIPPED LIBRARY FOR ITS STUDENTS.

10) **COST ESTIMATES OF THE PROGRAMME:**

THE TENTATIVE COST FOR ALL THE THIRTEEN PROGRAMMES OF DDE IS Rs. 21,48,98,000/-

11) **QUALITY ASSURANCE MACHANISM AND EXPECTED PROGRAMME OUTCOMES:**

REVISION OF COURSE CURRICULUM IS UNDERTAKEN AS PER NEEDS AS PART OF QUALITY ASSURANCE MECHANISM. AND IN ACCORDANCE WITH THE PART-III (8) AND ANNEXURE-II OF UNIVERSITY GRANTS COMMISSION NOTIFICATION DATED 23.06.2017.

12) **CURRICULAM AND DETAILED SYLLABI OF THE PROGRAMME:**

COPY ATTACHED.

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**Programme Project Report**

**Master of Arts in History**

**For**

**Seeking Recognition of UGC, New Delhi**

**Submitted By:**

**Dr. Sanjay Nandal**

**Programme Coordinator**

**Submitted To:**

**The Director/ Coordinator**

**Directorate of Distance Education**

**Maharshi Dayanand University, Rohtak**

(A State University Established under Haryana Act No. XXV of 1975)

NAAC 'A' Grade Accredited University



**a) Programme's Mission and Objectives:-**

The programme M.A. History through Distance Mode provided the opportunity to the large number of students, who could not pursue their study in the formal/regular system of Higher education. This programme facilitate the students in enhancing their knowledge of the specialization of their choice and fostering other important attributes of a civilized human society.

**b) Relevance of the programme with H.E.I.'s Mission and Goals:-**

The M.D. University envisions promoting quality education and research through inter-disciplinary understanding, state of the art learning, and the use of emerging knowledge for developing world class human resources capable of mastering the global challenges of future. This programme seeks to create, preserve and disseminate knowledge to build competitive capability for holistic development of man and society.

**c) Nature of prospective target groups of learners:-**

This programme i.e. M.A. History will target those students who could not took admission in the regular mode or formal system due to one or other reasons. Those persons are also targeted who could not complete their higher education due to their professional or social responsibilities and obligations. A class having of low level of income, rural dwellers, women etc. may be included in the above groups

**d) Opportunities of programme to be conducted:-**

This programme is designed for the development of knowledge and understating appropriate to the area of study. After completion of programme a student acquired the academic, professional and occupational skills.

**e) Instructional design:-**

The M.A. History programme is of two year duration with ten courses/papers of study. This programme also offer different options viz. Ancient Indian history, Medieval Indian History and Modern Indian History alongwith world History. The detailed syllabi of the same is attached at the end.

The dual mode of class teaching counseling and study material provision will be the method of instruction. The student support camps are to be organized preferably on the holidays of 15 days each. The non-teaching and teaching faculty will be temporarily hired on the unit basis.

**f) Procedure for admissions, curricular transaction and evaluation:-**

The procedure for admissions, curriculum transaction and evaluation of the programme will be as per rules and regulations of Directorate of Distnace Education, M.D. University, Rohtak.

**g) Requirement of the Laboratory Support and Library Resources:-**

 2

The programme have no requirement of laboratory but the provision of library will enhance the sincerity and commitment of the student.

**h) Cost-Estimate of the programme and the provision:-**

Remuneration for teaching faculty and non-teaching staff and printing cost of study material will be cost of the programme.

**i) Quality Assurance Mechanism and Expected Programme outcome:-**

The curriculum is revised from time to time as per requirements of the UGC, Distance Education Bureau and need of the professional norms



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**Programme Project Report**

**Master of Arts in Economics**

**For**

**Seeking Recognition of UGC, New Delhi**

**Submitted By:**

**Ms. Kiran Bala**

**Programme Coordinator**

**Dept. of Economics (DDE)**

**Submitted To:**

**The Director/ Coordinator**

**Directorate of Distance Education**

**Maharshi Dayanand University, Rohtak**

**(A State University Established under Haryana Act No. XXV of 1975)**

**NAAC 'A' Grade Accredited University**

Kiran Bala



Programme Project Report of Master of Arts in Economics

**About the University**

Maharshi Dayanand University, Rohtak, established in 1976 as a residential University with the objective of promoting inter-disciplinary higher education and research with special emphasis on studies of environmental, ecological and life sciences, is making rapid progress to emerge as a leading educational institution of the nation. Now it is a teaching-cum-affiliating university with a formidable track record in academics, research, literacy and cultural activities, and sports. Currently, there are 38 Post-Graduate Departments and 11 Faculties in the University. Territorial jurisdiction of the University extends to 10 districts of Southern Haryana.

The Directorate of Distance Education is providing quality education to the students with its traditional UG/ PG courses as well as Information Technology and Management programmes. Excellent standards of teaching and research, well-qualified faculty members, effective administrative functioning, congenial academic environment, pulsating campus life, key national and international linkages, timely holding of examinations and time-bound declaration of results, ample avenues for holistic development of personality of the students, a community-service approach, special emphasis on providing opportunities for students of rural background, girl students, and students from marginalized communities, administrative mechanism based on e-governance etc. are the salient features of this University.

The overall progress made by the University in all fields resulted in the University receiving the 'A' grade from NAAC in July 2013. University, with its large campus, provides excellent infrastructural facilities and necessary student support services, benefiting the students. Beautiful landscaping is a hallmark of the varsity. Hostel facilities for 2500 boys and equal number of girls are available on the campus. Computer and network facilities are available on the campus. The University has entered into national and international level strategic tie-ups with academic and research organizations for joint academic and research programmes. Recently, University has signed MoU with National Skill Development Corporation to facilitate skill development of University students. We are all set to emerge as a pioneer University with overall excellence and

Kiran Bala

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global outlook and deep commitment towards social and community causes in times to come.

**a) Programme's mission and objectives:**

**□ Mission:**

Learn with Passion, Discover with Purpose, Create Lasting Value, and Transform Lives.

This mission reflects our efforts to expand student learning, improve faculty research and knowledge as well as become more active stewards in society.

**□ Vision:**

To serve the Indian and global society by creating and sharing knowledge in an innovative, inclusive, and collaborative learning-centered environment

**□ Objectives:**

The aim and objectives of the Master's Degree in Economics is to impart comprehensive knowledge to the learners about the nature of economics as it provides valuable knowledge for making decisions in everyday life. Economics places a key role in all aspects of life and is an important subject worth knowing more about. It allows them to employ and develop analytical and evaluative skills. It offers a tool with which to approach questions about the desirability of a particular financial investment opportunity, the benefits and costs of alternative careers, and the likely impacts of public policies including universal health care and a higher minimum wage. Economics Post graduates are well equipped, having analytical and problem-solving skills, numerical and computer skills, as well as the ability to work well either alone or within a team. All of these skills are very transferable allowing economics Post graduates to branch into anything from investment banking and financial services, business and public-sector management and research, to working with charities, teaching or the media. The objective of the

Kiran Bala

programme is to contribute significantly towards achieving the national objective of providing quality education to all and to reach the unreached by offering useful distance education programmes to learners belonging to different parts of the State/ Country.

**b) Relevance of Programme:**

The Economics subject introduces students to an economist's view of the world. It looks at the behaviour of consumers and business in a market economy and how decisions are made. With case studies of particular markets they develop knowledge and understanding of the nature, operation and role of markets. It also looks at economic growth and sustainable development and students learn to evaluate policy actions in relation to this and consider impacts on our standard of living. Finally, the course explores contemporary global economic issues and how each issue is affected by the actions of decision-makers. This subject suits students who enjoy exploring current social issues and learning the economic perspective on these. It also provides a good background for students looking at commerce studies in the future. They become able to use a range of sources to acquire economic information and to sort and communicate this information. This subject helps the students to define key economic concepts and use them appropriately; apply economic knowledge, concepts and theories to predict the effect of economic events on market outcomes; apply decision making to current economic problems within a specific market; describe the nature of a contemporary economic issue and interpret and analyse information about this issue. Explain, using economic theory, how a range of aggregate demand side and aggregate supply side factors may influence these economic issues.

Teaching has recently turned into good option for an economist as economics is one of the most favourite courses in educational institutions. Different Universities have started M.A., M. Phil & Ph.D. courses in the field of Economics.

**c) Nature of prospective target group of learners: The Higher Educational**

Institution is aimed to consider diverse class of learners including:

- a class having low level of disposable Income,
- rural dwellers

*Kiran Bala*

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- unskilled men.
- minorities etc
- In-service persons
- Working class people
- Competitive examination preparing students
- Married women
- Military personnel
- Old age persons who could not get the opportunity in student life

**d) Appropriateness of programme to be conducted in Open and Distance**

**Learning mode:**

The Higher Educational Institution is aimed to identify the learning outcomes for the programme will cover the specific skills and competence to be acquired by the learner. The focus of the educators is also on learners' personality development, inculcating soft-skills, career counseling and guidance and community education. Students Support Services Camps are aimed to facilitate learning, counselling and to solve the problems of the distance learners which they face during their self-study from the study material provided by the Directorate. Through Students Support Services Camps, the learners get an opportunity to interact with the counsellors and the peer group. The emergence of new forms of distance learning based on new information and communication technologies; in particular those supported by the Internet and using the World Wide Web, have significant pedagogical, economic and organizational implications. Furthermore, there is a significant trend towards intensifying globalization. Institutional and inter-governmental co-operation is increasing, and the global classroom has been realized in quite a number of projects, particularly in connection with emerging global communication networks. Lack of infrastructure and professional competence in open and distance learning remain important barriers. Nevertheless, these forms of educational delivery have come to stay, and many countries are looking at open and

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distance learning as a major strategy for expanding access, raising quality and ensuring cost-effectiveness. The need to extend learning opportunities over the whole life span and the changing demands concerning mass education and the need for new skills represent challenges that are not easily met by conventional structures and institutions. Governments, industry and educational institutions are eager to develop effective applications of new technologies and at the same time meet the needs of learners. However, conventional ways of teaching continue to thrive, and the field shows a great variety of approaches to the implementation of new strategies, with varying success.

**e) Instructional Design:**

- Programme Duration: 2 Years
- Faculty and Staff Requirement: Related to the Programme Coordinator
- Instructional Delivery Mechanism: Through Personal Contact  
Programme and Online
- Mode of Instructions: Print and Online

**f) Student Support Service System:**

Student Support Service in open and distance learning system is quite different from other services. These services are not only confined to interactive counselling or solving the learners' problems but also include distance learning to address the issue of continuous upgradation of skills so as to produce manpower resources of the kind and the number required by society, to fulfill the expectations indicated in the National Education Policy (1986). Student support services make up the element of distance education most nearly akin to traditional education.

So, these are the main methods of student support service:

- Class teaching at study centers i.e. Personal Contact Programme (PCP);
- Individual tutorials at study centers or other locations;
- Counselling sessions at study centers;

Kiran Bala

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- Correspondence with tutor and counsellor;
  - Telephone contact with tutor and counsellor;
  - Computer mediated communication;

This list is by no means exhaustive. But it does serve to illustrate that there is an almost infinite variation in student support systems in distance education. Each student support system represented in any distance teaching system is unique.

a) **Admission Procedure:** Online Mode

- Curriculum Transaction & Evaluation: Print and Online
- Laboratory Requirement: NIL

b) **Library Resources:**

Books, Journals (print & on-line), Magazines, E-Library Facility, Computers, printers, software, bookshelf, almirah, human resource.

c) **Cost Estimate of Programme:**

The tentative cost of all thirteen programmes offered by DDE is Rs.

21,48,98,000/-.

Quality Assurance Mechanism:

Quality in terms of syllabus design, curriculum up-to-datedness, trained resource person, support service of lab and library is well maintained. The quality for the programme will be maintained in accordance with part-III (8) and Annexure-II of University Grants Commission notification dated 23.06.2017.

d) **Programme Design & Development Guidelines:** As approved by the Statutory

body of M.D. University, Rohtak from time to time.

**DIRECTORATE OF DISTANCE EDUCATION**

*Kiran Bala*

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**Programme Project Report**

**Master of Arts in Public Administration**

**For**

**Seeking Recognition of UGC, New Delhi**

**Submitted By:**

**Dr. Rajesh Kumar Kundu**

**Programme Coordinator**

**Dept. of Public Administration (DDE)**

**Submitted To:**

**The Director/ Coordinator**

**Directorate of Distance Education**

**Maharshi Dayanand University, Rohtak**

(A State University Established under Haryana Act No. XXV of 1975)

NAAC 'A' Grade Accredited University

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## Programme Project Report of Master of Arts in Public Administration

### a) Programme Mission & Objectives:

#### ☐ **Mission:**

Learn with Passion, Discover with Purpose, Create Lasting Value, and Transform Lives.

This mission reflects our efforts to expand student learning, improve faculty research and knowledge as well as become more active stewards in society.

#### ☐ **Vision:**

*To serve the Indian and global society by creating and sharing knowledge in an innovative, inclusive, and collaborative learning-centered environment*

#### ☐ **Objectives:**

The aim and objectives of the Master's Degree in Public Administration is to impart comprehensive knowledge to the learners about the nature of public administration in India in the era of liberalization, privatization and globalization with special reference to the role of the State regarding Public Sector and Public- Private Interface. The growing role of civil society groups, human resources, e-governance and Public systems management are the focal points of this course. This programme is able to develop the conceptual faculties of the learners on various administrative theories, postulates, models, processes, methods, techniques, etc. It is essential to work towards obtaining a global vision based on good practices, to be carried out by public institutions. Besides this, some other objectives of this course are:





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- Basically this course provides for the basic grounding in the theory and approaches of Public Administration.

- To enable learners to gain a more detailed knowledge of those aspects of Public Administration in which they wish to specialize.

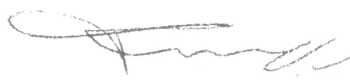
- To emphasize on the development of critical thinking and research skills which are necessary for understanding the problems of developing countries like India and other parts of the world.

- To enable students to integrate theoretical knowledge and practical experience of Public Administration as a discipline as well as an activity.

- To impart the analytical skills, ethics, accountability, responsiveness, and public service leadership capacity among the students of Public Administration.

**b) Relevance of Programme:**

The discipline of Public Administration has great opportunities in its behavioral as well as theoretical framework. It has gained opportunity in the era of liberalization, privatization, and globalization as well as in civil societies. The main reason of its popularity is the increasing demand of accountability, transparency and effectiveness in policies and administration, efficiency in citizen-centric and democratic set up of the administrative structure. Now it is being witnessed as a part of the new public management and Entrepreneurial governmental functions. Good-governance, e-governance, ethical governance corporate-governance etc. are the watchwords of 21st century. So, public administration as an activity as well as the field of study is the pivot of various fields of governance. The subject of Public Administration is the leading subject in civil services examinations apart from All India Services, Central Services and State



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Civil Services. From the career prospects, the modern competitive world has given rise to a huge requirement of specialized and educated public administrators. There are number of career prospects for trained and motivated public administrators in the field of public as well as private sectors like: Administrative Officers, Human Resource Managers, Corporate Managers in Private Sector, Labour Welfare Officers/Inspectors in State Governments as desirable qualification, Assistant Provident Fund Commissioners in Employees' Provident Fund Organization, Ministry of Labour & Employment as desirable qualification, Liaison Officer, consultant in budget and financial analysis, conducting research related to public relations or marketing, policy advisors, programme development and implementation, problem solving and critical thinking as well as oversight of managerial or leadership programmes etc.

Teaching has recently turned into good option for a public administrator as public administration is one of the most favorite courses in educational institutions. Different Universities have started M.A., M. Phil & Ph.D. courses in Public Administration, Social Welfare Administration, Development Administration, Police Administration, Disaster Management, Public-Policy, Labour Welfare Administration, Human Rights, Office Management, Banking and Insurance Administration, Governance and Administration, Terrorism Management etc.

c) **Nature of Prospective Target Group of Learners:**

- ☐ In-service persons
- ☐ Working class people
- ☐ Competitive examination preparing students
- ☐ Married women
- ☐ Military personnel

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Old age persons who could not get the opportunity in student life

d) Appropriateness of Open and Distance Learning Mode:

The emergence of new forms of distance learning based on new information and communication technologies; in particular those supported by the Internet and using the World Wide Web, have significant pedagogical, economic and organizational implications. Furthermore, there is a significant trend towards intensifying globalization. Institutional and inter-governmental co-operation is increasing, and the global classroom has been realized in quite a number of projects, particularly in connection with emerging global communication networks. Lack of infrastructure and professional competence in open and distance learning remain important barriers. Nevertheless, these forms of educational delivery have come to stay, and many countries are looking at open and distance learning as a major strategy for expanding access, raising quality and ensuring cost-effectiveness. The need to extend learning opportunities over the whole life span and the changing demands concerning mass education and the need for new skills represent challenges that are not easily met by conventional structures and institutions. Governments, industry and educational institutions are eager to develop effective applications of new technologies and at the same time meet the needs of learners. However, conventional ways of teaching continue to thrive, and the field shows a great variety of approaches to the implementation of new strategies, with varying success.

e) Instructional Design:

- Programme Duration: 2 Years
- Faculty and Staff Requirement: One Associate Professor, One Assistant Professor

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- Instructional Delivery Mechanism: Through Personal Contact Programme and Online
  - Mode of Instructions: Print and Online

### **Student Support Service System:**

Student support services make up the element of distance education most nearly akin to traditional education. So, these are the main methods of student support service.

- Class teaching at study centers i.e. Personal Contact Programme (PCP);
- Individual tutorials at study centers or other locations;
- Counseling sessions at study centers;
- Correspondence with tutor and counselor;
- Telephone contact with tutor and counselor;
- Computer mediated communication;

This list is by no means exhaustive. But it does serve to illustrate that there is an almost infinite variation in student support systems in distance education. Each student support system represented in any distance teaching system is unique.

#### **f) Admission Procedure: Online Mode**

- Curriculum Transaction & Evaluation: Print and Online
- Laboratory Requirement: NIL

#### **g) Library Resources: Books, Journals (print & on-line), Magazines, E-Library Facility, Computers, printers, software, bookshelf, almirah, human resource.**

#### **h) Cost Estimate of Programme: Rs. 21,48,98,000/- (for all the programmes)**

#### **i) Quality Assurance Mechanism: As per Annexure II of University Grants Commission Notification dated 23.06.2017.**

#### **j) Programme Design & Development Guidelines: As approved by the Statutory body of M.D. University, Rohtak.**

# **Programme Project Report**

**Master of Arts Political Science**

**Directorate of Distance Education**

**Maharshi Dayanand University, Rohtak**

**Programme Co-ordinator**

**Dr. Jagbir S. Narwal**



## An Overview

Political Science is a social science oriented around the study of politics and government. The Political Science in the Directorate of Distance Education at Maharshi Dayanand University is large and active, with full-time faculty working in all aspects of the discipline. We offer Master's degree in Political Science with the subject of Diplomacy and Indian Government and Politics, Western Political Thought, Research Methodology and Public Administration, as well as other course at Master's level in Political Science. We regularly offer a range of courses that cover central issues and questions in the study of politics and government, including courses on the Indian political system (e.g., constitutional rights and liberties, the parties and interests groups, and political behavior); World Politics (e.g., international relations, international law and organizations, American foreign policy); Comparative Politics (the politics and government in the major regions of the world, e.g., Western and Eastern Europe, the Middle East, Latin America, Africa, and Asia); Political Philosophy; and Public Administration.

We prepare our students for their futures, whether in advanced studies or careers, and as citizens. Our alumni go on to study at top graduate and professional schools. Other alumni find careers in business, the Foreign Service, the armed forces, federal, state, and local government, law enforcement, lobbying, and non-profit organizations. Some of our alumni serve in different important positions in abroad. Some of our alumni have successful careers in academic political science, including the president of a university, deans, and department chairs.


Our students study with an expert and engaging faculty, who themselves are involved in a wide range of research projects. Several members of our faculty have received awards for outstanding teaching and in recognition of their scholarly research. Many of our faculty also have experienced working in government and politics, and bring that experience to the classroom. We also encourage our students to take advantage of opportunities to undertake internships and other experiences in applied settings, and to study abroad—which are increasingly important in the global environment. There are opportunities for students to engage in research projects of their own, and funding may be available from college or university programs.

## Programme's Mission and Objectives

1. Students will acquire a working knowledge of the Indian political system. This will include gaining an understanding of the nation's political institutions, political culture, and political ideologies, as well as how public policy is decided upon and implemented.
2. Students will come to understand that there are various types of political systems around the world, and that these may differ from each other with regard to their individual political institutions, political culture, political ideologies, and public policies.
3. Students will learn about the concepts, theories, and data needed to comprehend the interactions of nations that constitute international relations, and the nature of such global institutions as the United Nations, regional alliances, and international law.
4. Students will become aware of the crucial questions raised by classical and contemporary political philosophers, and of some of the solutions proposed by them to answer fundamental questions about the role of politics in human life.
5. Students will come to understand the means of inquiry in the social sciences generally, and in political science in particular. This will include an understanding of how knowledge about politics and government is generated by political scientists working within their discipline.
6. Students will be prepared to take entry level jobs in the public or private sector or to undertake graduate study, whether academic (e.g., master's or doctoral programs in political science) or professional (e.g., law or public administration).


## Nature of prospective Target group of learner

The Undergraduates from an University intending to earn a Master's or PhD degree in the Political Science The objective of the Higher Educational Institution of Excellence Ranking is to fill the existing gap of information sought after by students who are in their final stage of (or just finished) their undergraduate studies and who intend to pursue a master's or PhD degree. Besides general information on the institutions in the ranking, these students will benefit by receiving more in-depth information on a highly selective group of top class Higher Education Institutions (HEIs) in the fields of political science and other social sciences . The information



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is presented separately according to the different disciplines and according to the multi dimensional approach of the HEI. This approach does not show a league table but rather, depending on different indicators, groups of particularly excellent HEIs. The information is divided into the different disciplines and according to the HEI-Ranking

1. Neither an aggregation of individual indicators nor an overall score for an entire HEI, but rather a subject-related presentation of results. No weighed overall score for the research performance of a faculty, but rather a consideration of each indicator separately. No league table or ranks, but rather profiles of excellent HEIs.
  2. The excellent HEIs can benefit on various ways. Firstly, being selected out of approximately 4.500 HEIs in the whole of Europe may be regarded as a highly useful marketing tool. Secondly, the CHE Excellence Ranking informs prospective master's and PhD students and thus can be perceived by the included HEIs as an outstanding opportunity for student recruitment. Finally, the HEIs are able to compare their performance in a broad variety of aspects to that of other European HEIs of similar excellence. This will allow them to identify areas in which they may be able to improve upon their standards.
  3. Organizations such as foundations and other funding institutions are continuously in need of information regarding excellent higher education institutions whose programmes might best serve their grantees. The CHE
  4. Excellence Ranking will provide such information with an awareness of the limitations of certain indicators. Moreover, it will allow the public to have
  5. An inside view into the research abilities and teaching capacities in the surveyed fields of the finest higher education institutions in Europe. Thus, the ranking will help to promote the knowledge society and will also prepare the included fields for the increasing demand for lifelong learning.
- 



## **Facilities and Resources**

We admit the most academically able, and motivated students to our courses and provide them with inspiring teaching that's world class. We're also confident that we offer the best resources and facilities to support their learning.

## **Library Services**

When students need to borrow books and study materials or get research help, the Vivekanand Library is here to serve and support students; faculty, staff and community users.

The Vivekanand Library vigorously and visibly sustains the distinctive mission and vision of M D University. By offering unimpeded access to quality resources, services, and programs, we nurture and challenge users to take responsibility for maximizing their potential as scholars. Supporting a diverse intellectual community, the library staff works together in providing meaningful contributions to the Directorate of Distance Education unique teaching and learning environment through:

- Library and information literacy instruction
- Reference service
- Archives and Special collections
- Standard library cataloging and classification practices
- Copyright compliance
- Collaboration with campus and community constituencies
- Providing public computers and other necessary equipment
- Appropriate staffing, facilities, furnishings, and open hours
- Effective web site presence and content
- Assessment of resources, services, and programs

## **Admission Procedure**

Applicant should complete the online application form and submit the same along with the admission application fee, which is non-refundable.

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## Programme Project Report M.Sc. Mathematics

M.D. University, a temple of education, is one of the most renowned universities of North India. This is a premier institution with overall excellence, wide horizons and deep commitment towards Nation-building. The university has secured 44th ranking in National University Ranking conducted by NRF Ministry of HRD Govt. of India.

The excellence of the University to such heights depends on several pillars in the institution. The Directorate of M.D. University is one of the strongest pillars of the university and plays noteworthy role in the touching of new milestones.

Among the several subjects offered by the Directorate Distance Education for Undergraduate and Postgraduate Degrees, the subject of Mathematics has got high priority opted by the students under distance mode. It is pertinent to mention that Mathematics is now-a-days the most established medium of research in science subjects.

### Relevance:

With the increasing competition among students for the regular courses, M.Sc. Mathematics through Distance mode & other Undergraduate courses offered by the Directorate give a parallel mode of studies to the students in today's cut-throat competition. The Colleges and University Teaching Departments can give admission to only restricted number of students leaving others disappointed and directionless. In such scenario the courses offered by the Directorate for Post Graduate and Under Graduate classes give direction and support to the really aspiring candidates which help them to get better jobs-prospects and better placements both in the private and public sectors. This help as a community services as those from rural areas or poor financial background or serving meager jobs are able to study Mathematics and improve their financial and academic status. Mathematics helps students in competitive and other higher jobs.

The Distance Education courses cater to the needs of a large number of students all over the country. It is worthy to mention that we have huge strength for different courses till this date:

B.A. 1st

B.A. 2nd

B.A. 3rd

M.Sc. Mathematics

M.Sc. Mathematics (Previous)

M.Sc. Mathematics (Final)



The aspiring M.Sc. Mathematics candidates for courses under distance education come from different strata of society. The school-teachers, nurses, army personnel, scientists, businessmen get opportunity to improve their education while fulfilling their responsibilities simultaneously. Female students and house-wives find distance courses in Mathematics quite fruitful as it gives them education without much turbulence at their doorstep. Even mason's or farmer's son can get education through this mode at quite nominal fees & without much hassles.

**Instructional Design:**

The Directorate of Distance courses related to mathematics subject has adequate instructional design catering to all the requirements of the students right from admission to achieving of Degree. Students have to apply online for admission. They can get all the current instructions & notices through M.D.U. website. Not only registration information but all other rectifications can be got done through E-mail at the students ID-address. The syllabi for various UG & PG courses is displayed on the M.D.U. website.

The study material for various courses is got developed by the most efficient faculty members at quite reasonable costs. It is got printed in book form at the university press. Later on it is send to various Regional centers for distribution to the enrolled students who collect it by hand from the centers at the support-services-camps which are held regularly on the scheduled dates& times. All the information is displayed on the students Notice Board and also through Notices on the University-website. The students, if interested, can have personal information telephone from the Enquiry-Desk at Directorate office. The personnel-staff is always ready to help & guide the distance students through Support Service Camps, Counselling Sessions & Doubt Clearing classes which are held regularly at specified dates & times. The Enquiry-Desk at the Directorate is always for guidance & help to the students both at the personal level & telephonically.

**Library Sources-**

The Distance course students can have personal access to the books available in the Departmental library. The students can make personal notes for relevant material. Thus the directorate arranges all kinds of help to the students. Even the poor & needy students can manage easily with the facilities given here.

**Cost Estimate:**

Cost estimate of all the thirteen courses is approximately Rs. 21,48,98,000/- including M.Sc. Mathematics.

**Quality Assurance-** The number of students taking admission per year increase progressively which indicate that the aims, objectives & mission of the Directorate are being fulfilled. The



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qualified faculty, study-material prepared for the complete syllabi, regular sessions of the Counselling and adequate infrastructure together contribute to the effectiveness of the programmes. The quality for the programme will be maintained in accordance with part-III (8) and Annexure-II of University Grants Commission notification dated 23.06.2017.

### **Programme's Mission**

The Directorate of Distance Education give an alternative to the students who cannot get admission in the regular courses due to increasing competition or inaccessibility to such institutions or lack of time or lack of finance. The course offer opportunities to the students for continuing their studies in all circumstances & standing in competition with the regular students in getting jobs & better placement both in public & private sectors.

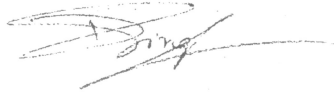
The main mission of the distance courses is to spread education at every door step and to all the needy, poor, and working sections of the nation with minimum financial burden and least hassles.

In such scenario M.D. University gives the aspiring candidates as the best choice since they find the Directorate catering to all their needs from admission to attaining the Degree. Thus converting their dreams into reality.

### **Objectives-**

The main objective of the Directorate is to prepare our students for successful careers in Academics, Army Services, Call-Centers, Research, Competitive Exams, Company Jobs not only within the country but also abroad.

The students get opportunities for higher studies & go for research related to their areas of interest. The students become aware of the society through the research. Students after studying Mathematics understand life in a better and logical way and become better human-being. The logical studying helps them to solve the puzzles easily and to contribute in various directions of research as well.



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**PROGRAMME PROJECT REPORT (PPR)**

**MASTER OF ARTS IN SANSKRIT**

**For**

**Seeking Recognition of UGC, New Delhi**

**Submitted By:-**

**DR. SHREE BHAGWAN**

**Programme Coordinator**

**Deptt. of Sanskrit, Pali & Prakrit (DDE)**

**Submitted To:-**

**The Director**

**Directorate of Distance Education**

**MAHARSHI DAYANAND UNIVERSITY, ROHTAK**

**(A State University established under Haryana Act No. 25 of 1975)**

**(NAAC Accredited 'A' Grade)**

## Programme Project Report (PPR) of Master of Arts in Sanskrit

### (a) Programme's Mission and Objectives:-

#### ❖ MISSION:-

Learn with Passion, Discover with Purpose, Create Lasting Value and Transform Lives. This Mission reflects our efforts to expand student learning, improve faculty research and knowledge as well as become more active stewards in society.

#### ❖ VISION:-

To Serve the Indian and global society by creating and sharing knowledge in an innovative, inclusive, collaborative learning-centered environment.

#### ❖ Objectives:-

Sanskrit is the life line of the spiritual consciousness of India. It is not merely a language. It is the life style of India. Enriched with Indian scriptures, Sanskrit gives the divine message of world peace and prosperity of mankind. The aim and objectives of the Master's Degree in Sanskrit is to impart comprehensive knowledge to the learners about the nature of Sanskrit. It is essential to work towards obtaining a global vision based on good practices, to be carried out by public institutions. Besides this, some other objectives of this course are:-

- Basically this course provides for the basic grounding in the theory and approaches of Sanskrit.
- To enable learners to gain a more detailed knowledge of those aspects of Sanskrit in which they wish to specialize.



- 1258251-2
- To emphasize on the development of critical thinking and research skills which are necessary for understanding the problems of developing countries like India and other part of world.
  - To enable students to integrate theoretical knowledge and practical experience of Sanskrit as a discipline as well as an activity.

**(b) Relevance of the Program with HEI's Mission and Goals:-**

The discipline of Sanskrit has great opportunities in its behavioral as well as theoretical framework. It has gained opportunity in era of liberalization, privatization and globalization as well as in civil societies. The subject of Sanskrit is the leading subject in civil services examinations apart from All India Services, Central Services and State Civil Services. The antiquity of Sanskrit, a classical language of the Indo - European family is unquestionable. Since it is not spoken and understood by most of the people, it can be considered at the most at present a dormant language still containing active elements of vitality seen in the structure, words and literatures of other languages and in prayers to various gods and in religious ceremonies observed even today. With so many invasions and advent of modern science and civilization in India, medium of English, a foreign language, Sanskrit went into disuse.

Sanskrit Language has been the most important medium in lending continuity to Indian civilization. In its heyday it was spoken and used in all regions of India including the Dravidian south. While Tamil has maintained a more or less independent literary tradition, all other languages in India have taken freely from Sanskrit vocabulary and their literature is permeated with the Sanskrit heritage. Sanskrit is perhaps the oldest language in the world to be recorded. The use of

- 121598 -

Sanskrit prose for scientific, technical and philosophical purposes is first exemplified by Patanjali's, a commentary on Katyayana's Vartikas on Panini's grammar. After this time, and during the early centuries of the Christian era, much technical and scientific literature came into being, Aryabhata and Bhaskara wrote on mathematics and astronomy, Charaka and Susruta on medicine, Kautilya on politics and administration.

**(c) Nature of Prospective Target Group of Learners:-**

- Working class people
- In-service persons
- Competitive examination preparing students
- Old age persons who could not get the opportunity in student life
- Military personnel
- Married women

**(d) Appropriateness of Programme to be Conducted in Open and Distance Learning Mode to Acquire Specific Skill and Competence:-**

The emergence of new forms of distance learning based on new information and communication technologies; in particular those supported by the internet and using the World Wide Web, have significant pedagogical, economic and organizational implications. Furthermore, there is a significant trend towards intensifying globalization. Institutional and inter-governmental co-operation is increasing and the global classroom has been realized in quite a number of projects, particularly in connection with emerging global



communication networks. Lack of infrastructure and professional competence in open and distance learning remain important barriers. Nevertheless, these forms of educational delivery have come to stay, and many countries are looking at open and distance learning as a major strategy for expanding access, raising quality and ensuring cost-effectiveness. The need to extend learning opportunities over the whole life span and the changing demands concerning mass education and the need for new skills represent challenges that are not easily met by conventional structures and institutions. Governments, industry and educational institutions are eager to develop effective applications of new technologies and at the same time meet the needs of learners. However, conventional ways of teaching continue to thrive and the field shows a great variety of approaches to the implementation of new strategies, with varying success.

**(e) Instructional Design:-**

- Programme Duration: 2 Years
- Faculty and Staff Requirement: Related to DDE Authority
- Instructional Delivery Mechanism: Through Contact Programme and Online
- Mode of Instructions: Print and Online

**Student Support Service System:**

Student support service make up the element of distance education most nearly akin to traditional education. So, these are the main methods of student support service.

- Class teaching at study centers i.e. Personal Contact Programme (PCP)

- 61- 20
- Counseling sessions at study centers
  - Correspondence with tutor and counselor
  - Individual tutorials at study centers or other locations
  - Computer mediated communication
  - Telephone contact with tutor and counselor

This list is by no means exhaustive. But it does serve to illustrate that there is an almost infinite variation in student support systems in distance education. Each student support system represented in any distance teaching system is unique.

**(f) Procedure for Admission, Curriculum Transaction & Evaluation:-**

- Admission Procedure: Online Mode
- Curriculum Transaction & Evaluation: Print and Online

**(g) Requirement of the Laboratory Support and Library Resources:-**

- Laboratory Requirement: NIL
- Library Resources:- Related to DDE Authority

**(h) Cost estimate of the Programme and the provisions:-** Related to DDE Authority

**(i) Quality Assurance Mechanism and Expected Programme**

**Outcomes:-** Related to DDE Authority

**(j) Programme Design & Development Guidelines:-** Related to DDE Authority

- Detail Syllabi of Programme: Annexure Attached



# MAHARSHI DAYANAND UNIVERSITY ROHTAK

(A State University established under Haryana Act No. XXV of 1975)  
'A' Grade University Accredited by NAAC

62- Appendix - C/5

PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR TO PREPARE COMMON ORDINANCE FOR ALL <sup>regular</sup> ~~CERTIFICATE~~ DIPLOMA/ADVANCED PG DIPLOMA/PG DIPLOMA/~~CERTIFICATE~~ COURSES TO MAINTAIN UNIFORMITY OF ALL THESE ORDINANCE(S) AT PAR WITH EXISTING COMMON ORDINANCES FOR TWO YEAR, THREE YEAR, FOUR YEAR, FIVE YEAR AND SIX YEAR COURSES HELD ON 14.07.2017 at 3.00 PM IN THE O/O THE DEAN ACADEMIC AFFAIRS, M.D.UNIVERSITY, ROHTAK.

The following were present in the meeting:

1. Dean Academic Affairs - Chairman
2. Head, Dept. of Psychology
3. Head, Dept. of English & Foreign languages
4. Head, Dept. of Music
5. Head, Dept. of Physical Education
6. Head, Dept. of Computer Science & Applications
7. Prof. Mehtab Singh Rana, Dept. of Geogrpby
8. Controller of Examination
9. Sh. Sunit Mukherjee Director (Public Relation Office)

The Committee discussed the matter in detail and found that the Common Ordinances for all Diploma/Advanced PG Diploma/PG Diploma/Certificate Courses be prepared at par with the existing Common Ordinances of two year, three year, four year, five year and six year courses. Further, the same Proceeding of the Committee may be got approved from the Vice – Chancellor so that the same may be placed before the Academic Council/Executive Council for consideration and approval.

(A.K. Rajan)

(Novratan Sharma)

(Lovleen Mohan)

(Hukam Chand)

(Bhagat Singh)

(Naseeb Singh Gill)

(Mehtab Singh Rana)

(B.S. Sinlu)

(Sunit Mukherjee)

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**Common Ordinance for One Year (Two semesters) Diploma (including 6 months Certificate course) PG Diploma/Advanced PG Diploma courses (except weekend programme)**

{Unless otherwise specified in any other relevant Ordinance, this Ordinance will be applicable to all courses of 1 year duration}

1. The duration of the course shall be one academic year, divided into two semesters. The examination for the first semester shall ordinarily be held in the months of December/January and for the second in the month of May/June or on such dates as may be notified by the Controller of Examinations. A supplementary examination for 1<sup>st</sup> and 2<sup>nd</sup> semesters shall be held alongwith their regular 1<sup>st</sup> and 2<sup>nd</sup> semester examinations simultaneously after every six months.
2. The examination schedule containing the dates of receipt of examination forms with and without late fee shall be notified by the Controller of Examinations from time to time.
3. A person who has fulfilled the minimum prescribed eligibility conditions as mentioned in the Admission Brochure/Prospectus shall be eligible for admission. The detailed eligibility conditions e.g. percentage of marks in the qualifying examination subject(s) combination etc. shall be notified in the Admission Brochure as approved by the University from time to time.  
The student seeking admission in the Diploma Course wherein Certificate Course is its inherent component as per its Scheme Of Examination shall have exit option for which the University shall award the Certificate. In case, the student continues the course for 1 year, he/she shall be awarded the Diploma.
4. Every candidate shall be examined in the subject(s) as laid down in the syllabus and scheme of examination prescribed by the Academic Council from time to time. The fail/re-appear candidates will also appear in the exam as per syllabus applicable to regular students of that semester.
5. Internal Assessment marks:-
  - (a) 20% Internal Assessment/Sessional marks should be supplied by the Head/Principal of the Department/College/Institute within 30 days of the commencement of the examinations.
  - (b) Thereafter, a penalty/late fee of Rs.100/- per student per subject shall be levied upon the concerned Department/ Colleges/Institute upto 10 days from the expiry of period of 30 days of the commencement of the examinations. This penalty/late fee shall not be charged from the student by the Department/College/Institute.
  - (c) If still, internal assessment/sessional marks are not supplied by the Department/College/Institute, then the result of the candidate(s) shall be declared by proportionating the marks of concerned theory paper in which he/she has been declared as pass. Marks of candidates having re-appear shall not be proportionate in this case.
6. External Awards (Practical Examination):
  - (a) The external awards should be supplied by the Head/Principal of the Department/Colleges/Institute according to the schedule of Practical Examinations
  - (b) Thereafter, late fee of Rs. 25/- per student per paper shall be charged from the Department/College/Institute concerned within 30 days after the practical examinations. This penalty/late fee shall not be charged from the student by the Department/College/Institute.
  - (c) No External Awards shall be entertained by the University if the same are received in the University after 30 days of schedule of Practical Examination and after declaration of results. However, the Controller of Examinations may condone the delay on merit of each case to

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accept such awards, with late fee of Rs.100/- per student per paper from the concerned Department/College/Institute before next examination. This penalty/late fee shall not be charged from the student by the Department/College/Institute

7. The Head of the Department/Principal will preserve the records on the basis of which the internal assessment awards have been prepared for inspection, if needed by the University upto four months from the date of declaration of the semester examination results.
8. The candidate will be allowed to appear in the examination if he/she meets the following requirements:-
  - a) Bears a good character
  - b) Has been on the rolls of the Department/College/institution during the semester.
  - c) Has attended not less than 65% of lectures delivered in theory as well as practical. Relaxation in shortage of lectures upto 20% will be allowed by the Head of the Department/Principal of the College/Institute on the following grounds:
    - (i) Self illness;
    - (ii) Illness/death of parents, brother, sister or any other close family member;
    - (iii) Any other reasons beyond the control of the student to the satisfaction of the Head of the Institution/Department.
9. (i) The medium of instruction shall be Hindi/English/Language concerned.  
 (ii) The question papers will be set in:
  - (a) The language concerned in the case of language courses;
  - (b) In English and/or Hindi in the case of other subjects;
 (iii) The candidates shall write their answer in:
  - (a) The language concerned in the language courses.
  - (b) Hindi or English in the case of other subjects.
10. The minimum percentage of marks to pass the examination in each semester shall be:
  - (i) 40% in each theory paper
  - (ii) 40% in each practical examination or Viva-voce/Project/Training Report/Dissertation wherever prescribed.
  - (iii) 40% in the aggregate of each theory paper and internal assessment (and practical where practical is a component of theory paper).
11. The examination fee to be paid by the candidate for each semester shall be prescribed by the University from time to time.
12. (i) A candidate who fails to pass or having been eligible, fails to appear in any semester examination will be allowed to clear the re-appear(s) within a period of four years. While re-appearing to pass a semester examination, the candidate will be exempted from re-appearing in the papers/practicals in which he/she has secured 40% pass marks.  
 (ii) Students in the next/higher semester will be promoted automatically. However, this clause is subject to fulfillment of clause 7 of this Ordinance.
13. After passing each semester examination, a candidate will be allowed to appear for improvement of result in one or more theory papers only once within the period prescribed in Clause-12(i). Only improved marks (higher score) will be taken into account. The candidate will have to appear according to the current syllabus.
14. The internal assessment awards as well as viva-voce awards of a candidate who fails in any semester examination shall be carried forward to the next examination.
15. Soon after the termination of the examination, the Controller of Examinations shall declare the result as early as possible.

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16. The list of successful candidates after the second semester examination shall be arranged as under in three divisions on the basis of the aggregate marks obtained in the 1<sup>st</sup> and 2<sup>nd</sup> semester examinations taken together, and the division obtained by the candidate will be mentioned in his/her certificate/Diploma as the case may be:-

(a) Those who obtains 60% or more marks

First Division

(b) Those who obtains 50% or more marks but less than 60% marks.

Second Division

(c) Those who obtains less than 50% marks

Third Division

If a candidate secures 75% or more marks in a course in first attempt, he/she will be awarded 1<sup>st</sup> Class Certificate/Diploma as the case may be with Distinction.

**Note:** For awarding Certificate to students admitted in Certificate courses, marks obtained in the 1<sup>st</sup> semester shall only be counted as in the Diploma Course wherein Certificate Course is its inherent component as per its Scheme Of Examination.

17. The grace marks will be allowed as per University rules.

18. The Training Report/Field Report/Project Report etc. wherever prescribed in the syllabus/scheme of examination and required to be submitted to the University must reach in the concerned office within 20 days after the commencement of the theory examinations.



## MAHARSHI DAYANAND UNIVERSITY, ROHTAK

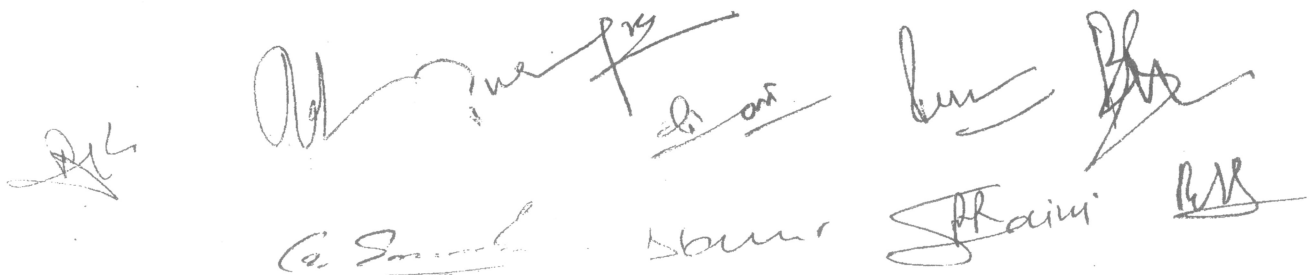
### MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR HELD ON 22.08.2017 AND 24.08.2017 AT 4.00 P.M. IN THE OFFICE OF DEAN ACADEMIC AFFAIRS WITH REGARD TO PROSPECTUS FOR ADMISSION TO PH.D. PROGRAMME AND AWARD OF URS FOR THE SESSION 2017-18 AND ADMISSION TO M.PHIL PROGRAMME.

Members present:

- |  |          |
|--|----------|
| 1. Dr.Ajay K. Rajan, Dean Academic Affairs                 | Chairman |
| 2. Dr.Surender Kumar, Dean, Faculty of Humanities          |          |
| 3. Dr.(Mrs.) Pushpa Dahiya, Dean, Faculty of Life Sciences |          |
| 4. Dr.R.R.Saini, Dean, Faculty of Commerce                 |          |
| 5. Dr.Bhagat Singh, Dean, Faculty of Education             |          |
| 6. Dr.Raj Kumar, DSW                                       |          |
| 7. Dr.Gulshan Taneja, Director IQAC                        |          |
| 8. Dr.B.S.Sindhu, Controller of Exams.                     |          |
| 9. Dr.G.P.Saroha, Director, UCC                            |          |
| 10. Dr. Rahul Rishi, Director UIR                          |          |

The Committee after detailed discussion unanimously resolved as under:-

1. The admission schedule for M.Phil and Ph.D will be same for the Session 2017-18. The last date for admission to M.Phil Programme may be extended to 18.9.2017.
2. The Common Committee is proposed for the award of URS and the admission to Ph.D. programme. Thus, the common committee will consist of the following:
  - i) Head of the concerned department
  - ii) Two Professors, One Associate Professor and one Assistant Professor by seniority and by rotation.
3. The change in criteria for preparing merit list for Ph.D Programme/URS and for M.Phil Programme is proposed as follows:



Dr. Surender Kumar      Dr. Bhagat Singh      Dr. Raj Kumar      Dr. Gulshan Taneja  
 Dr. B.S. Sindhu      Dr. G.P. Saroha      Dr. Rahul Rishi      Dr. Ajay K. Rajan

For Admission to Ph.D. Programme and Award of URS

Existing	Proposed
<p>(i)     xxx   xxx</p> <p>(ii)    xxx   xxx</p> <p>(iii) 30% marks in the entrance test.</p> <p>OR</p> <p>Weightage of 20 marks to those candidates who have qualified for JRF.</p> <p>OR</p> <p>Weightage of 15 marks to those candidates who have passed NET/GATE/GPAT/SLET (Haryana State Only)/M.Phil/Pre.Ph.D examination/Ph.D Course work of M.D.University, Rohtak.</p> <p>OR</p> <p>Weightage of 3 marks for each cumulative year of <sup>teaching</sup> leading experience as full time Assistant Professor in University/College after become eligible for the same subject to maximum of 15 marks.</p> <p>(iv)    Xxx    xxx</p> <p>(v) Weightage of 3 marks for each cumulative year (maximum weightage of 6 marks) to the Project Fellows working in various projects funded by the UGC and other Government agencies and the University teachers working on regular basis.</p> <p>(vi) xxx    xxx</p>	<p>(i)     xxx    xxx</p> <p>(ii)    xxx    xxx</p> <p>(iii) 40% marks in the entrance test.</p> <p>OR</p> <p>Weightage of 25 marks to those candidates who have qualified for JRF.</p> <p>OR</p> <p>Weightage of 20 marks to those candidates who have passed NET/GATE/GPAT/SLET (Haryana State Only)/M.Phil/Pre.Ph.D examination/Ph.D Course work of M.D.University, Rohtak.</p> <p>OR</p> <p>Weightage of 3 marks for each cumulative year of <sup>teaching</sup> leading experience as full time Assistant Professor in University/College after become eligible for the same subject to maximum of 20 marks.</p> <p>(iv) xxx    xxx</p> <p>(v) Weightage of 2.5 marks for each cumulative year (maximum weightage of 5 marks) to the Project Fellows working in various projects funded by the UGC and other Government agencies and the University teachers working on regular basis.</p> <p>(vi) xx    xxx</p>



**For Admission to M.Phil Programme**

Existing	Proposed
<p>(i)     xxx xxx</p> <p>(ii)    xxx xxx</p>	<p>(i)     xxx    xxx</p> <p>(ii)    xxx    xxx</p>
<p>(iii) 30% marks in the entrance test.</p> <p align="center">OR</p> <p>Weightage of 20 marks to those candidates who have qualified for JRF.</p> <p align="center">OR</p> <p>Weightage of 15 marks to those candidates who have passed NET/GATE/GPAT/SLET (Haryana State Only)/M.Phil/Pre.Ph.D examination/Ph.D Course work of M.D.University, Rohtak.</p> <p align="center">OR</p> <p>Weightage of 3 marks for each cumulative year of <sup>teaching</sup> leading experience as full time Assistant Professor in University/College after become eligible for the same subject to maximum of 15 marks.</p> <p>(iv) xxx     xxx    xxx</p> <p>(v) Weightage of 3 marks for each cumulative year (maximum weightage of 6 marks) to the Project Fellows working in various projects funded by the UGC and other Government agencies and the University teachers working on regular basis.</p> <p>(vi) 10 marks for interview</p>	<p>(iii) 50% marks in the entrance test.</p> <p align="center">OR</p> <p>Weightage of 30 marks to those candidates who have qualified for JRF.</p> <p align="center">OR</p> <p>Weightage of 25 marks to those candidates who have passed NET/GATE/GPAT/SLET (Haryana State Only)/M.Phil/Pre.Ph.D examination/Ph.D Course work of M.D.University, Rohtak.</p> <p align="center">OR</p> <p>Weightage of 3 marks for each cumulative year of <sup>teaching</sup> experience as full time Assistant Professor in University/College after become eligible for the same subject to maximum of 25 marks.</p> <p>(iv) xxx    xxx     xxx</p> <p>(v) Weightage of 2.5 marks for each cumulative year (maximum weightage of 5 marks) to the Project Fellows working in various projects funded by the UGC and other Government agencies and the University teachers working on regular basis.</p> <p>(vi)   deleted</p>

4.
  - i) The word OBC, wherever appears in the Prospectus, be replaced with BC.
  - ii) The second para of (d) under the heading "For Ph.D. Programme" in Chapter 4 of last year's Ph.D. Prospectus i.e. "A person who is pursuing his/her M.Phil from MDU, Rohtak and whose M.Phil dissertation has been evaluated and the viva-voce is pending may also be considered for admission to Ph.D. programme" be deleted.
5. The Committee proposed the draft prospectus for the Ph.D and URS programme for the session 2017-18 after making necessary changes.
6. Corrigendum be issued in the leading Newspapers and on the University website mentioning the syllabi, the admission schedule and criteria of preparing merit list for admission to M.Phil Programme for the Session 2017-18 as proposed in the above resolutions.
7. The following amendments in the Ph.D./URS/M.Phil ordinances need to be made as proposed in the above recommendations of the committee:
  - i) In Clause 1 of existing M.Phil ordinance, the sentences "The examination shall ordinarily be held in the month of May for 1<sup>st</sup> semester and December for 2<sup>nd</sup> Semester on the dates fixed by the University. A supplementary examination for 1<sup>st</sup> & 2<sup>nd</sup> semesters for re-appear and improvement categories will be held along with next regular students in the months of December as well as May for both Semesters as the case may be" be replaced with "The examination shall ordinarily be held in the month of January for 1<sup>st</sup> semester and June for 2<sup>nd</sup> Semester on the dates fixed by the University. A supplementary examination for 1<sup>st</sup> & 2<sup>nd</sup> semesters for re-appear and improvement categories will be held along with next regular students in the months of January as well as June for both Semesters as the case may be"
  - ii) In Clause 5.1 of Ph.D. ordinance, the month October/November be replaced with August/September.
  - iii) The change in the committee for award of URS be made in the URS ordinance as proposed in the resolution 2 above.
  - iv) The change in the criteria for preparing merit list as proposed in the resolution 3 above be made in the ordinances for Ph.D, URS and M.Phil.
  - v) The second para of Clause 3 (d) of Ph.D. ordinance be deleted as proposed in resolution 5 (ii) above.

*[Handwritten signatures and initials at the bottom of the page]*

vi) The amendment in Clause 7.3 of Ph.D. ordinance is proposed by incorporating the following as Clause 7.3 (c):

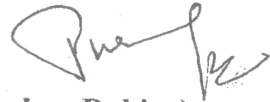
If a candidate whose M.Phil dissertation is not completed but otherwise cleared all papers of M.Phil gets admission in Ph.D. programme, he/she will have to do Ph.D. Course work. However, such candidate may leave the Ph.D. course work in between if his/her M/Phil is completed before appearing in the examination of Ph.D. Course work.



(Ajay K. Rajan)



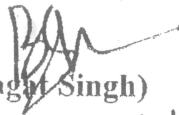
(Surender Kumar)



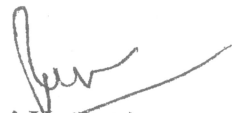
(Pushpa Dahiya)



(Ram Rattan Saini)



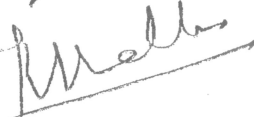
(Bhaght Singh)



(Raj Kumar)



(Gulshan Taneja)



(B.S. Sindhu)



(G.P. Saroha)



(RAHUL RISHI)

**Approval of Budget and Minutes of Campus Sports Committee  
for the session 2017-18.**

A meeting of the Campus Sports Committee was held on 04.08.17 in the office of Dean Students' Welfare and the committee allocated the expenditure to be incurred on various sports activities during the session 2017-2018 out of A/Fund. This amount is to be incurred out of A/Fund which is operated by the D.S.W. Rs.6,85,000/- has been allotted to Sports of UTD activities by the Dean Students' Welfare. The Campus Sports Committee divided the same amount in various sub-heads of Sports Activities in the minutes of the Committee.

The Vice-Chancellor may be requested to kindly approve the budget and minutes of the Campus Sports Committee at F/A.

Submitted for approval, please.

D.S.W. - 2026

Dr - 11-8-2017

*Jagdish*  
Secretary

Campus Sports Committee

D.S.W.

for kind approval, pls.

V.C.

As proposed

*[Signature]*

11/8/17

*[Signature]*  
11/8

*[Signature]*

Dy W / Yoga Teacher *[Signature]*  
17/8/17

vc/3630  
11/08/17

### Expenditure for the session 2017-18

## Out of A-Fund for U.T.D, Campus Sports Committee

Sr.No.	Name of Activity	Approved Exp.2016-17	Actual Exp. 2016-17	Proposed Budget 2017-18
1.	Entry/Trial Fee	15,000.00	12,560.00	35,000.00 *
2.	Dress/Uniforms to the players/Purchase of Sports material	2,75,000.00	92,313.00	2,75,000.00 ✓
3.	Umpiring/officiating charges	30,000.00	23,126.00	30,000.00
4.	Local Conveyance, Refreshment , TA/DA to players & employees for participating/org. of Tournament @ Rs.40/- for 5 days Refreshment for Inter College org. of Tournaments	1,25,000.00	76,322.00	1,25,000.00
5.	Prizes for Inter- Univ./National/Inter-National/Inter-College position holders. Org. of Annual Sports function	90,000.00	2,04,384.00*	2,00,000.00
6.	Unforeseen/Misc./Photography	15.000.00	3850.00	20.000.00

<b>Total:</b>	<b>5, 50,000.</b>	<b>4,12,555.00</b>	<b>6,85,000.00</b>
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1. Trial fees has been enhanced from Rs. 80/- per player to Rs. 200/- per player.
2. Cash prize has been increased from Rs. 90,000/- to 2,00,000/-

Jayanth  
Secy. Campus Sports  
Committee.

MAHARSHI DAYANAND UNIVERSITY ROHTAK  
STUDENT'S WELFARE OFFICE

MINUTES OF THE MEETING OF THE CAMPUS SPORTS COMMITTEE HELD ON  
04.08.2017 AT 12.30 P.M. IN THE OFFICE OF DEAN STUDENTS' WELFARE,  
M.D.UNIVERSITY, ROHTAK

PRESENT :-

1. Dean Students' Welfare	-	President
2. Dr. Suresh Malik, Proctor	-	Member
3. Chief Warden (Boys)	-	Member
4. Prof. A.S.Mann Deptt.of Physics	-	Member
5. Prof.Shalini Deptt.of Psychology	-	Member
6. Dr. Renu Nandal, Deptt.of U.I.E.T.	-	Member
7. Dr.Tejal Singh Deptt.of Phy.Edu.	-	Member
8. Director Youth Welfare	-	Member
9. Dr.(Mrs.)Jagwanti Deswal,	-	Secretary

The following decision were taken during the course of meeting :-

3. Resolved that the budget estimate of Rs.6,85,000/- may be approved for the UTD Sports Activities for the session 2017-18 out of A/Fund.
4. Resolved and approved the schedule of the Inter-College Tournament for the session 2017-18.
3. Resolved and approved the rates of sports kit to be given to various teams for participation in University tournament, unless a specific dress is required for the games per player, for all the teams /individual games for the session 2017- 2018 . However, a student participating in various games is entitled for one dress only.
4. Resolved that quotations be invited from all the different local firms for the purchase of sports equipments / sports dresses for the session 2017-18. If purchase amount in less than one lakh.
- 5 Resolved that the Purchase Committee and Write off Committee for the sessions 2017-18 and 2018-19 will be as under :-

*Renu Nandal* *Shalini* *Jagwanti*

-74- 277

### Write off Committee

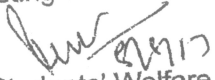
1. Prof. Rajinder Chhillar
2. Director Youth Welfare
3. Prof. Kultaj Singh
4. Dr. Tejpal Singh
5. Dr. Jagwanti Deswal

### Purchase Committee

1. Prof. Rajesh Dhankar
2. Prof. Radhe Shyam
3. Prof. Kultaj Singh
4. Dr. Tejpal Singh
5. Dr. Jagwanti Deswal

6. Keeping in view the rising cost of refreshment items it is strongly felt that the refreshment allowance be raised from Rs. 40 to Rs. 80/- per day for local tournament and from Rs. 120/- to Rs. 180/- for out station tournament.

The meeting ended with a vote of thanks to the chair.

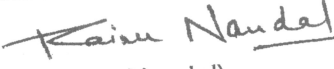
  
(Dean Students' Welfare)

  
(Proctor)

  
(Chief Warden Boys)

  
(Prof. A.S. Mann)

  
(Prof. Shalini)

  
(Dr. Renu Nandal)

  
(Dr. Jagbir Rathee)

  
(Dr. Tejpal Singh)

  
(Dr. Jagwanti Deswal)

-75-600

M.D. University, Rohtak

**Minutes of the Meeting of Campus Sports Committee held on 15.5.2017 at 1.00 p.m.  
in the office D.S.W. MDU. Rohtak**

The following members were present:-

- |   |   |           |
|---|---|-----------|
| 1. Dean Students' Welfare               | - | President |
| 2. Proctor, M.D.U., Rohtak.             | - | Member    |
| 3. Director of Sports, MDU, Rohtak      | - | Member    |
| 4. Chief Warden (Boys), MDU, Rohtak     | - | Member    |
| 5. Prof. Kuldeep Chhikara Commerce      | - | Member    |
| 6. Prof. Kultaj Singh Phy. Edu          | - | Member    |
| 7. Director Youth Welfare               | - | Member    |
| 8. Sr. Medical Officer, MDU, Rohtak     | - | Member    |
| 9. Dr. Divya Malhan I.M.S.A.R           | - | Member    |
| 10. Dr. Tejpal Singh A.D.P.E. Phy. Edu. | - | Member    |
| 11. Prof. Ranbir Gulia                  | - | Member    |
| 12. Dr. (Mrs.) Jagwanti Deswal          | - | Secretary |

The committee decided the followings:-

1. The committee decided to disburse Rs. 97,300/- out of University stipend to the sport persons which are 39 in numbers who has achieved positions in various games to be awarded Rs. 4100/- to first position, Rs. 3500/- to second position, Rs. 3100/- to third position and all other 20 participants be awarded with Rs. 1100/- each in AIU/ National games.
2. Cash prize be given to the UTD students who have achieved positions in inter college tournament numbering 143 such applicants who have participated and achieved positions. The committee decided that out of remaining allocated budget for the sports activities as a part of A/Fund be given cash prizes on the following rates:
  - a) First position = Rs. 1100/-
  - b) Second position = Rs. 900/-
  - c) Third position = Rs. 700/-
3. The balance available with the allocated sports fund be utilize to organized prize distribution function of the sports department of UTD which will be organized on International Yoga Day i.e. 21-06-2017 in the Tagore Auditorium at 6.00 a.m. Refreshment as per Youth Welfare Fund will be served to all the sports persons and guests @ Rs. 50/- per head.
4. Keeping in view the strength of the students and nnumber of sports events the committee recommends to enhance the budget of Sports Stipend from Rs. 1,00,000/- to Rs. 2,00,000/- from the next session.
5. A utility item worth Rs. 500/- may be awarded as a token of thaks to the committee members and officials of DSW Office.



Sr. No.	Name of the Students	Class /Roll No	Position	Amount
1.	Aditya Nandal	MBA 2.1 / 468	Koffball A.I.I.U. 1 <sup>st</sup> , 4 <sup>th</sup> IKF Asia Korfball Championship Participation	Rs. 4100/-
2.	Kamal	B.Ped (P) / 624	Koffball A.I.I.U. 1 <sup>st</sup>	Rs. 4100/-
3.	Pankaj	M.Ped (F) / 228	Koffball A.I.I.U. 1 <sup>st</sup>	Rs. 4100/-
4.	Sumit	B.Ped (P) / 636	Baseball Sr. National 1 <sup>st</sup>	Rs. 4100/-
5.	Urvashi	M.A.(F) Psy / 1558	Cricket A.I.I.U. 1 <sup>st</sup> , N.Z.I.U 1 <sup>st</sup>	Rs. 4100/-
6.	Pooja Sharma	M.Phil (Phy.Edu) / 514	Cricket A.I.I.U. 1 <sup>st</sup> , N.Z.I.U 1 <sup>st</sup>	Rs. 4100/-
7.	Sunil	M.Ped (F) / 235	Hockey 5s(M) A.I.I.U. 1 <sup>st</sup> , Hockey N.Z.I.U Participation	Rs. 4100/-
8.	Deepak	B.Ped (P) / 614	Hockey 5s(M) A.I.I.U. 1 <sup>st</sup> , Hockey N.Z.I.U Participation	Rs. 4100/-
9.	Rambir	M.A.(P) Music / 519	American Football A.I.I.U. 1 <sup>st</sup>	Rs. 4100/-
10.	Randeep	B.Tech 4 <sup>th</sup> / 12076	American Football A.I.I.U. 1 <sup>st</sup>	Rs. 4100/-
11.	Pardeep kumar	B.Tech (F) / 12131	American Football A.I.I.U. 1 <sup>st</sup>	Rs. 4100/-
12.	Hardik Dhull	B.Tech (F) / 12136	American Football A.I.I.U. 1 <sup>st</sup> , Taekwondo A.I.I.U.Participation	Rs. 4100/-
13.	Vishvender	MBA 2.1 / 469	American Football A.I.I.U. 1 <sup>st</sup>	Rs. 4100/-
14.	Sandeep	M.Ped (F) / 243	American Football A.I.I.U. 1 <sup>st</sup>	Rs. 4100/-
15.	Parul	M.Ped (F) / 222	American Football A.I.I.U. 1 <sup>st</sup>	Rs. 4100/-
16.	Mohit Gulia	Spanish Leg. / 2207	American Football A.I.I.U. 1 <sup>st</sup>	Rs. 4100/-
17.	Sachin	M.Ped (F) / 225	Discus Throw A.I.I.U. 2 <sup>nd</sup>	Rs. 3500/-
18.	Aditya Partap Singh	MBA5.2 / 221	Archery A.I.I.U. 3 <sup>rd</sup>	Rs. 3100/-
19.	Suraj Dahiya	B.Ped (P) / 633	Chess A.I.I.U. 4 <sup>th</sup> , N.Z.I.U 3 <sup>rd</sup>	Rs. 3100/-
20.	Pratik Dhankhar	B.Ped (P) / 615	Softball A.I.I.U. Participation	Rs. 1100/-
21.	Priksht	Law 5.5 / 1283	Swimming & Water-Polo A.I.I.U.Participation	Rs. 1100/-
22.	Mandeep	B.Ped (F) / 130	Swimming & Water-Polo A.I.I.U.Participation	Rs. 1100/-
23.	Ashish Singh	M.Ped (F) / 209	Boxing A.I.I.U.Participation	Rs. 1100/-
24.	Sopal	B.Ped (P) / 607	Boxing A.I.I.U.Participation, Inter-College 1 <sup>st</sup>	Rs. 1100/-
25.	Rajeev	B.Ped (F) / 126	Ball-Badminton A.I.I.U.Participation	Rs. 1100/-
26.	Amir	B.Ped (P) / 641	Ball-Badminton A.I.I.U.Participation	Rs. 1100/-
27.	Jitin	B.Ped (F) / 112	Ball-Badminton A.I.I.U.Participation	Rs. 1100/-
28.	Neveer	B.Ped (F) / 121	Ball-Badminton A.I.I.U.Participation	Rs. 1100/-

33.	Sachin kumar	B.Ped (F) / 146	Fencing A.I.I.U.Participation	Rs. 1100/-
34.	Manisha	B.Ped (F) /101	Football A.I.I.U.Participation	Rs. 1100/-
35.	Sudha	B.Ped (P) /601	Gymnastics A.I.I.U.Participation	Rs. 1100/-
36.	Anjali	M.Com (F) /1169	Gymnastics A.I.I.U.Participation	Rs. 1100/-
37.	Neeraj	M.Ped (P) /712	Hockey N.Z.I.U. Participation	Rs. 1100/-
38.	Parvesh	B.Ped (P) /620	Hockey N.Z.I.U. Participation	Rs. 1100/-
39.	Ajay Hooda	B.Ped (F) /111	Basketball N.Z.I.U. Participation	Rs. 1100/-

Dean Students' Welfare

Proctor

Director Sports

Chief Warden (Boys)

Prof. Kuldeep Chhikara

Prof. Kultaj

Dr. Divya Malhan

Director Youth Welfare

Sr. Medical Officer

Dr. Tejpal

Prof. Ranbir Gulia

Dr. Jagwanti Deswal

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Appendix-c/8

OFFICE OF THE SECRETARY TO GOVERNOR, HARYANA

Tel. : 0172-2740581, 2740583  
Fax : 0172-2740557

No. HRB-UA-29(2)-02/

RAJ BHAWAN  
CHANDIGARH

Dated 03 Oct., 2017  
Nov

Registered

To

✓ The Vice-Chancellor,  
Maharshi Dayanand University,  
Rohtak, Haryana.

Subject:-

Chancellor's assent for amendment to the Statutes of the University.

Sir,

Kindly refer to your office letter No.AC-VI/16/6557, 10079, 15448 and 16477, dated 22.4.2016, 17.6.2016, 20.7.2016 and 3.8.2016 respectively, on the subject cited above.

2. This is to inform you, that Hon'ble Governor-Chancellor has accorded his assent on 4.10.2017 to the following matters, as requested by your office vide letters under reference:-

- ✓ 1. To change the nomenclature of the posts of Provost (Boys and Girls) to that of Chief Warden (Boys and Girls) as resolved by Executive Council vide Resolution No.8 in its meeting held on 29.3.2016.
- ✓ 2. To amend the Statute - 13 'Academic Council and its Constitution' for having representation of students in the Academic Council by addition point (ix) to this Statute, as resolved by Executive Council vide Resolution No.42 in its meeting held on 29.6.2016.
3. To amend the Statute-38 'Condition of admission of Colleges/Institutes to the Privileges of the University for grant of affiliation and the withdrawal of such Privileges for affiliation, as resolved by Executive Council vide Resolution No.73 in its meeting held on 29.6.2016.

Regards,

(Dr. Satish Kumar)

Under Secretary,

for Secretary to Governor, Haryana.

Endst. No.HRB-UA-29(2)-02/

Dated Chandigarh the Oct., 2017

A copy each is forwarded to the Principal Secretary to Govt. Haryana, Higher Education Department, Chandigarh, for information.

(Dr. Satish Kumar)

Under Secretary,

for Secretary to Governor, Haryana.

OFFICE OF THE SECRETARY TO GOVERNOR, HARYANA

Tel. : 0172-2740581, 2740583  
Fax : 0172-2740557

No. HRB-UA-29(2)-02/

RAJ BHAWAN  
CHANDIGARH

Dated 22 Nov., 2017

VC/3285  
27/11/17

AC-3539  
28/11/17

Ro-1793  
27/11/17

9498

Registered Post

To

The Vice-Chancellor,  
Maharshi Dayanand University,  
Rohtak, Haryana.

AC-VI Ck  
28/11/17

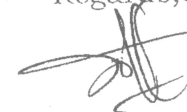
Subject:- Assent to the amendment to Statutes-13.

Sir,

Kindly refer to your office letter No.AC-VI/2017/F-3/V-71/23168, dated 22.9.2017, on the subject cited above.

2. This is to inform you that Hon'ble Governor-Chancellor has accorded his assent on 20.11.2017 to the amendment in Statute-13 "Academic Council and its constitution" of Maharshi Dayanand University Act, 1975 by adding Clause (ii)a., as resolved by the Executive Council vide Resolution No.16 in its meeting held on 13.9.2017.

Regards,



(Dr. Satish Kumar)  
Under Secretary,  
for Secretary to Governor, Haryana

Min 27/11/17  
Regd.  
AR/Amas  
27/11/17  
OSD to VC

- 80 -

Res. No. 8 of E.C. dt. 29/3/2016

**Change of nomenclature of the posts of Provost (Boys & Girls) to that of Chief Wardens (Boys & Girls)**

Considered the proposal for changing the Nomenclature of the posts of Provost (Boys & Girls) to that of Chief Wardens (Boys & Girls).

**RESOLVED THAT THE PROPOSAL AS ABOVE BE APPROVED AND THAT ASSENT OF THE HON'BLE CHANCELLOR BE OBTAINED.**

**[ACTION BY INCHARGE (ESTT.-NT)]**

- 81 -

Reso. No. 42 of E.C dt 29/6/2016

#### 42. Amendment to Statute-13 'Academic Council and its Constitution'

Considered the recommendations of the Academic Council made vide Reso. No. 10 of its meeting held on 18.04.2016 that Statute-13 'Academic Council and its Constitution' be amended as under in view of the decision of the Academic Council taken vide Resolution No. 70 (i) of its meeting held on 17.07.2015:

Existing	Proposed
<p>13. Academic Council shall consist of the following persons, namely:</p> <p>(a) Ex-officio members-</p> <p style="padding-left: 40px;">xx                  xx                  xx</p> <p>(b) Other members</p> <p style="padding-left: 40px;">(i) xx                  xx                  xx</p> <p style="padding-left: 80px;">xx                  xx                  xx</p> <p>(viii) President, M.D. University Students' Union and two Presidents to be elected from amongst themselves by the Presidents of the students Union in the Colleges, (out of the two Presidents, one shall be a girl) for the period from the date of election till new elections are held during their period of incumbency provided the students' representatives remain on rolls of the institution concerned.</p> <p>Provided that the members coming under this clause shall not participate in the meeting at the time the Academic Council considers the appointment of examiners.</p>	<p>13. Academic Council shall consist of the following persons, namely:</p> <p>(a) Ex-officio members-</p> <p style="padding-left: 40px;">xx                  xx                  xx</p> <p>(b) Other members</p> <p style="padding-left: 40px;">(i) xx                  xx                  xx</p> <p style="padding-left: 80px;">xx                  xx                  xx</p> <p style="text-align: center;">No Change</p> <p>(ix) Five students nominated by the Vice-Chancellor for a term of one year as under:</p> <p>(a) one student who obtains the highest percentage of marks in the immediately preceding examination i.e. in M.A. (Previous) examination in the faculty of social sciences.</p> <p>(b) one student who obtains the highest percentage of marks in</p>

	<p>the immediately preceding examination i.e. in LL.M. (Previous).</p> <p>(c) one student who obtains the highest percentage of marks in the immediately preceding examination i.e. in the M.Com. (Previous), M.B.A. (Previous) and Master in Textiles (Previous) examinations in the faculties of commerce, management sciences and engineering and technology.</p> <p>(d) one student who obtains the highest percentage of marks in the immediately preceding examination i.e. in M.A./ M.Ed. (Previous) in the faculties of humanities and education.</p> <p>(e) one student who obtains the highest percentage of marks in the immediately preceding examination i.e. in the M.Sc. (Previous) examination in the faculties of physical sciences and life sciences.</p>
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RESOLVED THAT THE RECOMMENDATIONS OF THE ACADEMIC COUNCIL AS ABOVE BE APPROVED.

RESOLVED FURTHER THAT IN CASE OF STUDENTS' ELECTIONS ARE HELD THEN THIS PROVISION SHALL BE DEFUNCT.

[ACTION BY INCHARGE(ACAD.)]

Reso. No. 73 of E.C. dt. 29/6/2016

**73. Amendment in Statue-38 and prescription of new ordinance relating to the procedure for grant of affiliation etc.**

Considered the recommendations of the Academic Council made vide Reso. No.66 of its meeting held on 18.04.2016, based on the recommendations of the Committee constituted by the Vice-Chancellor that Statue-38 "Condition of admission to Colleges/ Institution to the privileges of the University and withdrawal of such privileges be amended as under and also to prescribe new ordinance relating to the procedure for grant of affiliation etc. (Annexure A/99 pages 324-340, already circulated). The cost of application form which shall be available in a printed booklet be fixed Rs.5000/-:

EXISTING	PROPOSED
<p><b>STATUTE-38: Condition of admission of Colleges/Institutes to the Privileges of the University for grant of affiliation and the withdrawal of such Privileges for affiliation:</b></p> <p>1. (a) The University shall establish and maintain and recognize for admission to its privileges such colleges as may be decided upon by the Executive Council from time to time.</p> <p>(b) The Colleges shall be of two types namely University maintained colleges and Recognized colleges.</p> <p>(c) The Maharshi Dayanand University shall exercise its powers over colleges or institutions of general education, technology, engineering and management education in the districts of Rohtak, Jhajjar, Mohindergarh, Gurgaon, Faridabad, Palwal, Sonipat, Rewari, Mewat including Post Graduate Regional Centre, Rewari and the various courses being run in the campus of the University.</p> <p align="center">xx                      xx                      xx</p> <p>(2) An application for grant of recognition shall be made by the Director of Higher Education, Haryana in the case of a Govt. college and by the chairman or any other authority appointed for the purpose</p>	<p><b>STATUTE-38: Condition of admission of Colleges/Institutes to the Privileges of the University for grant of affiliation and the withdrawal of such Privileges for affiliation:</b></p> <p>1. (a) The University shall establish, maintain and grant affiliation to the colleges/institutes established/ proposed to be established within its jurisdiction subject to such conditions, if any, as may be decided upon by the Executive Council from time to time.</p> <p>(b) The Colleges shall be of two types namely University maintained colleges and affiliated colleges.</p> <p>(c) The Maharshi Dayanand University shall exercise its powers over colleges/ institutions of general education, technology, engineering and management education in the districts of Rohtak, Jhajjar, Mohindergarh, Gurgaon, Faridabad, Palwal, Sonipat, Rewari, Mewat (except Distt. Sonipat in case of Technology, Engineering and Management Colleges) and the various courses being run in the campus of the University and/or such other jurisdiction as may be notified by the State Government from time to time.</p> <p align="center">xx                      xx                      xx</p> <p>(2) An application for grant of affiliation shall be made by the concerned Department of the State Govt. or the officer authorized on its behalf in the case of a Govt. college</p>



<p>by the governing body of the college in the case of non-govt. college.</p>	<p>and by the chairman or any other person authorized by a Society registered under the Societies Registration Act or a Public Trust constituted under any law for the time being in force in the case of non-govt. college.</p>
<p>The last date by which such an application should reach the Registrar of the University shall be August 31, of the year preceding the one in which it is proposed to start the College. Application for permission to start additional courses shall be made by the principal of the college and must reach the Registrar by Sept. 30 of the year preceding one in which it is proposed to start additional courses in case of science subjects and by Oct. 31 in case of arts subjects alongwith the required amount of endowment fund and fee of Rs.1000/- for each course/subject.</p>	<p>The last date by which such an application should reach the Registrar of the University shall be as provided in the schedule-I given in the ordinance relating to the procedure for grant of affiliation subject to the grant of NOC by the State Government and approved/ recognition by the concerned Apex regulatory Body an application for seeking permission to start additional courses, shall be made by the Principal of the College or the concerned Department of the State Government, alongwith prescribed processing fee for each course/ subject, and must reach the Registrar, complete in all respects, by the date given in Schedule-I."</p>
<p>(3) A college applying for recognition shall send a letter of application to the Registrar and shall satisfy the Academic Council/Executive Council.</p>	<p>(3) A college applying for affiliation shall send an application to the Registrar and shall satisfy the Academic Council/ Executive Council;</p>
<p>xx                      xx                      xx</p>	<p>xx                      xx                      xx</p>
<p>(g) That financial resources of the college are such as to make the provision for its continued maintenance that the required amount of endowment fund has been deposited with the Directorate of Higher Education.</p>	<p>(g) That financial resources of the college are such as to make the provision for its continued maintenance that the required amount of endowment fund has been deposited with the Directorate of Higher Education.</p>
<p>xx                      xx                      xx</p>	<p>xx                      xx                      xx</p>
<p><b>Note:</b> For starting a new college/institution or for introducing a new subject/course or courses of study, it shall be incumbent upon the applicant/applicants to obtain 'no objection' certificate from the Director, Higher Education, without which no request for affiliation shall be entertained.</p>	<p><b>Note:</b> For starting a new college/institution or for introducing a new subject(s)/ course(s)/ additional intake, it shall be incumbent upon the applicant/ applicants to obtain 'No Objection Certificate' from the concerned Department in the State Government/ concerned regulatory body (where ever is applicable) without which no request for affiliation shall be</p>

<p>xx                      xx                      xx</p> <p>(6) The inspection committee shall visit the College and submit their report in a form prescribed by the University to the Registrar within ten days after inspection. The report of the inspection committee shall be placed before the Academic Council/Executive Council.</p> <p>(7) Where an application, or any part thereof, is granted the Academic Council/ Executive council shall specify the course(s) of instruction in respect of which the college is recognized, and where the application or any part thereof is refused, the grounds of such refusal may be stated. Provided that no college shall be recognized with retrospective effect in respect of any course of instruction.</p>	<p>entertained.</p> <p>xx                      xx                      xx</p> <p>(6) The inspection Committee(s) shall visit the College and submit their report in a form prescribed by the University to the Registrar within two weeks of the date of receipt of the communication. The report of the inspection committee shall be placed before the Academic Council/ Executive Council at the earliest opportunity.</p> <p>(7) Where an application, or any part thereof, is granted the Academic Council/ Executive council, it will specify the course(s) of instruction in respect of which the college is affiliated, and where the application or any part thereof is refused, the grounds of such refusal may be stated. Provided that no college shall be affiliated with retrospective effect in respect of any course of instruction.</p>
<p>xx                      xx                      xx</p> <p>(9) A college admitted to the privileges of this University shall pay an initial fee of Rs. 100/- and thereafter a continuation fee Rs. 100/- annually.</p>	<p>xx                      xx                      xx</p> <p>(9) A college affiliated to this University shall pay an affiliation and course fee and thereafter continuation fee as prescribed in Schedule-I given in the ordinance.</p>
<p>xx                      xx                      xx</p> <p>(b) if the governing body of a college proposes to discontinue a particular course/subject in the college, it shall seek the prior permission of the University and a formal application giving reasons in support of the proposal shall be made not later than the 31st of October of the year, preceding the year in which the discontinuation is proposed.</p>	<p>xx                      xx                      xx</p> <p>(b) if the Governing Body/Board of Governors as the case may be, of a college proposes to discontinue a particular course/subject or reduce the seats in the college, it shall seek the prior permission of the University and an application giving reasons in support of the proposal shall be made by the date as provided in the schedule given in the Ordinance.</p>
<p>xx                      xx                      xx</p> <p>13) Where a college desires to add to the course of instruction in respect of which it is admitted to the privileges of this</p>	<p>xx                      xx                      xx</p> <p>13) Where a college desires to add to the course of instruction in respect of which it is affiliated/admitted to the</p>

<p>University, the procedure prescribed by Clauses 2, 3, and 4 above shall so far as may be applicable, be followed. Provided that in such case the condition of inquiry/inspection may be dispensed with, if the Executive Council deems it fit. The inspection committee, if appointed shall submit its report as per proforma prescribed by the University</p>	<p>privileges of this University, the procedure prescribed by Clauses 2, 3, and 4 above shall so far as may be applicable, be followed. Provided that in such case the condition of inquiry/inspection may be dispensed with, if the Executive Council deems it fit. The inspection committee, if appointed shall submit its report as per proforma prescribed by the University</p>
<p>xx                      xx                      xx</p> <p>(15) The principal of recognized college shall submit to the Registrar before the 31<sup>st</sup> August each year, a report indicating:</p> <p>a) the change in the management;</p> <p>b) xx                      xx                      xx</p> <p>c) number of distribution of students</p> <p>xx                      xx                      xx</p> <p>h) number of the students in the college hostel.</p>	<p>xx                      xx                      xx</p> <p>(15) The Principal/Director of affiliated college/Institutes shall submit to the Registrar before the 31<sup>st</sup> August of each year, a report indicating :</p> <p>a) the change in the Governing Body/ management;</p> <p>b) xx                      xx                      xx</p> <p>c) Delete</p> <p>xx                      xx                      xx</p> <p>h) Delete</p>
<p>16) The following record must be kept by every recognized college and submitted, when required, to the officer nominated by the Vice-Chancellor:-</p> <p>i) a register of admission and withdrawals. The register will give in the case of every student, the date of admission, the date of birth, name of birth place, percentage, attendance at college examinations and results of such examinations, a record of University career and date of withdrawal.</p> <p>ii) Registers of daily attendance of students at lectures.</p> <p>iii) A register of fees.</p> <p>iv) A time table</p> <p>(19) An inspection committee shall, ordinarily consist of two members and no person shall be given more than two inspections. One of the members of the inspection committee in the case of a science college will ordinarily be a science man and in the case of training professional college, will belong to the</p>	<p>16) The following record must be kept by every recognized/affiliated college and submitted, when required, to the officer nominated by the Vice-Chancellor:-</p> <p>i) a register of admission and withdrawals. The register will give in the case of every student, the date of admission, the date of birth, name of birth place, percentage, attendance at college examinations and results of such examinations, a record of University career and date of withdrawal.</p> <p>ii) Registers of daily attendance of students at lectures.</p> <p>iii) A register of fees.</p> <p>iv) A time table</p> <p>(19) An Inspection Committee to be constituted by the Vice-Chancellor shall, ordinarily consist of three or more competent members.</p>

<p>particular profession in which the college is recognized.</p>	
<p>xx                      xx                      xx</p> <p>(20) The convener of the inspection committee shall be appointed by the Vice Chancellor and he will be responsible for arranging the inspection and report.</p> <p>(21) The members of the inspection committee shall be paid travelling and halting allowance of the class to which they are entitled according to normal rules, and in addition an inspection fee of Rs. 100/- per college.</p>	<p>xx                      xx                      xx</p> <p>(20) No Change</p> <p>(21) The members of the inspection committee shall be paid travelling and halting allowance of the class to which they are entitled according to normal rules, and in addition an inspection fee as prescribed by the University from time to time.</p>
<p>xx                      xx                      xx</p> <p>(25) i) Each College shall have a Managing Committee known as governing body consisting of not more than 21 and not less than 11 members. The president, vice-president, treasurer, general secretary and secretary shall be the office bearers of the governing body. The first four shall be elected by the general body of members of the society/trust running the college. The principal shall be the ex-officio member-secretary of the governing body. Of the remaining sixteen members 11 shall be nominated by the president, one by the University, one by the State Govt., and three shall represent the staff. In cases where the governing body consists of less than 21 members, the number falling in each of the above categories will be determined on a proportionate basis, the representation of the University and the Govt. remaining invariable. As soon as the governing body is constituted, the names of the members will be communicated to the University and the director of higher education Haryana by the secretary.</p> <p>The life of the governing body shall be three years and fresh election shall be held after every three years. The election shall be held under the supervision of an observer to be appointed by the University who shall certify that the election has been held properly and according to rules. In case the elections are not held at the end of the period</p>	<p>xx                      xx                      xx</p> <p>(25) i) Each College (except Institutions run as per norms laid down by AICTE) shall have a Managing Committee known as Governing body/ Board of Governors, shall be elected by the General Body or the Collegium other than the members nominated by competent/ ex-officio i.e. Principal, as the case may be, consisting of not less than three and not exceeding 21 members. The office bearers shall comprise of the President, Vice-President, Treasurer, General Secretary and Secretary. The first four shall be elected by the General Body or the Collegium of the Society/Trust running the College/Institute. The principal shall be the ex-officio Member-Secretary of the Governing Body. Of the remaining sixteen members 11 shall be elected by the General Body or the Collegium of the Society/Trust, one shall be nominated by the University, one by the State Govt., and three shall represent the staff by election. In cases where the Governing Body consists of less than 21 members, the number falling in each of the above categories will be determined on a proportionate basis, the representation of the University and the Govt. remaining invariable. As soon as the Governing Body is constituted, the names of the members will be communicated to the</p>

stipulated above, the University shall be competent to constitute a new governing body. The constitution, election and personal of the governing body shall be subject to the approval of the University. The change in the constitution on the above lines shall be a pre-condition for the release of maintenance and other grants. Applications for grants, accompanied with certificates that the salaries of the employees have been paid and all other conditions relating to affiliation and such grants have been complied with shall be routed through the University. If in inquiry, it is found that a recognized non-govt. college is not being properly administered, the Executive Council, may authorizes the Vice-Chancellor to appoint additional representatives or representatives of the University on the managing body of the college for such period as may be prescribed by the Executive Council, If the representative of the university are not invited to a meeting of the managing body and or/a meeting of the governing body is held without the presence of the University representative, the proceedings of that meeting shall be regarded as invalid. In case, the University representative does not attend a meeting even after having confirmed his presence in writing the proceedings of such meeting shall be valid. There must be at least three meetings of the governing body in a year i.e. one per term. T.A. and D.A. of University representatives shall be paid by the college concerned.

University and the Director of Higher Education Haryana by the secretary. The life of the Governing Body shall be three years and fresh election shall be held after every three years. The election of office bearers and members of EC among the Collegium shall be held under the supervision of an observer to be appointed by the University who shall certify that the election has been held properly and according to rules. In case the elections are not held at the end of the period stipulated above, the University shall be competent to constitute a new Governing Body. The constitution, election and personnel of the Governing Body shall be subject to the approval of the University. The change in the constitution on the above lines shall be a pre-condition for the release of maintenance and other grants. Applications for grants, accompanied with certificates that the salaries of the employees have been paid and all other conditions relating to affiliation and such grants have been complied with shall be routed through the University. If in inquiry, it is found that a recognized non-govt. college is not being properly administered, the Executive Council, may authorizes the Vice-Chancellor to appoint additional representatives or representatives of the University on the managing body of the college for such period as may be prescribed by the Executive Council, If the representative of the University are not invited to a meeting of the Managing Body and or/a meeting of the Governing Body is held without the presence of the University representative, the proceedings of that meeting shall be regarded as invalid. In case, the University representative does not attend a meeting even after having confirmed his presence in writing the proceedings of such meeting shall be

	<p>valid.</p> <p>ii) The Board of Governors on AICTE approved institutions shall be constituted as under:-</p> <p>(a) The Governing Body shall have at least eleven members including the Chairman and the Member-Secretary. The Registered Society/Trust shall nominate six members including the Chairman and the Member-Secretary, and the remaining five members shall be nominated as indicated below.</p> <p>(b) Chairman to be nominated by the Registered Society/Trust. The Chairman of the Governing Body shall preferably be a technical person either entrepreneur of an industrialist or an educationist of repute who is interested in development of technical education and has demonstrated an interest in promotion of quality education.</p> <p>(c) Two to five Members to be nominated by the registered society/Trust.</p> <p>(d) Nominee of the All India Council for Technical Education-Regional Officer(Ex-Officio).</p> <p>(e) An Industrialist/ technologist educationist from the Region to be nominated by the concerned Regional Committee as nominee of the Council, out of the panel approved by the Chairman of the Council.</p> <p>(f) Nominee of the affiliating body/University.</p> <p>(g) Nominee of the State Government-Director of Technical Education (ex-officio).</p> <p>(h) An Industrialist/ technologist/ educationist from the Region</p>
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	<p>nominated by the State Government</p> <p>(i) Principal/Director of the concerned technical institution (as nominee of the society/ Trust-Member Secretary.</p> <p>(j) Two faculty members to be nominated from amongst the regular staff.</p> <p>(k) The number of members can be increased equally by adding nominees of the registered Society and by adding an equal number of educationists from the Region keeping in view the interest of the Technical Institution. The total number of members of a Governing Body shall, however, not exceed 21. The above constitution is subject to change by AICTE from time to time.</p> <p>(l) There must be at least three meetings of the governing body in a year i.e. one per term.</p> <p>T.A. and D.A. of University representatives shall be paid by the College/Institute concerned.</p>
<p align="center">xx                      xx                      xx</p> <p>(27) If at any time, the Executive Council finds, that a college/institution is not complying with the requirements of the Act, Statutes, Ordinances or Regulations of the University or any instructions issued by it or on its behalf, the Executive Council will have the authority to impose any one or more of the following penalties:-</p> <p>i) students of the college concerned shall not be accepted for the University examinations;</p> <p>ii) the college staff shall be debarred from University work such as appointment as examiner, superintendent of examination centers etc;</p>	<p align="center">xx                      xx                      xx</p> <p>(27) If at any time, the Executive Council finds, that a college/institution is not complying with the requirements of the Act, Statutes, Ordinances or Regulations of the University or any instructions issued by it or on its behalf, the Executive Council will have the authority to impose any one or more of the following penalties:-</p> <p>i) students of the college concerned shall not be accepted for the University examinations;</p> <p>ii) the college staff shall be debarred from University work such as appointment as examiner, superintendent of examination centers etc;</p>



<p>iii) the principals or the teacher concerned shall be debarred from seeking election or nomination to a University body or his name shall be removed from the list of members of the University bodies:</p> <p>iv) the recognition, granted to the governing body of the college, be withdrawn in part or in whole.</p> <p>v) Financial penalty as may be deemed appropriate by the Academic Council may be imposed keeping in view the circumstances of each case.</p> <p>vi) Reduce seats for the next academic session at the most by twice the number of irregular admissions made.</p>	<p>iii) The Principal or the teacher concerned shall be debarred from seeking election or nomination to a University body or his name shall be removed from the list of members of the University bodies:</p> <p>iv) The approval granted to the governing body of the college, be withdrawn in part or in whole.</p> <p>v) Financial penalty as may be deemed appropriate by the Academic Council may be recommended keeping in view the circumstances of each case.</p> <p>vi) Reduce seats for the next academic session by not exceeding twice the number of irregular admissions made or in case of availability of less than required teaching faculty proportionately.</p> <p>vii) The affiliation associate status granted to a college or an institution by the University may be withdrawn in part or in whole or modified.</p>
<p>Provided that whenever any penalty under clause (v) and / or (vi) above is imposed the same shall be communicated to the Central Regulatory Body / Authority for such further action as may be decided at that/their level.</p>	<p>Provided that whenever any penalty under clause (v) and / or (vii) above is imposed the same shall be communicated to the Central Regulatory Body / Authority for such further action as may be decided at that/their level.</p>
<p>(28) Where the Executive Council proposes to withdraw the recognition/ associated status of a college/ institution, in whole or in part, the Executive Council shall authorize the Registrar to send to the head of the college/ institution concerned, a notice stating therein the ground on which the action is proposed to be taken together with the indication that any representation in writing submitted on behalf of the college/ institution within a specific period, shall be considered by the Executive council. The period may be extended if considered necessary by the Executive Council.</p>	<p>(28) Where the Executive Council proposes to withdraw the affiliation/ associated status of a college/ institution, in whole or in part, the Executive Council shall authorize the Registrar to send to the head of the college/institution concerned, a notice stating therein the ground on which the action is proposed to be taken together with the indication that any representation in writing submitted on behalf of the college/ institution within a specific period, shall be considered by the Executive council. The period may be extended if considered necessary by the Executive Council.</p>
<p>(29) On receipt of the representation or on expiry the period referred to in clause</p>	<p>(29) On receipt of the representation or on expiry the period referred to in</p>



<p>above, the Executive Council shall consider the notice of motion, the statement or representation, if any, and make such order as the circumstances may require.</p> <p>(30) Whereby an order made under clause- 28, the rights conferred on, by recognition/ associated status are withdrawn in whole or in part the grounds for such withdrawal shall be stated in the order and communicated to the head of the college/ institution concerned.</p> <p>(31) In the event of withdrawal of the recognition/ associated status of a college/ institution, the Executive council shall have power to decide regarding the disposal of the amalgamated fund/student fund.</p>	<p>clause above, the Executive Council shall consider the notice of motion, the statement or representation, if any, and make such order as the circumstances may require.</p> <p>(30) Whereby an order made under clause- 28, the rights conferred on, by affiliation/associated status are withdrawn in whole or in part the grounds for such withdrawal shall be stated in the order and communicated to the head of the college/ institution concerned.</p> <p>(31) In the event of withdrawal of the affiliation/associated status of a college/institution, the Executive council shall have power to decide regarding the disposal of the amalgamated fund/student fund.</p>
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**RESOLVED THAT THE RECOMMENDATIONS OF THE ACADEMIC COUNCIL AS ABOVE BE APPROVED.**

**RESOLVED FURTHER THAT THESE AMENDMENTS BE IN CONSONANCE WITH THE LATEST SOCIETIES REGISTRATION ACT.**

**[ACTION BY DCDC]**

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Copy of Reso. No. 16 of E.C. dt 13/9/2017

# **16. Amendment in Statute 13- "Academic Council and its Constitution"**

Considered the recommendations of the Academic Council made vide Reso. No.26 of its meeting held on 05.08.2017 that Statute-13 "Academic Council and its Constitution" be amended as under:

Existing	Proposed
<p>13(l) The Academic Council shall consist of the following persons, namely:</p> <p>(a) Ex-Officio members</p> <p>xx            xx            xx</p> <p>(b) Other members:</p> <p>(i) One University Associate Professor by seniority from each Faculty, by rotation;</p> <p>(ii) One University Assistant Professor by seniority from each Faculty, by rotation;</p> <p>xx            xx            xx</p>	<p>13 (l) The Academic Council shall consist of the following persons, namely:</p> <p>(a) Ex-Officio members</p> <p>xx            xx            xx</p> <p>(b) Other members:</p> <p>(i) No change</p> <p>(ii) No change</p> <p>(ii)a. Director and one senior most teacher of each 100% self financing constituent institute of the University on rotation basis.</p> <p>xx            xx            xx</p>

**RESOLVED THAT THE RECOMMENDATIONS OF THE ACADEMIC COUNCIL AS ABOVE BE APPROVED AND THE ASSENT OF THE HON'BLE CHANCELLOR BE OBTAINED.**

**[ACTION BY A.R. (ACAD.)]**

vc/3316  
01/12/17

Ro-1812  
01/12/17

Appendix-C/9

OFFICE OF THE SECRETARY TO GOVERNOR, HARYANA

Tel. : 0172-2740581, 2740583  
Fax : 0172-2740557

No. HRB-UA-29(2)-02/

RAJ BHAWAN  
CHANDIGARH

Dated 24<sup>th</sup> Nov., 2017

Regd.  
c-3582  
1/12/17

To

- ✓ 1 The Vice-Chancellor, Maharshi Dayanand University, Rohtak
- 2 The Vice-Chancellor, Kurukshetra University, Kurukshetra
- 3 The Vice-Chancellor, GJU of Science & Technology, Hisar
- 4 The Vice-Chancellor, Chaudhary Devi Lal University, Sirsa
- 5 The Vice-Chancellor, BPS Mahila Vishwavidyalaya, Khanpur Kalan, Sonapat
- 6 The Vice-Chancellor, Indira Gandhi University, Meerpur, Rewari
- 7 The Vice-Chancellor, Chaudhary Ranbir Singh University, Jind
- 8 The Vice-Chancellor, Chaudhary Bansi Lal University, Bhiwani
- 9 The Vice-Chancellor, Gurugram University, Gurugram - cum - Commissioner Gurugram Division, Gurugram

Subject:- Regarding amendment in the Acts of the State Universities in "Executive Council and its constitution".

Sir/Madam,

I am directed to invite your kind attention on the subject cited above and to inform you that the Higher Education Department, Haryana, has observed that due to official exigencies and other official works, it could not be possible for the Secretary Higher Education or his nominee as Director Higher Education/Joint Secretary, to attend the meetings of the Executive Council of the Universities. Thus, the role of the State Government on various issues could not be addressed properly.

Hence, on the recommendation of the State Government, Hon'ble Governor-Chancellor has directed you to place the matter in the ensuing meeting of Executive Council for approval of the following amendment in the concerned Clause under the head "Ex-Officio Members:-" of the Statute of "Executive Council and its constitution":-

"The Secretary to Government, Haryana Higher Education Department or in his absence, Director Higher Education, Haryana or an officer not below the rank of Deputy Director;"

You are, therefore, requested to take the necessary action in the matter.

Regards,

(Dr. Satish Kumar)  
Under Secretary,  
for Secretary to Governor, Haryana

1/12/17  
Regd.  
R. A. C. I  
A. N. C. I  
A. C. I  
1/12/17  
OSD to VC  
Subd. - Surendra  
Supd. (Head)  
4/12/17

vc/3392  
13/12/17

unpdghehry@gmail.com

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From

Director General Higher Education,  
Haryana, Panchkula.

To

- The Vice-Chancellor,  
1. Kurukshetra University, Kurukshetra  
2. Maharishi Dayanand University, Rohtak  
3. Chaudhary Devi Lal University, Sirsa  
4. Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan  
5. Chaudhary Bansi Lal University, Bhiwani  
6. Chaudhary Ranbir Singh University, Jind  
7. Indira Gandhi University, Meerpur, Rewari  
8. Dr. B.R. Ambedkar National Law University, Sonapat

Memo No. 19/1-2010 UNP (1)  
Dated Panchkula, the 11/12/17

**Subject: Regarding amendment in the various statutes under the provisions of Acts of the State Universities in "Executive Council and its Constitution".**

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Kindly refer to the subject cited above.

I have been directed to request you to place the matter regarding amendment in the Statutes under the provisions of Acts of the State Universities under section "Executive Council and its Constitution" in the ensuing meeting of Executive Council for approval of the said amendment.

The existing provisions and the proposed amendments in the various statutes under the provisions of Acts of the State Universities are mentioned as under:-

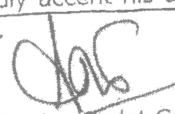
S.No.	Name of the University	Section of the Act/Schedule	Existing provision	Required amendment
1.	Kurukshetra University, Kurukshetra	10(1) (I) (ii)	The Secretary to Government, Haryana Education Department or in his absence, Higher Education Commissioner, Haryana	The Secretary to Government, Haryana Higher Education Department or in his absence, Director Higher Education, Haryana or an officer not below the rank of Deputy Director.
2.	Maharshi Dayanand University, Rohtak	11(1) (a) (iii)	The Secretary, Education, Haryana or in his absence, the Director of Higher Education.	The Secretary to Government, Haryana Higher Education Department or in his absence, Director Higher Education, Haryana or an officer not below the rank of Deputy Director.
3.	Chaudhary Devi Lal University,	11(I) (iii)	The Secretary to Government, Haryana Education Department or	The Secretary to Government, Haryana Higher Education

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AC-11

	Sirsa		a nominee not below the rank of the Director/Joint Secretary.	Department or in his absence, Director Higher Education, Haryana or an officer not below the rank of Deputy Director.
4.	Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan, Sonipat	11(I) (iii)	The Secretary to Government, Haryana, Education Department, or in his absence, his nominee not below the rank of the Director, Higher Education/Joint Secretary.	The Secretary to Government, Haryana Higher Education Department or in his absence, Director Higher Education, Haryana or an officer not below the rank of Deputy Director.
5.	Chaudhary Ranbir Singh University, Jind	11(I) (iii)	The Secretary to Government, Haryana, Education Department or a nominee not below the rank of the Director /Joint Secretary.	The Secretary to Government, Haryana Higher Education Department or in his absence, Director Higher Education, Haryana or an officer not below the rank of Deputy Director.
6.	Indira Gandhi University, Meerpur(Rewari)	11(I) (iii)	The Secretary to Government, Haryana, Education Department or a nominee not below the rank of the Director /Joint Secretary.	The Secretary to Government, Haryana Higher Education Department or in his absence, Director Higher Education, Haryana or an officer not below the rank of Deputy Director.
7.	Chaudhary Bansi Lal University, Bhiwani	11(I) (iii)	The Principal Secretary to Government, Haryana, Education Department or a nominee not below the rank of the Director General /Joint Secretary.	The Secretary to Government, Haryana Higher Education Department or in his absence, Director Higher Education, Haryana or an officer not below the rank of Deputy Director.
8.	Dr. B.R. Ambedkar National Law University, Sonapat (under construction)	12(I) (d)	The Financial Commissioner and Principal Secretary to Government, Haryana, Higher Education Department, or his nominee.	The Secretary to Government, Haryana Higher Education Department or in his absence, Director Higher Education, Haryana or an officer not below the rank of Deputy Director.

His Excellency Governor Chancellor has very kindly accented his approval for the said amendments to be carried by the State Universities.

  
 Deputy Director Cadet Corps  
 for Director General Higher Education  
 Haryana, Panchkula

Appendix-c/110

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5-8706  
26/10/17

CD 8871  
26/10/17

HARYANA GOVERNMENT  
GENERAL ADMINISTRATION DEPARTMENT  
No.6/28/2017-1GSI

From

The Chief Secretary to Government, Haryana.

To

1. All the Administrative Secretaries to Government, Haryana.
2. All the Heads of Departments/Commissioners, Ambala, Hisar, Rohtak, Gurugram & Karnal Divisions.
3. All the Deputy Commissioners in the State of Haryana.
4. The Registrar, Punjab & Haryana High Court, Chandigarh.
5. All the Managing Directors of Boards/Corporations/Public Undertaking.
6. All the Registrar of the Universities in the State of Haryana.

EN-4  
0/11/17

Dated Chandigarh, the 18<sup>th</sup> October, 2017

Subject:- Regarding regularization of Group 'B', 'C' and 'D' employees

EN-4  
Rev 26/10/17

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Sir/Madam,

I am directed to invite your kind attention to the subject cited above and to say that regularization policies issued/revived on or after 16.6.2014 have been stayed by Hon'ble High Court vide order dated 2.9.2016 passed in CWP No.17206 of 2014 titled as Yogesh Tyagi and another Vs State of Haryana & others. In compliance of the order of Hon'ble High Court, a circular alongwith order of Hon'ble Court was issued on 15.9.2016 vide which it was notified that no further regularisation of services of employees be made under the regularisation policies issued/revived on or after 16.6.2014 till the decision of the court case.

2. The State Government had also issued regularisation policies vide instructions bearing No.6/50/2007-1GSI, dated 29.7.2011 in respect of Group 'B' employees and notification No.G.S.R.9/Const./Art.309/2011, dated 29.7.2011 in respect of Group 'C' and 'D' employees appointed/engaged on adhoc/contract/ work charged/daily wages. These policies are still in existence as there is no stay of any court of law on the operation of these two policies.

3. Therefore, Group 'B', 'C' and 'D' employees who are eligible under these policies, issued on 29.7.2011 can be considered for regularisation.

Yours faithfully

  
Superintendent General Services-I  
for Chief Secretary to Government, Haryana

18/10/17

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**Haryana Government  
General Administration Department  
(General Services-1 Branch)**

No. 6/50/2007-1GS I

Dated Chandigarh, the 29<sup>th</sup> July, 2011.

To

1. All the Financial Commissioners and Principal Secretaries/  
Commissioners and Secretaries to Government of Haryana.  
2. All Heads of Departments, Commissioners, Ambala, Hisar, Rohtak and  
Gurgaon Divisions and all the Deputy Commissioners in the State of  
Haryana.  
3. The Registrar, Punjab & Haryana High Court, Chandigarh.  
4. All the Managing Directors of Boards/ Corporations/ Public Undertaking.  
All the Registrars of the Universities in the State

Subject: **Regularization of Group B employees appointed/engaged on  
adhoc/contract basis.**

Sir/Madam,

I am directed to invite your attention on the subject noted above and to say

that the matter regarding regularization of the services of Group B employees working on  
adhoc/ contract basis has been engaging the attention of the Government for the past  
some time and it has now been decided to regularize 'as a one time measure', the services  
of such Group B employees working on adhoc/ contract basis who fulfill the following  
criteria:-

- i) That the employee should have continued to work for not less than ten years  
as on 10.04.2006 and is still in service but not under cover of the orders of  
the Courts or Tribunals, against duly sanctioned vacant posts. The period of  
continuous break in such service should not be more than one month in a  
calendar year.
- ii) That the employee possessed the minimum prescribed qualifications for the  
post on the date of appointment.
- iii) That the concerned employee should have been appointed only after either  
his name has been sponsored by the Employment Exchange or has been  
appointed on the basis of recommendations made by the Departmental  
Selection Committee by inviting applications through advertisement against  
duly sanctioned vacant post.
- iv) That the work and conduct of such employee should have been throughout  
satisfactory and no disciplinary or criminal proceedings should be pending  
against him.
- v) That the employee should be regularized against a sanctioned vacant post of  
relevant category
- vi) A medical fitness certificate and documentary proof of Date of Birth as per  
the instructions shall be obtained from the employee concerned.
- vii) His antecedents should be got verified by the Police as per the Government  
instructions, if it was not done earlier.
- viii) No relaxation in the criteria as laid down above shall be allowed.

2. However, the regularly recruited employees who have been promoted on adhoc basis on the direct recruitment posts pending recruitment by Haryana Public Service Commission meaning thereby that those employees, who have been promoted against the vacancy of such post the recruitment of which is within the purview of Haryana Public Service Commission, will not be covered under this policy.

3. The regularization of Group-B employees working on adhoc/ contract basis shall be made with effect from the date of issuance of the notification by the department concerned after adopting the due procedure. Such posts against which regularization is considered, are required to be taken out of the purview of Haryana Public Service Commission. As such, the concerned departments shall be required to complete the process for regularization of services of such employees in consultation with the Haryana Public Service Commission.

4. The seniority of the employees so regularized shall be fixed from the date of their regularization and they shall be placed below in the seniority to the employees last appointed on the regular basis before the date of regularization of these employees. However, the inter-se-seniority of such employees shall be determined in accordance with the date of their joining the post on adhoc/contract basis. If the date of joining the post on adhoc /contract basis by such employees is the same, then an older employee shall rank senior to an employee younger in age.

5. The benefit of the seniority shall be given to such employees from the date of their regularization. Therefore, such employees shall be entitled to the incentives introduced under the Incentive Schemes like ACP scheme (wherein regular satisfactory service is required) from the date of their regularization. The pay of such employees shall be fixed in accordance with the provisions of the service rules. Since new pension scheme has been introduced by the State Government w.e.f. 01.01.2006, such employees shall be covered under the provisions of New Pension Scheme.

6. Since this policy is a one time measure on humanitarian ground, therefore, no person shall be entitled to claim it as a matter of right, if found unsuitable due to non fulfilment of the conditions mentioned in this letter.

7. In future, no **illegal/irregular** appointment/employment on adhoc/contract shall be made against sanctioned posts.



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It has also been observed that keeping in view the impact of regularization of Group B adhoc /contract employees the number of available vacancies in the departments may undergo a change and affect the requisitions already sent to Haryana Public Service Commission for advertisement. It is, therefore, decided that where the vacancies have not yet been advertised, the departments after calculating at their own level, may decide how many vacancies are to be withdrawn from the requisition, if any, sent to the Haryana Public Service Commission.

9. It has also been decided by the Government that the employees, who are working on adhoc/contract basis and are not covered under this regularization policy and are still in service may be given age relaxation as a one time measure, if they compete for regular appointment.

Yours faithfully,

  
Joint Secretary, General Administration Department  
for Chief Secretary to Government of Haryana.

Enrds No.6/50/2007-1GS1

Dated Chandigarh, the 29<sup>th</sup> July, 2011

1. A copy is forwarded to Chief Secretary (in Services-III Branch) for information and necessary action in the matter.
2. A copy is forwarded to the Secretary, Haryana Public Service Commission, Panchkula with the request that if any advertisement is in process of issue, the same may not be published till a fresh requisition is received from the concerned department.

  
Joint Secretary, General Administration Department  
for Chief Secretary to Government of Haryana.

(3) -101-

[Authorised English Translation]

**HARYANA GOVERNMENT**  
**GENERAL ADMINISTRATION DEPARTMENT**  
**(GENERAL SERVICES-1)**

**Notification**

The 29th July, 2011

No. G.S.R. 9/Const./Art. 309/2011.—In exercise of the powers conferred by the proviso to article 209 of the Constitution of India read with the proviso to clause 6 of Haryana Government, General Administration Department (General Services), notification No. 523-3GS-70/2068, dated the 28th January, 1970, the Governor of Haryana hereby specifies such Group C posts, as have been held for a minimum period of ten years as on 10-4-2006, by Group C employees/workers on adhoc/contract/work-charged/daily wages and part-time basis to be taken out of the purview of the Haryana Staff Selection Commission.

The services of such Group C and Group D employees/workers appointed/engaged on adhoc/contract/work-charged/daily-wages and part-time basis shall be regularized if they fulfil the following conditions, namely :—

- (i) That the employee/worker should have continued to work for not less than ten years as on 10-4-2006 and is still in service but not under cover of the orders of the Courts or Tribunals, against duly sanctioned vacant posts. The period of continuous break in such service should not be more than one month in a calendar year.
- (ii) That the employee/worker possessed the minimum prescribed qualifications for the post on the date of appointment/engagement.
- (iii) That the concerned employee should have been appointed only after either his name has been sponsored by the Employment Exchange or has been appointed/engaged on the basis of recommendations made by the Departmental Selection Committee by inviting applications through advertisement against duly sanctioned vacant post.
- (iv) That the work and conduct of such employee should have been throughout satisfactory and no disciplinary or criminal proceedings should be pending against him.
- (v) That the employee should be regularized against a sanctioned vacant post of relevant category.

- (vi) A medical fitness certificate and documentary proof of Date of Birth as per the instructions shall be obtained from the employee concerned.
  - (vii) His antecedents should be got verified by the police as per the Government instructions if it was not done earlier.
  - (viii) No relaxation of the criteria as laid down above shall be allowed.
2. A part time employee fulfilling conditions mentioned above shall be regularized against a sanctioned vacant fulltime post of the same category.
3. Such posts are being hereby taken out of the purview of the Haryana Staff Selection Commission.
4. As a result of regularization of Group C adhoc/contract/work-charged/daily-wages/part-time employees/workers, the number of available vacancies in the departments may undergo a change and affect the requisitions already sent to Haryana Staff Selection Commission. Therefore, where the vacancies have not yet been advertised, the departments may after calculating at their own level decide now many vacancies are to be withdrawn from the requisition sent to the recruiting agency and send intimation of withdrawal of vacancies to the respective recruiting agency.
5. However, the regularly recruited employees, who have been promoted on adhoc basis on the direct recruitment posts pending recruitment by Haryana Staff Selection Commission, meaning hereby those employees who have been promoted against the vacancy of such posts, the recruitment of which is within the purview of Haryana Staff Selection Commission, shall not be covered under this policy.
6. The date of regularization shall be deemed to be the date of issuance of this notification. The seniority of the employees shall be fixed from the date of their regularization and they shall be placed below in the seniority to the employees last appointed on the regular basis before the issuance of this notification. However, the inter-se-seniority of such adhoc/contract/work charged/daily-wages and part-time employees so regularized shall be determined in accordance with date of their joining the post on adhoc/contract/work charged/daily wages and part-time basis. If the date of joining the post on adhoc/contract/work charged/daily wages and part-time basis is the same, then an employee who is older in age shall rank senior to an employee younger in age.
7. The benefit of the seniority shall be given to such employees/worker from the date of their regularization. Therefore, such employees shall be entitled to the incentives introduced under the Incentive Schemes like ACP scheme

(wherein regular satisfactory service is required) from the date of their regularization. The pay of such employees shall be fixed in accordance with provisions of the service rules. Since new pension scheme has been introduced by the State Government w.e.f. 1-1-2006, such employees shall be covered under the provisions of New Pension Scheme.

8. Since this policy is a one time measure on humanitarian ground, therefore, no person shall be entitled to claim it as a matter of right, if found unsuitable due to non fulfilment of the conditions mentioned in this notification.

9. In future, no illegal/irregular appointment/employment on adhoc/daily wages/work-charged and part-time shall be made against sanctioned posts.

10. Such Group C and D employees/workers, who are not covered under this regularization policy but are still in service, may be given age relaxation as a one time measure, if they complete for regular appointment.

URVASHI GULATI,  
Chief Secretary to Government,  
Haryana.

-104- Appendix-c/11

GOVERNMENT OF HARYANA  
GENERAL ADMINISTRATION DEPARTMENT  
GENERAL SERVICES-III BRANCH  
NO. 22/104/2014-1GSIII  
Dated Chandigarh, the 27<sup>th</sup> October, 2017

To

1. All the Administrative Secretaries to Government, Haryana.
2. All Heads of Departments in the State of Haryana.
3. All the Managing Directors/Chief Administrators of Boards/ Corporations/Public Sector Undertakings in Haryana.
4. The Registrar General of Punjab & Haryana High Court, Chandigarh.
5. All the Divisional Commissioners in the State of Haryana.
6. All the Deputy Commissioners and Sub Divisional Officers (Civil) in the State of Haryana.
7. The Registrars of all the Universities of the state of Haryana.

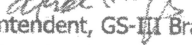
**Subject: Grant of reservation while engaging contractual employees under Part-II of Outsourcing Policy.**

Sir/Madam,

I am directed to invite your attention to the State Government letter No. 16/7/2015-IGS-II dated 06<sup>th</sup> April, 2015 vide which a consolidated set of instructions/ policy for engaging/outsourcing of service/activities under Part-I and Part-II of Outsourcing Policy was issued.

2. Now, State Government has reconsidered the matter and it has been decided to provide reservation in the case of persons to be engaged on contract basis under Part-II of the Outsourcing Policy.
3. Other terms and conditions of the Policy dated 06.04.2015 shall remain unchanged.
3. This may please be brought to the notice of all concerned for strict compliance in letter and spirit.

Yours faithfully,

  
Superintendent, GS-III Branch,  
for Chief Secretary to Government, Haryana

**INTERNAL DISTRIBUTION**

The S.I.O./NIC, Haryana Civil Secretariat, Chandigarh for uploading on the website of the State Government and Chief Secretary's office as well. He is requested to send this letter by e-mail to all concerned.

-105-      8-10377  
28/12/17

**OFFICE OF DIRECTOR GENERAL HIGHER EDUCATION, HARYANA**  
**PANCHKULA**

Appendix-C/12

No: 12/1-2017 Ad(3)

CD 10492  
28/12/17

Dated: 01/12/2017

A copy of letter No. 42/03/2016-4GSI dated 02/03.11.2017 received from O/o Chief Secretary to Govt. Haryana regarding **Minimum educational qualification for recruitment of Group-D posts** is forwarded to the following for information and necessary action:-

1. All the Principals of Government Colleges in the State.
2. All the Commanding Officers, N.C.C. Units in the State.
3. Registrar, Kurukshetra University, Kurukshetra / Maharishi Dayanand University, Rohtak/ Chaudhary Devi Lal University, Sirsa/ Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan(Sonepat)/ Indira Gandhi Univeristy, Meerpur (Rewari)/ Chaudhary Ranbir Singh University, Jind/ Chaudhary Bansi Lal University, Bhiwani.
4. All the Librarians of District Libraries/Sub Divisional Libraries in the State of Haryana/Librarian.

Superintendent Administration  
for Director General Higher Education,  
Haryana, Panchkula

Endst. No: Even

Dated: 01/12/2017

A copy of the above is forwarded to the following for information and necessary action :-

1. PS/DGHE, Steno/ Additional Director Admin.
2. All the HQ Officers and Head of Branches.
3. All the Assistants of Admin Branch.

Superintendent Administration  
for Director General Higher Education,  
Haryana, Panchkula

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4606 Adm  
14/11/17

**HARYANA GOVERNMENT  
GENERAL ADMINISTRATION DEPARTMENT**

No. 42/03/2016-4GSI

From

The Chief Secretary to Government Haryana,  
Chandigarh.

To

1. All the Administrative Secretaries to Government Haryana
2. All Heads of the Departments of Haryana.
3. Commissioners, Ambala/Hisar/Rohtak/Gurugram/Faridabad/Karnal Divisions.
4. All the Deputy Commissioners of Haryana.

Dated Chandigarh, the 2<sup>nd</sup> November, 2017.

Subject:-

Regarding minimum educational qualification for recruitment of Group-D posts.

\*\*\*\*\*

Sir/Madam,

Certain departments/PSUs have sought clarification with regard to Circular No. 42/03/2016-4GSI dated 20.09.2017 on the subject cited above, in respect of the minimum qualifications for Group-D posts. Issue raised, is whether minimum qualification have to be brought down to "Middle Pass" or higher qualification for Group-D if they exist in the Departments/PSUs can continue.

It is clarified that vide above circular only the minimum qualification has been prescribed. Departments/PSUs who don't have even "Middle Pass" as a qualification need to make amendments in the service rules to prescribe minimum qualification as "Middle Pass". Departments/PSUs who have Group-D qualification higher than "Middle Pass" may continue to retain the same.

Yours faithfully

*J. Mahil Sonu*  
Under Secretary, General Administration,  
for Chief Secretary to Government, Haryana

Dated Chandigarh, the 2<sup>nd</sup> November, 2017

Encl. No. 42/03/2016-4GE

A copy is also forwarded to the Chairman of Bureau of Public Enterprises, Haryana for information and necessary action.

*J. Mahil Sonu*  
Under Secretary, General Administration,  
for Chief Secretary to Government, Haryana

381 (G) Adm  
28/9/17  
30/4/2  
26.9.17

-107-

OFMS No. 28/9/17  
DHE.Hr. PKL

**HARYANA GOVERNMENT  
GENERAL ADMINISTRATION DEPARTMENT**

No. 42/ 03 /2016-4GSI

From

The Chief Secretary to Government Haryana,  
Chandigarh.

To

1. All the Administrative Secretaries to Government Haryana.
2. All Heads of the Departments of Haryana.
3. Commissioners, Ambala/ Hissar/Rohtak /Gurugram Divisions.
4. All the Deputy Commissioners of Haryana.

Dated Chandigarh, the 20<sup>th</sup> September, 2017.

Subject:- Regarding: minimum educational qualification for recruitment of Group D posts.

\*\*\*\*\*

Sir/Madam,

I am directed to invite your kind attention on the subject noted above and to say that it has come to the notice of Government that currently the minimum educational qualifications for Group D posts are varying across departments. Some departments prescribe no educational qualification except knowledge of Hindi & English. Some have Middle pass as qualification. Others have Matriculation or 10+2.

2. Now, it has been decided by the Government that minimum qualification for Group D posts may be prescribed as "MIDDLE PASS". For this purpose, the relevant service rules shall be amended by concerned departments at their own level without obtaining the approval of CMM/GAD/Finance Department and HSSC. However, the said provision may be made in the relevant service rules after getting it vetted from Law Department only.

Yours faithfully,

*Chand*  
Under Secretary, General Administration,  
for Chief Secretary to Government, Haryana

Dated: 20.09.2017

Endst No. 42/ 03 /2016-4GSI

A copy is also forwarded to the Chairman of Bureau of Public Enterprises, Haryana for information and necessary action.

*Chand*  
Under Secretary, General Administration,  
for Chief Secretary to Government, Haryana



**HARYANA GOVERNMENT  
GENERAL ADMINISTRATION DEPARTMENT  
(IN GENERAL SERVICES-II BRANCH)  
No. 16/36/2016-3GS-II**

To

1. All the Administrative Secretaries to Government Haryana
2. All Heads of the Departments of Haryana.
3. Divisional Commissioners, Ambala/Hisar/Rohtak/Gurugram/Faridabad/Karnal Divisions.
4. The Registrar, Punjab & Haryana High Court, Chandigarh.
5. All the Managing Directors/Chief Administrators of Boards/Corporations/Public Undertakings in Haryana.
6. All the Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana

Dated Chandigarh, the 03.11.2017

**Subject:** Application of "equal pay for equal work" in respect of specified categories of employees

Sir/Madam,

Hon'ble Supreme Court of India in Civil Appeal No. 213 of 2013 titled 'State of Punjab Versus Jagjit Singh' issued judgment dated 26.10.2016 which clarified that the principle of 'equal pay for equal work' constitutes a clear and unambiguous right and is vested in every employee, whether engaged on regular or temporary basis if he qualifies the application of the parameters of the principle of 'equal pay for equal work' as summarised by Hon'ble Supreme Court of India in paragraph 42 of the said judgment.

**State Government has considered the matter and decided as under:**

- i) The principle of 'equal pay for equal work' shall be applicable to the contractual employees subject to application of parameters of the principle of 'equal pay for equal work' as summarised in para 42 of the judgment. In respect of contractual pay, these employees shall be entitled to the minimum of the pay-scale of the categories to which they belong but would not be entitled to any of the allowances attached to the post.
  - ii) 'Equal pay for equal work' principle shall be initially applied to employees engaged under outsourcing policy Part-II w.e.f. 1.11.2017.
  - iii) A committee has been constituted vide notification No. 16/36/2016-3GSII dated 6.10.2017 to decide on cases of other categories of employees (i.e. other than those covered in Part II of Outsourcing Policy) to whom this principle of 'equal pay for equal work' shall apply.
2. All the Departments/Boards/Corporations/Autonomous bodies who have engaged manpower under Part-II of the outsourcing policy are advised to apply the principle of 'equal pay for equal work' in respect of employees engaged under Part-II of the outsourcing policy w.e.f. 1.11.2017.

+ : - 109 -

3. In respect of application of the principle of 'equal pay for equal work' to any other category of employees, the concerned Departments/Boards/Corporations/Autonomous bodies may approach the committee constituted for the purpose.

4. This issues with the concurrence of Finance Department vide their U.O. No. 2/33/2017-IFG-I/32793 dated 03.11.2017.

*Jasnaail Jm*

Under Secretary, Protocol  
for Chief Secretary to Government, Haryana.

Endst. No. 16/36/2016-3GSII

Dated Chandigarh, the 03.11.2017.

A copy is also forwarded to the following for information and necessary action:-

1. All the Registrars of Universities in the State of Haryana.
2. The MD/HARTON.
3. The State Informatics Officers (NIC), Haryana Civil Secretariat, Chandigarh for uploading on the websites of the State Government and Chief Secretary's office as well. He is also requested to send this letter by e-mail to all concerned.

*Jasnaail Jm*

Under Secretary, Protocol  
for Chief Secretary to Government, Haryana.

Endst. No. 16/36/2016-3GSII

Dated Chandigarh, the 03.11.2017.

A copy is also forwarded to the Additional Chief Secretary to Government Haryana, Finance Department w.r.f. their U.O. No. 2/33/2017-IFG-I/32793 dated 03.11.2017 for information and necessary action.

*Jasnaail Jm*

Under Secretary, Protocol  
for Chief Secretary to Government, Haryana.

Appendix- C/14

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Latest/New

HARYANA GOVERNMENT  
GENERAL ADMINISTRATION DEPARTMENT  
(IN GENERAL SERVICES-II BRANCH)  
No. 16/7/2015-3GSII

To

1. All the Administrative Secretaries to Government, Haryana.
2. All the Heads of Departments, Haryana.
3. The Divisional Commissioners, Ambala/Hisar/Rohtak /Gurgaon/Karnal and Faridabad.
4. The Registrar, Punjab & Haryana High Court, Chandigarh.
5. All the Managing Directors/Chief Administrators of Boards/Corporations/Public Undertakings in Haryana.
6. All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.

Dated Chandigarh the 11.09.2017

Subject: - Enhancement of Wages / honorarium of contractual / outsourced persons.

Sir/Madam,

I am directed to invite your kind attention to the subject cited above and to say that the Government has decided to increase the wages /honorarium of Contractual /outsourced persons engaged under outsourcing policy dated 06.04.2015, w.e.f. 01.01.2016.

1. Wages in case of Part I shall be as under:-

Sr. No.	Type of Service	Pre-revised Rate	Revised Rate
1.	Unskilled persons	8100/-	9258/-
2.	Semi skilled persons	9000/-	10286/-
3.	Skilled persons	10000/-	11429/-
4.	Highly Skilled persons	11000/-	12572/-

\*Note: Existing wage multiplied by 14.29 percent.

2. Further the Govt. has also decided to make amendments in clause (1) of part II of outsourcing policy dated 06.04.2015 and in the existing scheme the words (pay in pay band + grade pay + DA) are amended as ( entry level pay in the first cell of respective level of pay matrix + DA).

Continue...

- 111 -

3. The relation of DC rate with wage formula in Part I or salary/wages in Part II of the policy, which ever is higher (issued vide Govt. letter No. 16/07/2015-3GSII, dated 06.06.2016) shall continue as such.

4. The remaining terms and conditions of outsourcing policy dated 06.04.2015 shall remain same.

This issues with the concurrence of FD conveyed vide U.O. No. 1/21/2016-5PR (FD) dated 28.03.2017.

*Jatnaul Singh*  
Under Secretary to Government Haryana  
Protocol Department

Endst. No. 16/7/2015-3GSII

Dated Chandigarh the 11.09.2017

A copy each is forwarded to the following for information and necessary action:-

1. All the Registrars of Universities in the State of Haryana.
2. The MD/HARTRON.
3. The State Informatics Officer (NIC), Haryana Civil Secretariat, Chandigarh for uploading on the websites of the State Government and Chief Secretary's office as well. He is also requested to send this letter by e-mail to all concerned.

*Jatnaul Singh*  
Under Secretary to Government Haryana  
Protocol Department

Endst. No. 16/7/2015-3GSII

Dated Chandigarh the 11.09.2017

A copy is forwarded to Additional Chief Secretary to Government Haryana, Finance Department w.r.t their U. O. No. 1/21/2016-5PR (FD) dated 28.03.2017 for information and necessary action.

*Jatnaul Singh*  
Under Secretary to Government Haryana  
Protocol Department

To

Additional Chief Secretary to Government Haryana  
Finance Department

U.O. No. 16/7/2015-3GSII

Dated Chandigarh the 11.09.2017

**PROCEEDINGS OF THE PGBOS MEETING HELD ON  
22.09.2017 AT 4.15 P.M. IN THE O/O CHAIRPERSON, DEPT. OF  
PHYSICAL EDUCATION, M.D.U. ROHTAK.**

**FOLLOWING MEMBER WERE PRESENT:**

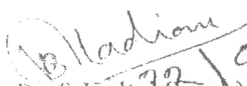
- |                           |             |
|---------------------------|-------------|
| 1. Professor Bhagat Singh | Chairperson |
| 2. Professor Kultaj Singh | Member      |


**1. To consider the qualification for Asstt. Profesoor in Yoga Science.**

The PGBOS considered the qualification for Asstt. Profesoor in Yoga Science and it was resolved that the qualification for Asstt. Professor in Yoga Science will be as per UGC qualification. Which are prescribed at Flag 'A'. Further it was also resolved that while making the selection of Yoga Science, the preference will be given to those candidate who have completed their M.A. Yoga Science/any other equivalent P.G. programme through regular mode.

**2. To approve the name of Examiner to evaluate the Ph.D. thesis of Mr. Naveen Suhag:** PGBOS also considered the requests of Mr. Naven Suhag research scholar for appointment of examiner to evaluate his thesis and the panel prepared by the PGBOS was approved as per list attached.

Meeting ended with a vote of thanks to the Chair.

  
(Prof. Kultaj Singh)  
Member

  
(Prof. B. S. Rathee)  
Chairperson

## QUALIFICATIONS FOR THE POST OF ASSISTANT PROFESSOR IN YOGA SCIENCE

- (i) National Eligibility Test (NET) shall be compulsory for appointment at the entry level of Assistant Professor, subject to the exemptions to the degree of Ph.D. in Yoga Science in respect of those persons obtaining the award through a process of registration, course-work and external evaluation, as have been laid down by the UGC through its regulations, and so adopted by the State Government vide letter No.7/66-2003 C IV(3) dated 17.07.2009 ( Appendix-III).
- (ii) The minimum requirements of a good academic record, 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the master's level.
- (iii) A minimum of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) will be required at the Master's level in Yoga Science.
- (iv) A relaxation of 5% may be provided at the graduate and master's level for the Scheduled Caste / Scheduled Tribes / Differently-abled ( Physically and visually differently abled ) categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching positions. The eligibility marks of 55% marks ( or an equivalent grade in a point scale wherever grading system is followed ) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.
- (v) Relevant grade which is regarded as equivalent of 55% wherever the grading system is followed by a recognized university shall also be considered eligible.

BG  
Bhadian  
22/9/17



# MAHARSHI DAYANAND UNIVERSITY ROHTAK

(A State University established under Haryana Act No. XXV of 1975)  
'A' Grade University Accredited by NAAC

PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR TO PREPARE GENERAL RULES OF EXAMINATION APPEARING IN UNIVERSITY CALANDER VOLUME -II (PART A)-2005 HELD ON 19.07.2017 at 11.00 AM IN THE O/O THE DEAN ACADEMIC AFFAIRS, M.D.UNIVERSITY, ROHTAK.

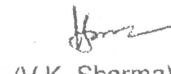
The following were present in the meeting:

1. Dean Academic Affairs - Chairman
2. Dr. Surender Kumar
3. Dr. V.K. Sharma
4. Dr. Bhagat Singh
5. Prof. Ajit Singh Boora
6. Dr. R.R. Saini
7. Dr. Promila Batra
8. Dr. P.K. Jaiwal
9. Dr. A.S. Dalal
10. Prof. Hukam Chand
11. Dr. B. Narsimhan
12. Dr. Rahul Rishi
13. Prof. S.C. Malik, Proctor.
14. Dr. G.P. Saroha, Director UCC, M.D. University, Rohtak.
15. Dr. B.S. Sindhu, Controller of Examination.

The Committee deliberated upon the draft Ordinance-General Rules for Examinations submitted by the Sub Committee. After making necessary correction in the Draft Ordinance (Copy enclosed), recommended to place before the same to the Academic Council/Executive Council.

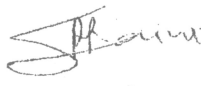
  
(A.K. Rajan)

  
(Surender Kumar)

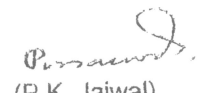
  
(V.K. Sharma)

  
(Bhagat Singh)

  
(Ajit Singh Boora)

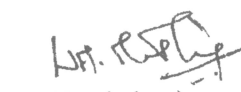
  
(R.R. Saini)

  
(Promila Batra)

  
(P.K. Jaiwal)

  
(A.S. Dalal)

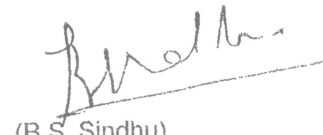
  
(Hukam Chand)

  
(B. Narsimhan)

  
(Rahul Rishi)

  
(S.C. Malik)

  
(G.P. Saroha)

  
(B.S. Sindhu)

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## GENERAL RULES FOR EXAMINATIONS

1. The University shall hold examinations for awarding Degrees, Diplomas or Certificates in such branches of knowledge as the University may determine from time to time.
2. The date of the commencement of the examination as well as the last date for submission of online examination forms and fee as fixed by the competent authority shall be notified by the Controller of Examinations to the University Teaching Departments/Institutes maintained and affiliated/associated Colleges admitted to the privileges of this University and the same be uploaded on the University website.
3. Students shall not be eligible for admission to a course of study for an examination unless they have passed the qualifying examination of this University or any other examination recognised by this University as equivalent thereto and possess such further qualifications, if any, as may be prescribed by the Ordinance.
4. Application for admission to an examination shall be submitted online accompanied by the requisite fee by the Head/Principal/Director of the Department/College/Institute so as to reach the University by the date fixed for the purpose after verifying the following:-
  - a) Good Character Certificate;
  - b) Certificate that the candidate is eligible to appear in the examination under the Ordinances prescribed for the examination concerned;
  - c) any other certificate(s) required under the Ordinances.
5. A candidate who has once submitted his/her online examination form for an examination alongwith the requisite fee, shall not be permitted to withdraw the application form on his/her own accord and claim refund of the examination fee.
6. A candidate's examination form and fee may be accepted after the last date with late fee as prescribed upto the date notified by the University. The examination form may also be accepted upto 30 days before the commencement of the Examination (subject to discretion of the Controller of Examinations) with late fee as prescribed by the University. The period of 30 days is to be counted from the date of commencement of the Examination given in the schedule of examination. Postponement of examination, if any, will have no impact upon it.

In a very exceptional and hard case, the Vice-Chancellor when he/she deems it appropriate may allow as a special case to accept the examination form 7 days prior to commencement of the examination with a late fee as fixed by the University from time to time.
7. A student is required to attend minimum lectures of theory and practical to become eligible to appear in the examinations as prescribed in the relevant Ordinance. However, the Director/Head/Principal of the Institute/Department/College may condone shortage of attendance upto 20% of lectures in the



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course in all the examinations subject to fulfilment of conditions laid down in the relevant Ordinance.

8. The Academic Council shall have power to exclude any candidate from examination permanently or for a specified period for reasons to be recorded, if it is satisfied that such a candidate is not fit to be admitted to the examination.
9. If a candidate for any University Examination owes any money to the University or his college on any account and fails to pay the money or has in his possession any book, apparatus, or other property belonging to the University or the College, or any kit etc., supplied by the N.C.C./N.S.S.etc. and fails to return the same, the Controller of Examinations on receipt of such a report from the Principal of college or, the Head of a University Teaching Department may withhold or authorise the withholding of the admission card of the candidate or if the admission card has already been issued, suspend the order of admission till all such money has been paid or such property has been returned by the candidate.
10. When the candidature of a candidate is to be cancelled before his appearance in the examination on grounds of his/her being ineligible, the Branch Officer (Results) concerned is authorised to pass orders.
11. The Controller of Examinations may withhold the permission granted to any candidate by some accidental mistake or omission who was not eligible to appear at any University examination, even though an admission card had been issued and produced by him/her before the Superintendent of the Examination Centre or he/she may have appeared in one or more papers at the examination, and to cancel the result.
12. Where a candidate for an examination in which the number of chances available are limited, has missed one or more chances on account of illness, only one additional chance may be allowed if the candidate, having submitted his/her examination form and fee, informs the Controller of Examination before the commencement of the University examination, his/her inability to appear in the examination and also furnish a Medical Certificate from a Government Doctor or the Medical Officer of the University.

The Vice-Chancellor may consider the request of candidate for allowing an extra chance for clearing compartment/re-appear in lieu of any chance which he/she might have missed on account of participation in sports on behalf of the University, revision of result after re-evaluation, delay in the declaration of result due to registration, awards, decision of unfair means case etc., due to no fault of the candidate.

The additional chance shall be availed of immediately next to last admissible chance.

A candidate against whom there is a charge of unfair means and who, in the course of the enquiry, misses admissible chances of appearing in an examination, may be given by the Vice-Chancellor, additional chance(s) if he/she is exonerated of the charge.

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13. A student can pursue two programmes simultaneously through distance or combination of distance and regular modes from the same or different University(ies)/Institution(s) in various combinations, viz.
- (a) One Degree and one Diploma/Post Graduate Diploma/Advanced PG Diploma Certificate
  - (b) One Post Graduate Diploma and one Diploma/Certificate
  - (c) One Diploma and one Certificate
  - (d) Two Post Graduate Diplomas
  - (e) Two Diplomas
  - (f) Two Certificates

Two Degree Programmes cannot be allowed to be pursued simultaneously. However, the bar shall not apply to a candidate appearing in an examination of the University for passing re-appear papers or for improvement of division/result or for additional subject. The bar shall also not apply to a candidate who has completed course of duration and the examination of that course is not held in time due to unavoidable reason(s).

14. Notwithstanding anything contained in any other Ordinance, the Academic Council shall, for reasons to be recorded, has power to admit a person provisionally to the next higher class pending his/her qualifying paper(s) which he/she may have missed though no fault of his.
15. A candidate whose result of the examination taken by him/her is notified as 'later' may be allowed to join the next higher class provisionally. In case, the candidate is ultimately declared as having failed, his/her provisional admission shall stand cancelled and he/she shall forthwith revert to the lower class. Fee paid by him/her for the higher class shall be adjusted against the lower class dues. No refund shall be admissible to the student who discontinues his/her studies. His/her attendance for the higher class will be counted for the lower class.
16. Notwithstanding anything contained in any other Ordinance, the Academic Council in the following cases shall have the power to admit any candidate to any class of a college affiliated to this University for which he/she is considered fit on the recommendation of the Equivalence Committee:
- (a) A foreign national who is not of Indian domicile; or
  - (b) A person who is not an Indian National; or
  - (c) A person of Indian origin studying in a foreign country
17. Notwithstanding anything contained in any other ordinance, the Academic Council in order to avoid hardship to a candidate shall have power to relax any requirement of the ordinance for any examination while considering the irregular admissions for regularisation where the mistake is primarily on the part of the Institution or the University Office. Each and every case of such nature will be considered by the Academic Council on merit.

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18. A prisoner serving a term of imprisonment may be allowed to appear in an examination if:-

- (i) A certificate of good conduct is given by the Superintendent of the jail concerned; and
- (ii) He/she is eligible under the ordinances for the examination concerned;

Provided that if such an examination is arranged in jail, the expenditure involved shall be paid to the University by the candidate(s) concerned or by the jail authorities, as the case may be.

19. The Post Graduate students will have to submit the Dissertations/Project Work/Term Paper/Training Report/Field Trip Report etc. latest by 31<sup>st</sup> July to their respective Head/Director/Principal of the Department/Institute/College. However, in case of M.Phil., the dissertation will have to be submitted to the Controller of Examinations/Secrecy Branch by 31<sup>st</sup> December of the same academic year. However, after the last date the same may be accepted on payment of the following penalty:

- i) Within normal period : No penalty
  - ii) After expiry of normal period:
    - a) Upto 4 months : Rs. 500/-
    - b) After 4 months and upto six months : Rs. 1000/-
    - c) After 6 months and upto one year : Rs. 1500/-
    - d) After expiry of the extended period under : Rs. 2500/-
- Clause (c) above and upto one year

No further extension will be granted and the result will be declared treating the candidate as absent, except that the Vice-Chancellor may allow further extension with further penalty as he/she may deem fit in a hard and deserving case to his/her satisfaction. A candidate, who submits his/her dissertation/project report etc. during the extended period with penalty as above, will not be entitled to University Medal.

20. The Controller of Examination shall publish the results of various University examinations in such a manner as may be decided by the Academic Council. Before declaration, the results of an examination together with a statement of pass percentage in the whole examination and in each subject for current examination shall be submitted to the Controller of Examinations by the concerned result branch.

21. The Controller of Examinations may withhold the results of any candidate who by an act of omission or commission might be found to be guilty of either contravening the provisions of the Act, the Statutes, the Ordinances or the Regulations or of non-compliance thereof or for any other cause which in the opinion of the Controller of Examinations might warrant such an action.

22. The Vice-Chancellor shall have power to quash the result of a candidate after it has been declared if:-

- (i) The candidate is disqualified for using unfair means in the examinations; or
- (ii) a mistake is found in his/her result; or
- (iii) he/she is found ineligible to appear in the examination.

**Note:**

In RLA (Result Late due to Awards)/RLE (Result Late due to Eligibilities)/RLD (Result Late due to Disputes) cases, the Department/College/Institute concerned shall submit details viz., name of examination centre, date of examination, name of subject (where Award Wanting (A.W.) has been indicated) alongwith a copy of the downloaded result to the concerned Result Branch within 20 days positively, failing which he/she will be treated 'Absent' in the said paper and result shall be finalized accordingly.

23. (a) A candidate shall be entitled to have his/her answer book(s) rechecked on payment of admissible fee as decided by the University from time to time subject to the following:

- (i) Application for rechecking is received by the University within 30 days of the date on which the result is declared by the University.
- (ii) Re-checking will be done only to see if the marks awarded to various answers have been correctly added and if all the answers have been examined by the examiner and his/her roll number and awards have been correctly posted.

(b) If any mistake is discovered as a result of rechecking, the fee paid shall be refunded.

24. A candidate whose answer-book is lost after having been received by the Superintendent of the examination, may be permitted by the Vice-Chancellor to re-appear in the paper lost on a date to be fixed by the Controller of the Examinations, provided he/she has passed in all other subjects of the examination or is likely to be placed under compartment. If the candidates obtain pass marks in the papers in which he/she has re-appeared, he/she shall be declared to have passed the examination or placed under compartment, as the case may be.

If there is any dispute as to whether a candidate's answer-book was duly received or not, the findings of the Controller of Examinations subject to confirmation by the Vice-Chancellor shall be final.

25. Notwithstanding anything contained in any other Ordinance/Regulation, the Academic Council shall have power in the case of all examinations held by the University to hold additional examination(s) in the same year for special reasons to be recorded.

26. The Academic Council may cancel an examination at all centres if it is satisfied that there has been a leakage of question paper(s) or any other irregularity which warrants such a step.
27. Except as otherwise decided by the Academic Council, the examination answer - books shall be destroyed or otherwise disposed off after 4 months from the date of declaration of result.
28. Any candidate who has been declared successful at a University examination may, after the declaration of his/her result and before the award of the degree or diploma at the next convocation, apply to the Controller of Examinations alongwith requisite fee for Provisional Certificate of passing the examination.
29. The names of first ten successful candidates in each examination who obtain first division be declared in order of merit.
30. Provision with regard to maternity leave to married women students:

(a) The Women students will be entitled to avail the Maternity Leave for a period not exceeding 45 days continuously in a single stretch with the prior permission of the Head/Director of the concerned Department/Institute and the Principal of the College on production of valid Medical Certificate. The leave period may be excluded from the total lectures delivered during the semester. But the concerned student has to appear in all the minor/major Examinations etc. as per Schedule notified by the department of the University.

(b) However, if desired so, the student may drop the full semester but she has to complete the attendance of that drop out semester after appearing in the final semester examination and shall have to appear in the drop out semester examinations according to the Even & Odd Semester policy. In such cases, she will not be required to pay the re-admission fee and the entire semester fee (if she has already paid the drop out semester's fee) to complete the attendance of the drop out semester.

(c) The above instructions shall be applicable to all the U.G./P.G. Courses being run in the affiliated, maintained/Associated colleges, University Teaching Departments and U.I.L.M.S.Gurugram.

31. Provision for appearing in additional subject(s):

A candidate who has passed three year degree course of this University may appear in additional subject(s) of B.A. (Pass Course) only in non-practical subjects in the subsequent examination except in the subject(s) with which he/she has already passed the course.

The current syllabi and scheme prevailing in the B.A. (Pass Course) of Part-I/II/III of Distance Education mode shall be applicable. The examination for additional subject(s) shall be held in the month of March/April for Part-I and Part-II and in the month of October/November for Part-III. The passing marks shall be the same as available in the Common Ordinance for three year

courses or the concerned Ordinance. A candidate appearing under this clause shall apply online for Part-I and Part-II simultaneously on the University website and for Part-III in immediate supplementary examination

**For B.Ed. (Additional):**

A person, who has already passed the examination for the degree of Bachelor of Education from this University, may opt, as an additional subject, any of the subjects or a craft, other than those in which he/she has already passed. He/she may be admitted to the examination on submission of application on the prescribed forms and on payment of admission fee as for the whole examination.

Provided that:

- (i) In the case of a teaching subject the candidate must have already passed the degree examination in that subject,
- (ii) In addition to the written paper of the teaching subject, the candidate shall undergo a practical test in the teaching of the additional subject taken by him/her.
- (iii) In the case of craft, he/she shall join recognized colleges for training in the craft for one term.

The examinations for B.Ed. additional subject(s) shall be held annually in the month of June/July for Part-I and II simultaneously.  
It shall also be applicable to the students of old scheme.

**Note:**

- (a) The student appearing in additional subject(s) under this clause shall have to submit hard copy of the print out of application form, fee receipt alongwith other required documents to the concerned Result Branch. The last date for depositing the said documents in the concerned Branch of this University shall within the seven days of the last date of filling online form of the University website.
- (b) Minimum marks required to pass the additional subject(s) shall be the same as prescribed in the concerned Ordinance.

**32. Internal Assessment marks:-**

- (a) The Internal Assessment/Sessional marks should be supplied by the Head/Principal/Director of the Department/College/Institute within 30 days of the commencement of the examinations.
- (b) Thereafter, a penalty/late fee of Rs.100/- per student per subject shall be levied upon the concerned Department/ College/Institute upto 10 days from the expiry of period of 30 days of the commencement of the examinations. This penalty/late fee shall not be charged from the student by the Department/College/Institute.

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- (c) If still, internal assessment/sessional marks are not supplied by the Department/College/Institute, then the result of the candidate(s) shall be declared by proportionating the marks of concerned theory paper in which he/she has been declared as pass. Marks of candidates having re-appear shall not be proportionate in this case.

33. External Awards (Practical Examination):

- (a) The external awards (Practical) should be supplied by the Head/Principal/Director of the Department/Colleges/Institute according to the schedule of Practical Examinations
- (b) Thereafter, late fee of Rs. 25/- per student per subject shall be charged from the Department/College/Institute concerned within 30 days after the practical examinations. This penalty/late fee shall not be charged from the student by the Department/College/Institute.
- (c) No External Awards shall be entertained by the University if the same are received in the University after 30 days of schedule of Practical Examination and after declaration of results. However, the Controller of Examinations may condone the delay on merit of each case to accept such awards, with late fee of Rs.100/- per student per subject from the concerned Department/College/Institute before next examination. This penalty/late fee shall not be charged from the student by the Department/College/Institute

34. The student who failed to qualify/pass the Environment Science subject in the 1<sup>st</sup> attempt at UG/1st module of Integrated Course, which is a qualifying subject, shall have to submit the examination form for re-appear on the University website as a theory paper, within the maximum period prescribed in the concerned Ordinance. He/she shall appear in the re-appear examination alongwith even semester examinations. The final result shall not be declared by the University till the student has qualified this subject.

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**MINUTES OF THE MEETING OF THE PROFESSIONAL CONSULTANCY BY THE TEACHERS OF THE UNIVERSITY AGAINST CHAPTR-62 OF THE ORDINANCE PART -III CONSTITUTED BY THE VICE-CHANCELLOR HELD ON 16.01.2018 AT 11.30 A.M. UNDER THE CHAIRMANSHIP OF DEAN ACADEMIC AFFAIRS TO REFRAME THE CONSULTANCY POLICY.**

The following members present :-

1. Prof. A.K. Rajan, Dean, Academic Affairs - Chairman
2. Prof. Munish Garg, Deptt. of Pharmacy
3. Prof. Parmod Mehta, Centre for Biotechnology
4. Prof. Radhey Shyam, Department of Psychology
5. Prof. Nasib Singh Gill, Deptt. of Comp. Sc. and Applications
6. Prof. Anil Chhillar, Centre for Biotechnology
7. Prof. Mehtab Singh Rana, Department of Geography

The University framed rules for Professional Consultancy by the teachers of the University vide E.C. Reso. No 39 dated 23.06.2006. However, in emerging scenario, need for reforming of the rules for Consultancy services has been felt. The Committee constituted for the purpose met on different dates and resolved that the consultancy policy is reframed and draft is annexed at Annexure-A. Further, the Committee recommended that the consultancy Cell headed by the Director, Consultancy be established to co-ordinate and guide the consultation activities of the University and to take suitable administrative action to control such activities as per rules framed by the University in this regard.

(A.K. RAJAN)

(MUNISH GARG)

(PARMOD MEHTA)

(RADHEY SHYAM)

(NASIB SINGH GILL)

(ANIL CHHILLAR)

(MEHTAB SINGH RANA)



## MAHARSHI DAYANAND UNIVERSITY, ROHTAK

### RULES FOR CONSULTANCY SERVICES OF THE UNIVERSITY

#### PREAMBLE

Maharshi Dayanand University, Rohtak (hereinafter referred to as "MDUR") is dedicated to excellence in teaching and research in consonance with the contemporary and future needs of India. In addition to offering various teaching and research Programs, MDUR actively encourages its faculty members and other academic staff members to undertake consultancy projects with industry and other comparable institutions of higher learning in order to create new knowledge and widening the research profile of its faculty and staff members. This policy document, compress the processes to support these efforts.

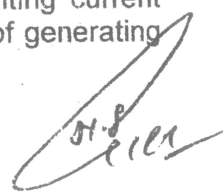
#### CONSULTANCY RULES AND NORMS

##### 1. SCOPE OF CONSULTANCY SERVICES OFFERED

- 1.1. Consultancy Services may be offered to industries, service sectors, government departments and other national & international agencies in areas of expertise available in MDUR.
- 1.2. The service offered shall be along the lines of 'Professional Services' and will hence carry with them obligations and ethical requirements associated with such services as indicated in the standard terms and conditions (Annexure 1).
- 1.3. Consultancy services offered may cover a variety of activities including expert advice, use of animal house facilities, instrumental analysis, computing facilities, *in vitro* and *in vivo* biological assays, tissue culture techniques, geo-informatics based consultancy, personal and professional counseling, sample testing etc.
- 1.4. All Consultancy works job need to be structured and executed in the spirit of promoting MDUR-Industry Interactions, as a vehicle for augmenting current levels of excellence in teaching and research and in the process of generating funds.

##### 2. CONSULTANCY PROJECTS CATEGORIES

- 2.1. Each project shall be undertaken either under:



- (a) Standard Terms and Conditions, or
- (b) Specific Agreement or Memorandum of Understanding (MoU) describing the details of Contract and requires legal and expert clearance

In the former case, the work is taken up in good faith between the Principal Investigator (as defined in item 3) and the client, the obligations and responsibilities of both parties being limited by the standard terms and conditions. A copy of the Standard Terms and Conditions is attached as Annexure 1.

The latter case refers to projects that usually involve non-disclosure agreements, detailed negotiations of contract terms and signing of contracts in the form of agreement or MoU covering various aspects such as deliverables, milestones, payment schedules, role and responsibilities of the parties, non-disclosure of confidential information, disputes resolution, liability, Intellectual Property Rights (IPR) matters, arbitration, and other applicable laws. These projects involve significant amount of effort and time associated with the negotiation and implementation of the research contracts.

2.2 Consultancy and related services offered will be categorized mainly as under:

- (a) Category 1: Individual Consultancy: Consultancy that solely based on the expertise of the Principal Investigator (as defined in item 3) and does not involve significant use of any institutional facilities.
- (b) Category 2: Departmental Consultancy: Consultancy that requires departmental and/or inter departmental expertise and involves the use of University infrastructure / facilities such as equipment, instrument, laboratory staff, etc.

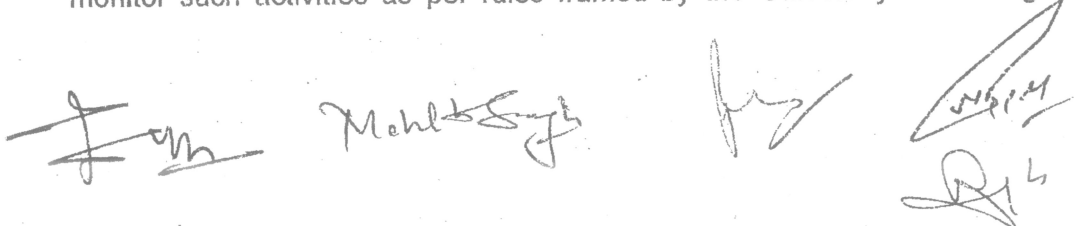
NB: The consultancy and related services should not normally interfere with the regular teaching and research in the University.

### 3. ELIGIBILITY FOR UNDERTAKING CONSULTANCY

Consultancy and related assignments can be taken up by full-time faculty member(s) of Department(s), Institute(s), and Centre(s) of MDUR.

### 4. GENERAL CONSULTANCY RULES

- 4.1 Director, Consultancy will co-ordinate and guide the consultation activities of the University and to take suitable administrative action to regulate and monitor such activities as per rules framed by the University in this regard.



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He/She may exercise such authority as may be vested in him/her by the Vice-Chancellor.

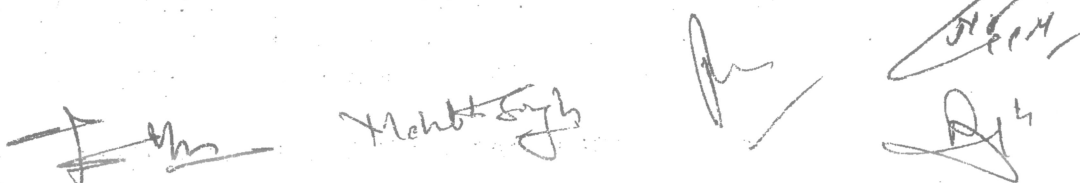
- 4.2 All consultancy assignments by faculty members should be undertaken with prior permission of Director Consultancy with a copy to the concerned Head of the Department / Director of the Institute/centre for information.
- 4.3 A faculty member may be allowed to spend normally a maximum of 20 days (This period will be treated as Duty Leave) in a year for consultancy. In special cases of consultancy beyond 20 days, Vice-Chancellor's permission may be sought.
- 4.4 The remuneration for consultancy should be received by a Cheque/Demand Draft/Online Transfer in favour of Finance Officer of the University. **Individual Faculty members/Department should not receive consultancy amount directly.**
- 4.5 GST and other taxes as applicable should be paid by the client and PI should include the same in the total cost of consultancy project. Consultancy work Performa invoice available as Annexure 2 can be used.
- 4.6 Permissible Daily Allowance (D.A) / Travelling Allowance (T.A) are to be paid according to University rules or as per agreement with the client and PI, and it should not be included in the consultancy fees.
- 4.7 Before accepting the consultancy job, the faculty member shall obtain the approval as mentioned in 4.1 and the format (Annexure 3) for Approval for Consultancy Works can be used.

## 5. DISTRIBUTION OF CONSULTANCY FEES

5.1. The consultancy fee shall be distributed as under:

Consultancy Categories	PI and team members	University
Category 1 Individual Consultancy	80%	20%
Category 2 Institutional / Departmental Consultancy	40%	60%

The above breakup of the consultancy charges is for the internal administrative use of the University only and may not be revealed to the client for whom a lump sum figure of total consultancy charges may be quoted.



6. **CERTIFICATION**

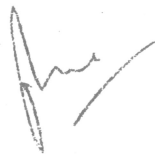
MDUR (through its PI) is not authorized to undertake certification in any form. At best, one can say that, on a given day, with a given sample, a well-defined test yielded the reported results.

7. **SUBMISSION OF FINAL REPORT**

After the completion of consultancy project, the Principal Investigator should submit the Final Report as per Annexure 5.

**NOTE:**

For all matters not covered in this document, as a general principle, Director, Consultancy may be approached for consideration on case to case basis.



## STANDARD TERMS AND CONDITIONS FOR CONSULTANCY SERVICES

1. **DECLARATION:** All works undertaken by MDUR as part of the project will be in good faith and based on material / data / other relevant information given by the Client requesting for the work.

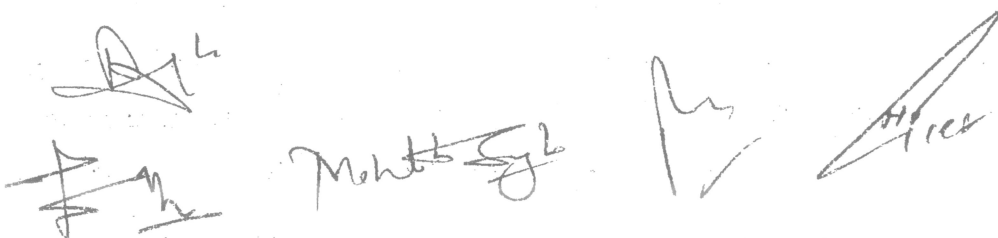
2. **CONFIDENTIALITY:** Due care will be taken by MDUR to maintain confidentiality and discretion regarding confidential information received from the Client, including but not limited to results, reports and identity of the Client.

3. **REPORTS:** Any test or other consultancy report given by MDUR will be based on work performed according to available standards and / or open domain literature. In any event, this report may not be construed as a legal document, certificate or endorsement and may not be used for marketing of the products or processes, without prior consent from MDUR. The MDUR reserves the right to retain one copy of the report and use the results of the project for its internal teaching and joint research and publication purposes.

4. **WORK PERFORMANCE:** Every effort will be made to complete the specified work according to the planned time schedule. However, MDUR will not be held responsible for delays caused beyond its reasonable control.

5. **CONFLICT OF INTEREST:** MDUR may take up work for other Clients also in the same area, provided, to the best of the institute's knowledge, there is no conflict of interest in undertaking such projects.

6. **PAYMENT:** Unless specified otherwise, 20 % payment of consultation charges to MDUR is to be made in advance before the start of the project through Cheque/Demand Draft (DD)/Online Transfer in favour of Finance Officer, Maharshi Dayanand University, Rohtak. The charges will also include any applicable tax and other levies, if any, as prescribed by the State / Central Governments from time to



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time. Rest of the 80 % amount shall be payable after completion of the work within a week time before finalization of the report.

**7. TERMINATION:** The Consultancy Project may be terminated by either party by giving the other party a notice period of 30 days. However, both parties will meet any residual obligations in connection with the project.

**8. LIABILITY:** MDUR shall not be held liable for any loss, damage, delay or failure of performance, resulting directly or indirectly from any cause, which is beyond its reasonable control (force majeure). The liability, if any, at all of MDUR shall be limited to the funds received for the Consultancy Project.

**9. INTELLECTUAL PROPERTY RIGHTS:** All rights pertaining to any intellectual property generated / created / invented in due course of the project, will be the joint property of MDUR and the Client. Terms and conditions regarding transferring / assigning / selling these rights to the Client shall be governed by a separate written and agreed to document if required.

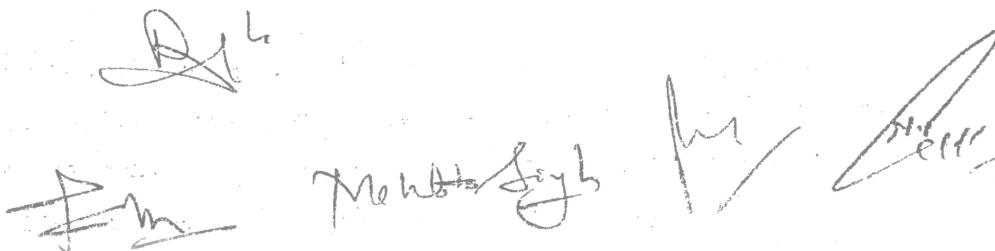
**10. RESOLUTION OF DISPUTES:** Any disputes arising out of the Consultancy Project shall be amicably settled by MDUR the Client. Any unsettled disputes may be subject to resolution as per the Indian Arbitration and Conciliation Act 1996 and the legal constraints are subject to Rohtak Jurisdiction only.

**PRINCIPAL INVESTIGATOR**

**CLIENT**

Place:

Date:

The block contains four handwritten signatures. The first signature is at the top left, followed by a signature that appears to be 'Im'. Below these are two more signatures, one of which is 'Mehar Singh', and a final signature on the right.

## ANNEXURE 2

**MAHARSHI DAYANAND UNIVERSITY, ROHTAK**  
**PROFORMA INVOICE FOR CONSULTANCY SERVICES**

[illegible]

**Amount Chargeable (in words): Rupees ..... only.**





Mode of payment (Kindly tick) Demand Draft ☐ Electronic Transfer ☐

1. For Demand Draft, No. .... dated ..... in favour of "Finance Officer,  
Maharshi Dayanand University" payable at Rohtak drawn at ..... Bank  
2. For Electronic Transfer, UTR No. .... dated ..... from ..... Bank  
3. TDS and/or other taxes  
as applicable

**For Maharshi Dayanand University, Rohtak**

**(Director Consultancy)**

**(Principal Investigator)**



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ANNEXURE 3

**MAHARSHI DAYANAND UNIVERSITY, ROHTAK**  
**APPROVAL OF CONSULTANCY PROPOSAL**  
*(For internal use only)*

Date:

1.	Name of the Principal Investigator (PI) and department															
2.	Type of consultancy	Individual / Departmental														
3.	Laboratory & Department(s) / Centre undertaking the work															
4.	Name of the client Organization															
5.	Date of commencement															
6.	Amount paid by the organization and Receipt No. & Date															
7.	Details of proposal															
	(i) Total consultancy fees to be collected from the organization	Rs.														
	(ii) GST	Rs.														
	(iii) Other applicable taxes and charges	Rs.														
	(iv) Expected Total expenditures (Materials and consumables to be used)	Rs.														
	(v) Balance amount (7i - 7 iv)	Rs.														
8.	Revenue sharing of consultancy fees	<table border="1"> <thead> <tr> <th colspan="2">Amount in Rs.</th> </tr> </thead> <tbody> <tr> <td>University Share</td> <td></td> </tr> <tr> <td>PI Share</td> <td></td> </tr> <tr> <td>Others if any</td> <td></td> </tr> <tr> <td>1.</td> <td></td> </tr> <tr> <td>2.</td> <td></td> </tr> <tr> <td>Total</td> <td></td> </tr> </tbody> </table>	Amount in Rs.		University Share		PI Share		Others if any		1.		2.		Total	
Amount in Rs.																
University Share																
PI Share																
Others if any																
1.																
2.																
Total																

- Encl: 1. Copy of signed terms and conditions (Annexure 1)  
 2. Copy of consultancy offer letter from organization (Annexure 4)  
 3. Details of the expenditures for materials to be used  
 4. The statement on the amount to be distributed among the staff members (both teaching and non-teaching if applicable)

PRINCIPAL INVESTIGATOR

DIRECTOR CONSULTANCY

*[Handwritten signatures of Principal Investigator and Director Consultancy]*



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ANNEXURE 4

(To be Typed on the Organization Letter Pad)  
**LETTER FOR CONSULTANCY WORKS**

Date: .....

Project Title :

Name and Address of the Organization :

Name of the Representative :

Designation :

Telephone: Fax:

Email :

Name of the Principal Investigator :

Designation :

Department :

Telephone: Fax:

Email :

Project Cost :

GST and other taxes as applicable :

Total Project Cost :

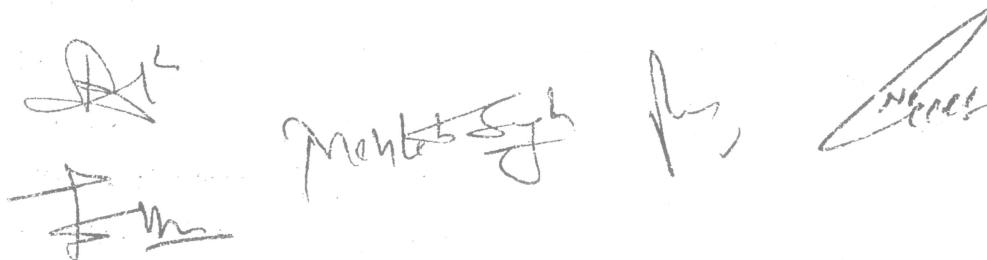
Duration of the Proposed Work :

Date of Commencement :

Date of Completion :

Scope of the Proposed Work :

Any other relevant details:

The bottom section of the form contains several handwritten signatures and initials. On the left, there are two distinct signatures. In the center, the name 'Ment Singh' is written in a cursive script. To the right of this, there are more initials and a signature, including what appears to be 'P.S.' and a signature that looks like 'Chand'.

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**DECLARATION:**

WE AGREE TO THE ABOVE PROPOSAL AND ALSO THE STANDARD TERMS & CONDITIONS OF MAHARSHI DAYANAND UNIVERSITY, ROHTAK.

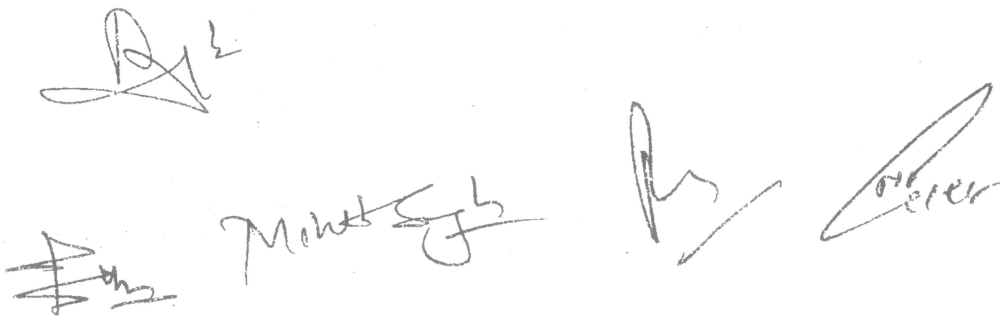
**Authorized Signatory of the Organization**

Signature: .....

Name: .....

Designation: .....

Date: .....

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Annexure 5

## MAHARSHI DAYANAND UNIVERSITY, ROHTAK

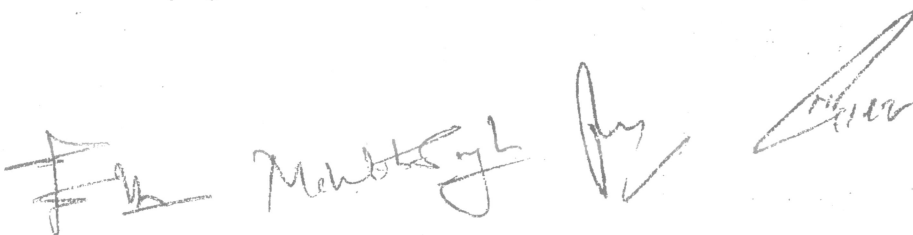
### FORMAT OF FINAL REPORT OF CONSULTANCY PROJECT

1	Name of Principal Investigator and department															
2	Type of consultancy project	Individual / Departmental														
3	Organization for which the consultancy work has been done															
4	Date of commencement															
5	Date of completion															
6	Total consultancy fees received															
7	Distribution of consultancy fees as per consultancy norms laid down by the University	<table border="1"><thead><tr><th colspan="2">Amount in Rs.</th></tr></thead><tbody><tr><td>University Share</td><td></td></tr><tr><td>PI Share</td><td></td></tr><tr><td>Others if any</td><td></td></tr><tr><td>1</td><td></td></tr><tr><td>2</td><td></td></tr><tr><td>Total</td><td></td></tr></tbody></table>	Amount in Rs.		University Share		PI Share		Others if any		1		2		Total	
Amount in Rs.																
University Share																
PI Share																
Others if any																
1																
2																
Total																

(Signature of Principal investigator)

#### Encl:

1. Copy of approval letter for consultancy services (Annexure 3)
2. Final technical report duly signed by both PI and the external organization to which consultancy services offered
3. Duly signed distribution of consultancy fees to different investigators if applicable



MAHARSHI DAYANAND UNIVERSITY

**MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR  
HELD ON 16.10.2017 AT 10-30 A.M. IN THE OFFICE OF DEAN ACADEMIC AFFAIRS,  
M.D.UNIVERSITY, ROHTAK WITH REGARD TO SUITABLE ADDITION/ALTERATION AND  
SUBSTUTION WORDS IN THE UNIVERSITY VISION AND MISSION.**

Following were present:

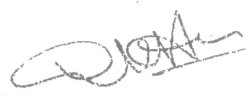
1. Prof. Ajay K. Rajan, Dean Academic Affairs
2. Prof. Gulshan Taneja, Director, IQAC.
3. Prof. Pradeep Ahlawat, Director, RUSA.

The committee considered the matter in detail and recommended that words of Vision and Mission of the University be substituted as under :-

Existing	Proposed
<p><b><u>Vision</u></b></p> <p>The University envisions promoting quality education and research through inter-disciplinary understanding state-of-art learning, and the use of emerging knowledge for developing world class human resources capable of mastering the global challenges of future technology and management. The University seeks to create, preserve, and disseminate knowledge to build competitive capability for holistic development of man and society.</p>	<p>The University aspires to be a leading 'transformative learning community' recognized world-wide for excellence in teaching, research and service and as a catalyst for intellectual, social, cultural and economic development.</p>
<p><b><u>Mission</u></b></p> <p>The University is committed to encourage inter-disciplinary higher education and research to spread knowledge to every strata of the society. It aims at creating an innovative, value-based and research oriented world-class learning environment and establishing itself as a centre of excellence.</p>	<p>The University is committed to transform lives and serve the society through pursuit of excellence in teaching, innovation, lifelong learning, cultural enrichment and outreach services.</p>
<p><b>To achieve its Vision and Mission, the University will endeavour:</b></p> <ol style="list-style-type: none"> <li>1. To provide intellectually inspiring, academically challenging and supportive environment conducive to positive personal growth.</li> <li>2. To provide a comprehensive education, benchmarked against the highest global standards.</li> <li>3. To engage in innovative, high-impact and leading-edge research within and across disciplines</li> <li>4. To produce graduates of distinction committed to academic/professional excellence and lifelong learning.</li> <li>5. To provide a safe, healthy and sustainable workplace.</li> <li>6. To act in partnership with the community over the generation, dissemination and application of knowledge</li> <li>7. To act as a gateway and forum for scholarship with rest of the world</li> </ol>	

  
(AJAY K. RAJAN)

  
(GULSHAN TANEJA)

  
(PRADEEP AHLAWAT)  
PRADEEP



### *Vision*


*The University envisions promoting quality education and research through inter-disciplinary understanding state-of-the-art learning, and the use of emerging knowledge for developing world-class human resources capable of mastering the global challenges of future technology and management. The University seeks to create, preserve, and disseminate knowledge to build competitive capability for holistic development of man and society.*

### *Mission*

*The University is committed to encourage inter-disciplinary higher education and research to spread knowledge to every strata of the society. It aims at creating an innovative, value-based and research oriented world-class learning environment and establishing itself as a centre of excellence.*

### *Quality Policy*

*We visualize to establish and operate a quality regime that endeavors to make continual improvement in our systems and processes to the benefit of all the stakeholders in terms of accessibility and productively, relevance and excellence in the field of higher education with a strong sense of social responsibility and accountability.*



III Vision for Institution of Eminence:

S. No.	Information to be provided
a.	<p>Fifteen years Vision Plan including Mission Statement, Values, Institutional Goals and Vision to meet the Objectives and Characteristics of an Institution of Eminence with quantified milestones and timelines to achieve world class repute as expected in the Regulations.</p> <p><b>VISION:</b></p> <p>The University aspires to be a leading 'transformative learning community' recognized world-wide for excellence in teaching, research and service and as a catalyst for intellectual, social, cultural and economic development.</p> <p><b>MISSION:</b></p> <p>The University is committed to transform lives and serve the society through pursuit of excellence in teaching, innovation, lifelong learning, cultural enrichment and outreach services.</p> <p><b>CORE VALUES:</b></p> <p><b>Academic Excellence:</b> University strives for the uncompromising quality and highest standard of excellence in teaching, learning, research and scholarship across various disciplines.</p> <p><b>Pursuit of Excellence in Research and Innovations:</b> University is driven by research and innovation and ensures continuous engagement in the scholarly activities in the pursuit of innovation, creativity and excellence</p> <p><b>Morality and Ethics:</b> University upholds the highest ethical values, integrity and professionalism and an unwavering commitment to academic freedom, transparency and accountability.</p> <p><b>Social Commitment and Inclusiveness:</b> University commits to nurtures and preserve an environment of safety, trust, mutual respect, equality and diversity in its all endeavors to ensure fairness and inclusiveness</p> <p><b>Environmental Sustainability:</b> University is aware of its environmental responsibilities and embraces principle of sustainable development to ensure that any adverse environmental impact of its activities is minimized.</p> <p><b>Service:</b> University seeks to serve the diverse, personal and professional development needs of its constituents and encourage habit of engagement, caring, and civic responsibility by emphasizing a connect between service, excellence, and career growth.</p>



### MISSION

The University is committed to providing a world-class, internationally higher education and research to create knowledge to every strata of the society, and to creating an innovative, value-based, and technology-oriented world-class learning environment and establishing itself as a centre of excellence.

### VISION

The University envisions promoting clarity, excellence, and research through interdisciplinary, undergraduate, graduate, and postgraduate learning, and the use of science and knowledge for developing world-class human resources, capable of mastering the global challenges of science, technology and management. The University shall create, preserve, and disseminate knowledge for the competitive capability for holistic development of the nation and society.





ममता रा. अग्रवाल  
संयुक्त सचिव

**Mamta R. Agarwal**  
Joint Secretary



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*Amendment*  
विश्वविद्यालय अनुदान आयोग  
University Grants Commission  
(Ministry of Human Resource Development, Govt. of India)  
बहादुर शाह जफर मार्ग, नई दिल्ली-110 002  
Bohادر Shah Zafar Marg, New Delhi-110 002  
दूरभाष Phone: 011-23232568 फैक्स Fax: 011-23233831  
ई-मेल e-mail: mamtaranagarwal.ugc@nic.in

*Appendix 19*

F.No.1-1/2016(SU)

2nd November, 2016

The Registrars  
All State Universities (159)

**Subject : Amendment in the clause 5.5, 5.6 and 5.11 of the Guidelines For General Development Assistance to Central universities, State universities and Institutions Deemed to be universities during XII Plan period.**

Sir,

As you are aware, UGC had circulated the XII Plan Guidelines for General Development Assistance to Central universities, State universities and Institutions Deemed to be universities and the same are also available on the UGC website.

In order to (i) give more representation to the technical persons from the Central/State Government Departments such as Engineers, Architects, Landscaping Experts etc. (ii) to have more clarity with regard to the functions of the Building Committee and (iii) to have more transparency in the procedure, the Commission in its 518<sup>th</sup> meeting held on 2<sup>nd</sup> & 3<sup>rd</sup> September, 2016 approved amendments in clause 5.5, 5.6 and 5.11 of the UGC guidelines for General Development Assistance to Central Universities, State Universities and Institutions Deemed to be Universities during XII Plan. A copy of the approved amendments in clause 5.5, 5.6 and 5.11 in the XII Plan General Development Assistance is enclosed at Annexure.

You are requested to take necessary action under intimation to UGC.

Yours faithfully,

*Mamta*  
02 Nov, 16  
(Mamta R. Agarwal)



transparency in the procedure, the following amendments are suggested in Clause 5.5, 5.6 and 5.11 of the UCC guidelines for General Development Assistance to Central, State Universities and Institutions Deemed to be Universities during XII Plan:

Present provision in the Guidelines for General Development Assistance to Central, State Universities and Institutions Deemed to be Universities During XII Plan period	Amendment suggested
<p>Clause 5.5</p> <p>Each University shall have a Building Committee consisting of the Vice-Chancellor (Chairperson of the Committee), a representative of the CPWD or PWD Undertaking not below the rank of Executive engineer, a representative of the Planning Board, the Registrar, the Finance Officer, and a representative of the user Department along with two teachers of the university not below the rank of Professor nominated by the vice-Chancellor. The Building Committee may also associate the Head, Department of Civil Engineering (where it exists), Head, Department of Electrical Engineering (where it exists), or the Principal of the Engineering College in the University (where it exists). If there is no Engineering Department or College of the University, it may associate a person from the nearby University, the University Engineer, or the University Architect or a Government Architect. The Registrar will act as the Member Secretary of the Building Committee.</p>	<p>5.5</p> <p>Each University shall have a Building Committee consisting of the following:-</p> <ul style="list-style-type: none"> <li>(i) Vice-Chancellor      Chairperson</li> <li>(ii) A representative of the Planning Board of the University</li> <li>(iii) A representative of the user Department</li> <li>(iv) Two Professors/Associate Professors of the University nominated by the Vice-Chancellor</li> <li>(v) Finance Officer of the University</li> <li>(vi) Principal of the Engineering College of the University or Head of Civil Engineering Department (where it exists), otherwise a person of equal status from a neighbouring University/College</li> </ul>

	(vii) Chief Engineer (Civil) of CPWD or State PWD or his representative not below the rank of Superintending Engineer
	(viii) A retired Chief Engineer/Superintending Engineer (Civil) of CPWD/State PWD/Public Sector Undertaking
	(ix) Superintending/Executive Engineer (Electrical) of CPWD or State PWD
	(x) Superintending/Executive Engineer (Public Health) of CPWD or State PWD
	(xi) University Engineer
	(xii) Senior most Architect of the University (where it exists), otherwise a Chief Architect or person of equal status from a neighbouring University/College
	(xiii) Chief Architect/Deputy Chief Architect or a person of equivalent status from a Central or State Department
	(xiv) Senior most Landscaping Expert of the University (where it exists), otherwise from some neighbouring Institution/ Government Department/ Public Sector Undertaking or to be hired as a consultant by the University for a limited period

(xv) Registrar

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Secretary

University may consider paying reasonable remuneration to the hired experts so that they devote the required time and make valuable contributions.

## Clause 5.6

The Building Committee should be responsible for finalizing the plans and estimates of the various building projects proposed to the UGC and for ensuring the completion of the buildings in accordance with the approved plans and estimates and proper utilization of the funds received from the UGC, the Government, and from the University's own resources.

## 5.6

The Building Committee shall be responsible for finalizing the plans and estimates of the various building project proposals and for ensuring the completion of the building in accordance with the approved plans and estimates and proper utilization of the funds.

The Building Committee should also ensure the following:

- (i) Value Architecture and Value Engineering:  
That the Architects involved suggest value architecture with a view to economize the project by avoiding unnecessary high cost options, without compromising on quality. The Value Engineering also aims to achieve the same goal.
- (ii) That the master plan not only takes care of the immediate requirements but also takes into account future expansion scopes for varied and unforeseeable needs.

	<p>(iii) That the implementation of the project is properly prioritized so as to take up only essential works in the first/earlier phases e.g. teaching-learning infrastructures like class rooms, hostels, faculty residences etc. It may also consider certain modular designs, which can be expanded gradually in future as per requirements.</p> <p>(iv) That the Faculty residences should only as per immediate needs.</p> <p>(v) That the Guest House should not be too big which remains underutilized.</p> <p>(vi) That a 'Plantation Master Plan' for the whole campus, involving experts in landscaping, horticulture, forestry etc., is prepared to plant maximum number of trees and plants, wherever possible e.g. along boundary walls/roads/tracks, in empty spaces which are not to be used for any other purpose.</p> <p>(vii) That the green building concept is adopted so that the proposed buildings are less power consuming. Use of solar energy should be promoted.</p> <p>(viii) The Planning should include rain water harvesting and waste water recycling.</p> <p>(ix) That no wasteful expenditure is incurred on any component.</p>
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<p>Clause 5.11</p> <p>After the approval by the Building Committee, the University may place the proposal for the building project, before Finance Committee for its approval alongwith a certificate that the plans and estimates are in conformity with the norms as suggested by the UGC. There is no need to send the building proposals to UGC.</p>	<p>5.11</p> <p>After the approval by the Building Committee, the University <u>shall</u> place the proposal for the building project, before Finance Committee for its approval alongwith a certificate that the plans and estimates are in conformity with the norms. There is no need to send the building proposals to UGC, but detailed information shall be sent to UGC in prescribed format, which will be examined by the UGC with the help of a Standing Committee constituted by the Chairman, UGC for the purpose. Comments of the Expert Committee, if any, shall be incorporated in the Building Committee decisions.</p>
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#### THE POINTS UNDER CONSIDERATION

The Commission may consider amendment in Clause 5.5, 5.6 and 5.11 of the UGC guidelines for General Development Assistance to Central, State Universities and Institutions Deemed to be Universities during XII Plan.

#### PREVIOUS DECISION OF THE COMMISSION

The Commission approved the UGC guidelines for General Development Assistance to Central, State Universities and Institutions Deemed to be Universities during XII Plan.

The matter is placed before the Commission for consideration.

From

Principal Secretary to Government of Haryana,  
Health Department, Chandigarh.

To

1. Chief Secretary, Government of Haryana, Chandigarh.
2. Addl. Chief Secretaries/Principal Secretaries of all the Departments.
3. Secretary to Hon'ble Governor.
4. The Registrar Punjab and Haryana High Court Chandigarh.
5. Principal Accountant General (A&E and Audit), Haryana, plot No. 4&5, Sector-33, Chandigarh.
6. All Heads of the Departments.
7. All Directors of Government/Government Aided Medical Colleges.
8. All Managing Directors of Boards/Corporations.
9. Director, Public Relations and Affairs Haryana.
- ✓ 10. All the Civil Surgeons of the State.
11. All the Directors/Medical Superintendents/CEO's of all Empanelled Hospitals.
12. State National Informatics Centre, Haryana, Chandigarh.

No. 2PM-Cashless-2017/ 13626 - 13786

Dated 20/11/2017

**Subject:- Regarding providing Limited Cashless Medical Facility to Regular Haryana Government Employees and Pensioners w.e.f. 30.11.2017.**

Kindly refer on the subject cited above.

The policy of providing **Cashless** Medical Services to Haryana Government Employees and Pensioners has been seeking the attention of Government. The State Government has decided to provide limited **Cashless** Medical Services to Haryana Government Employees and Pensioners w.e.f. 30<sup>th</sup> November 2017.

2. The **SALIENT FEATURES** of the scheme are as under:-

- I. The scheme shall be **cashless** and only for **Regular** Haryana Government Employees and Pensioners. Spouses/dependents of **Regular** Haryana Government **Employees/Pensioners** are not covered under this scheme. However, the Spouse and Dependents of **Employees /Pensioners** shall be entitled for treatment as per the existing policy of reimbursement issued by this office vide memo no. 2/8/88-1HBIII dated 06.05.2005.
- II. This Limited **Cashless** Medical Facility shall be applicable **ONLY** for six (6) life threatening conditions namely **CARDIAC EMERGENCY**,

**ACCIDENTS, CANCER STAGE 3<sup>RD</sup>& 4<sup>TH</sup>, COMA, BRAIN HAEMORRHAGE AND ELECTROCUTION.**

- III. This scheme will be applicable at all Government Medical Colleges/ Government aided Medical Colleges in Haryana, all district hospitals, other health institutions of Haryana Government, and all private Hospitals empanelled under the Haryana Government vide office Memo No. 2/276/2012-IHBIII dated 13.08.2015 and department letter no. 16/228-2PM-2017/13246-13446 dated 14.11.2017, and thereafter.
- IV. All departments of the State Government will issue valid identity cards to their **REGULAR** Employees and Pensioners to entitle them for availing limited **cashless** medical services. The pensioners shall carry the PPO (Pension Pay Order). These will be accepted as proof of identity by all the Government /Private empanelled health facilities for giving limited **cashless** services to them. Departments shall link their Identity cards to Aadhar Numbers.
- V. It will be the responsibility of the **beneficiary** to produce the valid ID card/PPO No. to the hospital in order to establish his/her identity of **regular Employee/Pensioner**.
- VI. It will be responsibility of the health institutions to ask for the identity cards/PPO's from the Employees / Pensioners and to explain to them whether the condition/surgery/procedures/disease is covered under **cashless** medical facility or not.
- VII. **Finance department** and NIC shall make available the data for identification of employees culled out from HRMS data. This data shall be sent to **Health Department**. The **Health Department** shall upload this data on their official website. The database of the pensioners with PPO numbers shall also be similarly made available to the Health Department by Finance Department and NIC. This shall also be uploaded on the Official website of the **Health department** In case the hospital wants to verify the entitlement of the **beneficiary** the same can be done by counter checking it on the website of the Health Department.
- VIII. A ceiling of **Rs. 5,00,000/- (Rs. Five Lacs only)** for limited **cashless** treatment is fixed. If the cost of the treatment exceeds this amount, the excess amount will be paid by the Employee/Pensioner. This amount can later be got reimbursed from his/her department as per the entitlement and existing reimbursement policy.

- IX. Implant or device shall be given in **Cashless** mode only if the cost of same has been fixed by the Haryana Government as circulated vide this office Memo no. 2/56/2014-IHB III, dated 21.05.2015. The Govt. of India has notified the rates of cardiac stents and knee implants in 2017. These rates shall be applicable in place of Haryana Govt. rates. For implant / device whose cost has not been fixed by the Centre/ State Government, the **Employee/ Pensioner** shall make payment for the same and later get it reimbursed as per the existing reimbursement policy.
- X. For the diseases not covered under the Para 2(II), the Employee/Pensioner will make the payment to the hospital and shall get it reimbursed from their respective department as per the existing reimbursement policy.
- XI. It will be the responsibility of the respective Head of Department/Head of Office to ensure payment/disposal of all the medical bills raised by Hospitals providing **cashless** health service must be cleared **WITHIN 60 DAYS** of the receipt of bill.
- XII. The **cashless** medical bills for **cashless** service given by the hospitals and sent to the respective department will be dealt in the O/o Head of the concerned Department and payment made to the hospital in time.
- XIII. The Nodal Officers will be responsible in processing of bills, transfer of funds, to address any delay in payments and/or share grievance etc.
- XIV. All Government/Private empanelled health facilities and all the Government departments will appoint their respective Nodal Officers with a dedicated cell and share the contact details of the same on their official website as well as send an email to the **Health Department**. The **Health Department** will create a new page and will upload the details of the Nodal Officers of all the departments, medical colleges, **Private Empanelled Hospitals** on their website.
- XV. The services being provided on PPP mode shall be given in cashless mode and will continue to be free for Haryana Government Employees and beneficiaries. These services shall include the cathlab services too. The expenditure incurred shall be fit charge under Mukhya Mantri Mufat Ilaj Yojana (MMIY).
- XVI. The expenditure incurred on providing cashless services to **Regular** Haryana Government Employees/Pensioner in the above mentioned six categories of diseases by the **Government Medical Colleges, Government**



Aided Medical Colleges shall be fit charge under Mukhya Mantri Mufat Haaj Yojana (MMIY).

- XVII. Rates for any package / procedure / surgery like organ transplant etc. and devices / implant rates fixed by the State Government from time to time, shall be applicable on all the Government Health Facilities and Empanelled Private Hospitals. These rates are displayed on the website of the Health Department.
- XVIII. In case any fake bill or duplication of claim is reported, the **beneficiary / institution** is liable to be penalised for major penalties under the Haryana Civil Services (Punishment and Appeal) Rules, as amended from time to time. In case, any wrong bill/fake treatment is reported and confirmed, the hospital is liable for de-empanelment and it will be the responsibility of the concerned department to send the case to the **Health Department**.
- XIX. The **Health Department** will establish a dedicated cell which will monitor all the aspects of this scheme.

3. **ADDITIONAL INSTRUCTIONS FOR PRIVATE EMPANELLED HOSPITALS:-**


- i. The private empanelled hospital will give 100% **cashless** services for the treatment given under prescribed package rates of Government of Haryana.
- ii. If the **beneficiary** is treated for any conditions which is not covered by prescribed package i.e. Non Package, then:-
  - **For hospitals empanelled at PGI Rates + 75% of the balance amount :-** 80% of treatment will be made **cashless** and 20% of the final bill has to be paid by the **beneficiary** which later on may be submitted by the **beneficiary** to their concerned department for reimbursement under existing policy as per entitlement.
  - **For hospitals empanelled at PGI Rates only:-** 50% of treatment will be made **cashless** and 50% of the final bill has to be paid by the **beneficiary** which later on may be submitted by the **beneficiary** to their concerned department for reimbursement under existing policy as per entitlement.
- iii. In cases of Poly-trauma etc. where multiple packages are invoked for treatment given in the same sitting/operative procedure then the reimbursement claimed by the Private empanelled Hospital shall be as per the formula below:-
  - i) Highest Cost Package to be reimbursed @ 100 percent of the package cost.

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- ii) Second highest cost package @ 50 percent of the package cost.
  - iii) Third highest cost package @ 25 percent of the package cost.

All other subsequent cost packages @ 25 percent of the package cost.

- iv. Follow up services in OPD are not **cashless**. However, subsequently if there is an another episode of similar life threatening conditions as mentioned at clause 2(II) above, the same will again qualify for **cashless** services.
- v. Two hard copies of each and every bill have to be generated by the hospital, one for concerned department and another for the patient. The bills in original along with discharge summary shall be submitted by the hospital to the nodal officer of the respective department within 7 days of discharge through courier /speed post and a copy of the bill shall also be handed over to the **beneficiary** at the time of discharge. This is in addition to the office copy retained by the hospital. After completion of treatment, the **beneficiary** will counter sign the final bill raised by the hospital.
- vi. All empanelled hospitals will furnish their bank details (name of the bank, account number, IFSC code, MICR code, PAN number) with the bill to the concerned Nodal Officer of the department, for transfer of payment electronically.
- vii. A self declaration must be given by the **Private Empanelled Hospitals** along with every bill as per the following format  
[----- authorised representative of -----  
-----hospital do hereby solemnly affirm and declare that the present bill raised by this institution for the service/treatment rendered to Sh./Smt.-----  
----- under **cashless** mode is not more than our **normal** tariff for individuals/ collective service under any packages /non package.  
Also the documents supplied by this hospital are genuine.

The above policy may kindly be brought to the knowledge of all the concerned and a wide publicity be done.

  
Additional Secretary Health  
for Principal Secretary to Government,  
Haryana, Health Department,

**MINUTES OF THE MEETING OF COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR HELD ON 25.01.2018 UNDER THE CHAIRMANSHIP OF DEAN ACADEMIC AFFAIRS TO REFRAME THE INTELLECTUAL PROPERTY RIGHTS POLICY**

**Following Members were present**

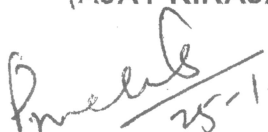
1.	Dr.Ajay K. Rajan,	Chairman
2.	Dr.Arun Nanda, Deptt. of Pharmaceutical Sc.	Member
3.	Dr.Munish Garg, Deptt. of Pharmaceutical Sc.	Member
4.	Dr.Parmod Mehta, Centre for Bio-Technology	Member
5.	Dr.Gulshan Taneja, Deptt. of Mathematics	Member
6.	Dr.Anil Chhillar, Centre for Bio-Technology	Member
7.	Dr.Bijender Singh, Centre for Microbiology	Member
8.	Dr.Krishan Kant Sharma, Centre for Microbiology	Member
9.	Dr.Rajiv Kumar Kapoor, Centre for Microbiology	Member
10.	Dr.Ajit Kumar, Centre for Bio-Informatics	Member

In the emergence scenario, there is an imminent need for the University to have Intellectual Property Rights Policy. Therefore, the Committee constituted by the Vice-Chancellor for the purpose met on different dates and deliberated upon it extensively and has framed draft of Intellectual Property Right Policy ( enclosed herewith) for kind perusal and approval of the Vice-Chancellor with the request that same may further be got approved through the Academic Council and Executive Council.

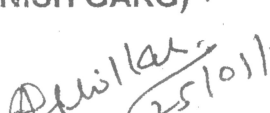
  
(AJAY K. RAJAN)

  
(ARUN NANDA)

  
(MUNISH GARG)

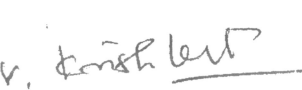
  
(PARMOD MEHTA)

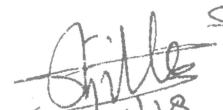
  
(GULSHAN TANEJA)

  
(ANIL CHHILLAR)

  
(BIJENDER KUMAR)

  
(RAJIV KUMAR KAPOOR)

  
(KRISHAN KANT)

  
(AJIT KUMAR)

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## Intellectual Property Rights Policy

### M. D. University, Rohtak

1.

#### Preamble

Maharshi Dayanand University, Rohtak (hereinafter referred to as MDUR), is committed to transform lives and serve the society through pursuit of excellence in teaching, innovation, lifelong learning, cultural enrichment and outreach services. MDUR came into existence by an Act No. 25 of 1975 of the Haryana Legislative Assembly in 1976, with the objective to promote inter-disciplinary higher education and research in the fields of environmental, ecological and life sciences.

MDUR recognizes the importance of intellectual property rights through patents, copyrights, trademarks and all other forms of IPRs, as recognised by the Indian laws, from time to time. MDUR is committed to ensure an effective IP management system that would act as an incentive for innovators who are engaged in knowledge creation. This would lead to greater professional recognition besides monetary gains through licensing fees and royalties to the researchers. Also, this would likely to lead to further innovations thus resulting in faster technological progress. Recognizing the importance of protecting the intellectual property rights, MDUR has framed this policy for the Intellectual Property Rights.

This Intellectual Property Rights Policy (hereinafter referred to as the Policy) of the MDUR seeks to provide guidance to academic staffs, students, supporting staffs and outside agencies on the practices and the rules of the MDUR regarding intellectual property rights (IPRs) and obligations which include the nature of intellectual property (IP), its ownership, exploitation, technology transfer and confidentiality requirements. The policy is expected to fulfil the commitment of the MDUR to promote academic freedom and provide a conducive environment for research and development.

2.

#### Objectives

The objectives of the Policy are as follows:

- a) to promote academic freedom and safeguard in creation of intellectual property at the MDUR;
- b) to create an environment for acquiring new knowledge through innovation and research, compatible with the educational mission of the MDUR;
- c) make the creator of IPR aware of the applicable laws and rules for ensuring their compliance; and
- d) to preserve the academic freedom to publish the research results and to make them aware that if they do decide on public release, the patent system cannot be brought into play thereafter;
- e) to ensure that once they decide to explore the prospects of commercialization of IP, they must disclose it to the MDUR, while continuing to keep the information confidential until patent applications are being processed.
- f) to provide a comprehensive single window reference system for all intellectual property rights issues relating to intellectual property generated at the MDUR;
- g) frame standards for do's and don'ts for the MDUR, creators of intellectual property and their sponsors relating to inventions, discoveries and original works originating from the MDUR;
- h) to safeguard the interest of creator of intellectual property and provide fair distribution of returns accruing from the commercialization of IPR;
- i) to help in introducing prudent IP management practices within the MDUR

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## Intellectual Property Rights Policy M. D. University, Rohtak

- to promote an IPR culture;
- j) to provide legal support, wherever necessary, to defend and protect the intellectual property rights obtained by the MDUR against any infringement/ unauthorized use.

### 3. Applications of Policy

This Policy and the subsequent Regulations are applicable to all University academic staffs, students and supporting staff, and shall be interpreted in accordance with current Indian Intellectual Property Acts.

### 4. Intellectual Property and Ownership

The University strongly encourages the applied research and development activities of its faculty members, students and supporting staff for the benefit of the public, with the terms of collaboration with any third parties generally consistent with this Policy, including the sharing of benefits.

When the University chooses to proceed in the transfer and commercial application of an invention, it shall award to the inventor(s) a reasonable share of proceeds from royalties and/or other income which may arise from such commercial application, as an incentive to participate in the protection of IPRs and its transfer to application, as further defined in the Regulations.

This policy covers all types of IPRs, *as recognised by the Indian laws for the time being in force*, and shall cover the following IPRs in particular:

- Patents
- Copyrights
- Trademarks & Service Marks
- Designs, Integrated Circuit layouts and other creative works
- Plant Varieties

#### 4.1 Patents

This section refers to intellectual property that is patentable or protectable by confidentiality agreements. Ownership of all inventions made by the creators within the scope of their technical expertise and/or assigned duties shall be owned by and assigned to the University. The MDUR will take steps to commercialize the property through patenting or agreements.

The intellectual property created through sponsored research will be governed as per details given in Section 7.1.1.

Royalty accruing or any type of payment received from the commercialization of the MDUR-owned intellectual property will be shared between the MDUR and the creators as per Section 9.

#### 4.2 Copyrights

The MDUR will not own the rights in copyrightable works such as books, articles, monographs, lectures, speeches and other communications produced by the staff in the course of research and teaching using MDUR resources.

Ownership of copyright of all copyrightable work shall rest with the author(s) with the following exceptions:

- a) The ownership of IP shall be determined in accordance with the specific provisions related to IP, made in contracts, if the work is produced during the course of sponsored and/or collaborative activity.
- b) The MDUR shall be the owner of the copyright of work, including software,

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created by the MDUR personnel with significant use of MDUR resources. The MDUR may demand assignment of the copyright in whole or in part depending on the degree of MDUR-supported resources used in producing the copyrightable work.

- c) The MDUR shall be the owner of the copyright on all teaching materials developed by the MDUR personnel as a part of any of the academic programs at the MDUR. However, the authors shall have the right to use the material in their professional capacity. As the traditional exception, the MDUR shall not claim ownership of copyright on books and publications authored by the MDUR personnel.
- d) The MDUR shall be the owner of the copyright of work produced by non-MDUR personnel associated with any activity of the MDUR with the intellectual contribution of the MDUR personnel. However, the author(s) shall have the right to use the material in her/his professional capacity. The students and their concerned supervisor(s) will jointly have the ownership of copyright in the thesis / dissertation / project report written by students.

Where copyright has not been assigned to the MDUR, the MDUR will be entitled to a non-exclusive, non-transferable license to use the work within the MDUR for non-commercial educational and research purposes, or to possess a limited number of copies for such purposes, whichever is relevant. Any copyrightable work generated as a work for hire will belong to the MDUR as per the terms of the original contract.

4.3

#### Trade Marks & Service Marks

The ownership of trademark(s)/ service mark(s) created for the MDUR shall be with the MDUR. In cases of all IP produced at the MDUR, the MDUR shall retain a non-exclusive, free, irrevocable license to copy/ use IP for teaching and research activities, consistent with the confidentiality agreement(s), if any, entered into by the MDUR.

The Director, IPR Cell, MDUR shall be responsible to take precautionary and/or corrective ensures to protect the Trade Marks and Service Marks owned by MDUR.

4.4

#### Designs, Integrated Circuit layouts and other creative works

Designs, integrated circuit layouts and other creative work created by the MDUR personnel without significant use of the MDUR resources and not connected with the profession for which they are employed at the MDUR, shall be owned by the creator(s).

Designs and integrated circuit layouts produced during the course of sponsored and/or collaborative software activity, specific provisions related to IP made in contracts governing the collaborative activities shall determine the ownership of IP.

The MDUR shall be the owner of all inventions including designs, and integrated circuit layouts, created by a team of the MDUR and non-MDUR personnel associated with any activity of the MDUR. Non-MDUR personnel, who create invention(s) including software, designs, and integrated circuit layouts at the MDUR without any intellectual contribution of the MDUR personnel and significant use of the MDUR resources, shall be the owner of such invention(s).

Except as stipulated above, the MDUR shall be the owner of all invention(s)

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including, design, and integrated circuit layouts, created at the MDUR.

4.5

#### Plant Varieties

In India, protection is available for any new plant variety or hybrid which possesses the characteristics of "Distinctness, Uniformity and Stability" or "DUS". The registration of a new variety with the Central Government's "National Registry of Plant Varieties" provides (a) exclusive rights to breeders (or their employers) for production and marketing of the variety, (b) authorizes use of registered varieties by scientists and researchers for development of further improved plant materials; and (c) provides clear rights to Indian farmers to collect and use the seeds harvested from their own crops for planting for their next crop. MDUR's plant varieties of field, horticultural and agro-forestry crops, including the new, extinct, essentially derived varieties (EDV), and transgenic plants protected as per the PPV&FR Act/ plant variety protection (PVP) laws of other countries, will constitute its protectable IP. These include:

All extinct varieties of MDUR, i.e., the previously notified varieties under section 5 of the Seeds Act, 1966, which have not completed 15 years from date of their notification. Protection of these varieties will be secured at the earliest.

New plant varieties identified for their worth (value for cultivation and use) in MDUR, which fulfill the essential criteria of distinctiveness, uniformity, and stability under the PPV&FR Act.

MDUR's plant varieties and transgenic plants, protectable as per corresponding PVP laws of other countries, in the form of PVP certificate, plant patent, etc.

5.

#### Legal status of IPR policy

This policy shall be applicable from the date notified by the MDUR. Any addition, insertion and / or deletion from the policy document, which curtails the rights of a researcher, will not operate retrospectively. Any alterations in this policy will not take effect until the UIPRMC (as mentioned in Section 6.1) takes a decision, and such changes would be effective for inventions and other research results arising out in the future.

An employee is required to observe the MDUR's policy on IPRs as may be decided by the UIPRMC from time to time.

#### Penalties

Aside from penalties which may arise from the violation of any other law or MDUR policy or guideline, any persons found to have violated any of the provisions of this policy shall suffer the penalties as decided by UIPRMC.

#### Repealing clause

This Policy expressly repeals the relevant clause(s) inconsistent with it.

6.

#### IPR-Administration

6.1

##### Institutional Arrangement for IP Management

##### a) Intellectual Property Rights Cell (IPR Cell)

- The IPR Cell will work as nodal agency in University to facilitate the creator(s) of MDUR in filing all applications for generation of IPRs, under the appropriate Indian / foreign law(s), wherever applicable, as the case may be, in conformity with the national issues & public interests.



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- IPR Cell will be headed by Director, IPR Cell, who will be nominated by Vice-Chancellor, MDUR, amongst the Professors of University.
- The IPR Cell will be wholly responsible for MDUR's IPR management under the guidance of following two committees:

b) University Intellectual Property Rights Management Committee (UIPRMC)  
The UIPRMC will be organized at MDUR, Rohtak for the management of its IPR regime. The UIPRMC will be the apex decision-making body concerning IPR management. The Committee will be constituted of following members:

- |  |                  |
|--|------------------|
| 1. Vice Chancellor   | Chairman         |
| 2. Dean Academic Affairs   | Member           |
| 3. Director, IPR Cell  | Member Secretary |
| 4. Registrar   | Member           |
| 5. Director Research   | Member           |
| 6. Two Deans of the Faculties<br>(nominated by the VC for a period of 2 years) | Members          |
| 7. Two Faculty Members<br>(nominated by the VC for a period of 2 years)        | Members          |

c) University Intellectual Property Rights Technical Committee (UIPRTC)  
The UIPRTC will be responsible for the technical evaluation of any IPR related matter, for further handling of generated IP on case to case basis. The Committee will be constituted of following members:

- |  |                  |
|--|------------------|
| 1. Dean Academic Affairs   | Chairman         |
| 2. Director, IPR Cell  | Member Secretary |
| 3. Director Research   | Member           |
| 4. Concerned HOD/Director  | Member           |
| 5. Applicant/Creator   | Member           |
| 6. Patent Agent<br>(nominated by the VC for a period of 2 years) | Member           |

## 6.2

### Responsibilities

#### 6.2.1

#### Responsibilities of creator(s)

- a) To make an invention disclosure in a thorough and timely manner of all inventions, discoveries and other works in which an IPR may be claimed and in which University has stake/share as described in this policy.
- b) To provide such assistance as may be necessary throughout the assignment process to protect and affect transfer of the intellectual property.
- c) To return all records and documents that is necessary for the protection of the intellectual property.
- d) To abide by all commitments made in license, sponsored research and other agreements made in accordance this Ordinance.
- e) To cooperate with the University with full responsibility in resolving all conflicts as may arise with respect to the IPs concerning to him/her and to make timely disclosure of such information which may hint towards any potential conflict relating to IP.

#### 6.2.2

#### Responsibilities of MDUR

- a) To manage IPR, including cost of patent / copyright, etc, assigning it for

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- economic use or licensing it similarly on terms to be finalized jointly by IPR Cell, creator(s) and financing agency, if any, for the research project which lead to such an invention/creation, in situation referred to in 7.1, when inventor/creator has withdrawn the right of management of intellectual property from the specialist agency of IPR Cell due to their non-performance.
- b) Provided that income from any such assignment/licensing for economic use will necessarily be receivable by the University in totality and distribution of inventor's/creator's and financing agency's share will be the exclusive responsibility of the University.

**7. Procedure for obtaining IPR through MDUR**

Any creator(s) desirous of filing an IPR application in connection with an innovative work done by them shall follow the procedure outlined below:

1. The creator(s) shall submit a detailed proposal along with Invention Disclosure form (Annexure II) and Confidentiality Agreement form (Annexure III) to the Director, IPR Cell, outlining their request to file an IPR application. The creator(s) may suggest names of outside experts who are qualified to evaluate the creative work and who may be invited by the Vice Chancellor to be a part of the UIPRTC.
2. The application will be processed by the office of Director, IPR Cell, as per the Intellectual Property Rights Policy of the MDUR. The IPR Cell shall have the right to consult on a confidential basis with appropriate experts in the field of IPR in question in order to assist in the assessment of innovation and its commercial potential in India and abroad.
3. The creator(s) shall give a presentation and ensuing discussions thereof, about their submitted proposal before UIPRTC. UIPRTC will assess the proposal and prepare its report on the basis of criteria laid down in Section 4.1, inclusive of addressing the issue of early publication, in case the proposal is accepted. The report shall be forwarded to Director, IPR Cell, for approval of Vice Chancellor, normally within 30 days.
4. On the recommendations of the UIPRTC, outside experts / Patent Agents may be employed by the MDUR (on terms & conditions to be approved by the Vice Chancellor) for handling the IPRs generated by the MDUR.
5. All forms of intellectual property generated during the course of research and development, such as Patents, Copyrights, Design registrations, Trademarks, etc. will essentially follow the same procedure as above.

**7.1 Evaluation Decision**

The UIPRTC of the MDUR will evaluate the disclosure made by the creator on the prescribed Invention Disclosure Form and determine whether there is a good prima facie case for believing that the intellectual property has economic value and it needs IPR protection. The MDUR shall communicate to the creator, normally within 30 days from the date of disclosure, its decision whether:

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- i. MDUR decides to own the intellectual property.
- ii. MDUR is decides not to own the intellectual property.

7.1.1

### Where the MDUR decides to own the IPR

- In this case, the MDUR will initiate all the steps to file the IPR under the relevant statutes, bearing the costs of the same. In this process, MDUR may hire external agencies and the creator(s) shall furnish such additional information and execute such documents from time to time as may be reasonably requested for effective protection and maintenance of proprietary rights of the MDUR in the intellectual property.
- Specific provisions relating to IPR made in contracts governing the collaborative /sponsored activity shall determine the ownership of IP in case of sponsored or collaborative research. Usually where there has been external corporate, foundation, trust, Government or industrial funding of any project, the intellectual property generated from such a project shall be owned by the University, creator of intellectual property and the funding agency jointly, under a specific agreement with the University.

7.1.2

### Where the MDUR decides not to own the IPR

- It shall merely record the fact of the creation of the intellectual property without prejudice to the rights of the creator and hold all information communicated in this regard by the creator, secret and confidential.
- The MDUR will have no liability to keep the information secret and confidential if the intellectual property subsequently either comes into public domain or is commercialised otherwise, by the creator(s).
- The MDUR will be entitled to a non-exclusive, non-transferable license to use the work within the MDUR for non-commercial educational and research purposes.
- The creator(s) will be free to file IPR independently and use it in consonance with Indian IPR laws.

7.2

### Authority of Contracts

All Commitments, Agreements, Memoranda of Understanding, etc. relating to technology transfer of MDUR-owned intellectual property will be granted in the name of the MDUR for and on behalf of the MDUR by the Registrar and Director, IPR Cell.

7.3

### Filing of IPR applications in foreign countries

- Subject to the provisions of section 39 of the Patent Act, 1970 the MDUR shall, decide on the suitability of protection of the invention in foreign countries within six months of filing the Complete IP Application in India if no secrecy direction is received from Patent Office.
- If the MDUR opts not to undertake such protection in any specific country requested by the inventor(s) relating to the application where no secrecy has been imposed by the Patent Office, the MDUR shall assign rights of the IP in that country to the creator(s) for the purpose of such protection.

7.4

### Maintenance of IP rights

- The University will pay the Patent Fees for the first seven years in all

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cases where patent is taken by the University (Registrar of the University jointly with Creator).

- If it is a joint patent with a sponsoring agency, the patenting costs may be equally shared. If the patent has been commercially exploited within the first seven years, the University shall pay the Patent Fees for the remaining period of the life of the patent. If the patent has not been commercially exploited within the first seven years, the University and the creator(s) shall share the subsequent instalments of renewal fees on 50:50 basis.
- If the creator(s) does not show interest in such renewals, the University can either continue the patent by paying the fees for its full term or withdraw application for the patent protection at its discretion.

### 8. Technology Transfer

- MDUR (on recommendation of UIPRTC) shall take all decisions for Technology Transfer, regarding any IP generated within MDUR, in accordance with relevant IPR laws.
- The MDUR shall strive to market the IP and identify potential licensee(s) for the IP to which it has ownership. The creator(s) are expected to assist in this process.
- MDUR shall explore the possibility of commercial exploitation of IP and also see the possibility to extend the benefits of IP for social upliftment.
- The IPR cell may also organize specific industry interactions for helping the inventors in showcasing their IPs and may contract the IP to Technology Management Agencies (Government / Private), which manage the commercialization of the IP.
- While showcasing their IP, the creator(s) and IPR cell shall answer the following questions before initializing market evaluation, licensing and technology transfer:
  - a) Does the technology offer a cheaper and / or a better way of accomplishing something?
  - b) Are there competing technologies available and if so how much better is the invention?
  - c) Does the invention provide a technological answer to an existing problem?
  - d) Does it have the potential for creating a new market?
  - e) How much investment, in both time and money, will be required to bring the invention to the market place?
  - f) Will the inventors continue to work on the invention?
  - g) What will be the potential pay-off for a company that makes an investment in the development of the invention?
- The MDUR may contract the IP to Technology Management Agencies (Government/NGO/Private), regarding the social and/or commercial exploitation of the IP.
- Licenses may be awarded on an exclusive or non-exclusive basis and may provide for payment of license fees, milestones, royalties or other income to the owner(s) of the intellectual property. In case of IP arising out of sponsored research, following guidelines will be followed for licensing:

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- a) When the creator(s) generates an IP at MDUR, the sponsor will get an option to license the resulting IP on terms to be negotiated on a case-by-case basis. The sponsor has to either accept or refuse its 'first-refusal option' within 90 days of the date of the offer of the option by the University to the sponsor. If the University find that the sponsor has not taken steps to commercialize the property within one year of acceptance of the option, the University will be free to revoke the license. Confidentiality agreements will continue to apply in that event.
- b) If the sponsor refuses to exercise his or her first-refusal licensing option, the University will proceed to commercialize the IP in such manner as it deems fit.
- c) The University may, at its own discretion, contract with sponsors to allow the specific rights, whether exclusive or non-exclusive, in the IP whose creation they sponsor, if in the University's opinion the granting of such rights will facilitate the commercialization of the IP.
- If the MDUR is not able to commercialise the IP in a reasonable time frame, then it may reassign the rights of the IP to the creator(s) of the IP. Alternatively, if the MDUR has not been able to commercialise the creative work in a reasonable time frame, the creator(s) may approach the Director, IPR Cell for the assignment of rights of the invention(s) to them.
- In case of IP involving more than one creator, a coordinator from among the creators shall be identified by the creators, for IP protection purposes. At this stage all members of the group of creators shall sign a revenue sharing agreement for the IP, as and when they accrue. This revenue sharing agreement may be modified at any time on mutual consent among the creators and intimated to the Director, IPR Cell. Any conflict with regard to revenue sharing among the creators will be resolved by the MDUR and the same will be binding on all the creators of the IP.

9.

### Revenue sharing

The revenue generated from the Intellectual Property shall be distributed as follows:

- a) When the individual researcher or a team of researchers is the Creator and has used substantial MDUR resources, the Revenue shall be shared amongst the creator(s), the MDUR and Support Staff (as recommended by the principal creator) as 50%, 40% and 10% respectively.
- b) When the creation is the result of funded research, the income from economic use to be received from the Institution funding the research will be on revenue sharing basis at the level determined in the agreement assigning economic use of intellectual property to that institution when it is the economic user. Thus, for example, an outside funding agency may stipulate (while awarding a research project) that all income generated from the IPRs (emanating out of the research project) shall be shared on a 1:1 basis, between the outside funding agency and MDUR. In such cases, the MDUR share shall be shared between the team of researchers, the MDUR and support staff (as recommended by the principal researcher) as 50%, 40% and 10% respectively.
- c) When a Company, Industry or Commercial Undertaking other than Funding Institution is the economic user, the income receivable from the economic

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- d) The shares as mentioned above shall be determined after deducting the direct expenses if any from the total income received by the MDUR.
- e) The creator(s) share would be declared annually and disbursement will be made to the creator(s) or their legal heir, whether or not the creators are associated with the MDUR at the time of disbursement.
- f) Co-creators that is research team members of IP shall sign at the time of disclosure a Distribution of IP earnings agreement, which shall specify the percentage distribution of earnings from IP to each co-inventor. The co-owners of intellectual property may at any time by mutual consent revise the distribution of IP Earnings.

10.

**Consulting Agreements**

Since consultancy comes to academic staff through MDUR channels and is administered centrally, any intellectual property arising from consultancy should be assigned to the MDUR in the interests of transparency and fair negotiation with consulting firms. The MDUR will offer a first refusal option on the licensing of such intellectual property rights to the consulting firm, as with sponsored research as laid out in earlier section. However, in recognition of the fact that a percentage of the consultant's fee is paid to the MDUR, the royalty arising from commercialisation of intellectual property generated through consultancy will be distributed following the procedure as mentioned in preceding paras in these Guidelines. The creators who are engaged in consulting work or business should not be in conflict with MDUR policy or with the MDUR's prior contractual commitments. Such creators should make their MDUR obligations known to outside parties before they make such agreements and should provide such parties with copies of all applicable MDUR policies.

11.

**Dispute Resolution**  
Any disputed issue related to the intellectual property or the interpretation of these Ordinances, shall be decided as follows:

Any disputed issue that cannot be resolved with the assistance of the IPR&TTC shall be referred to a tribunal of Arbitration at the instance of the MDUR or at the request of the inventor or funding agency. The decision of this tribunal of Arbitration shall be final between the parties for any disputed issue related to intellectual property, revenue sharing or the interpretation of this policy.

The tribunal shall consist of one member appointed by the Vice Chancellor, one member nominated by the other party(s) and the Legal Advisor of the MDUR.

The process of resolving the dispute shall be completed expeditiously and except in unusual circumstances within two months.

The tribunal of Arbitration shall have power to regulate its own procedure in consonance with principles of natural justice.

12.

**Research funding to MDUR**  
In addition to budgetary support from the Government of Haryana, MDUR receives research funding from other public and private sector agencies as well as externally aided projects. In all such cases, IPR will be shared on mutually agreed

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terms. In the collaborative projects where more than one partner is involved, multilateral agreement / memorandum of understanding (MOU) will be signed and implemented together with a joint intellectual property management plan (JIPMP).

### 13. Miscellaneous

#### 13.1 Handling of thesis, term papers and research submitted by students

It is a requirement in academia that the supervising teacher and the student must own the copyright of the thesis, which the student submits for the partial fulfilment of the requirements for an academic degree. However, the supervising teacher and the student will grant a non-exclusive, non-transferable royalty free license to the MDUR to use, in the course of non-commercial academic activity, the records and data generated in the course of the student's research.

Furthermore, it is possible that the research that the student carries out as part of the program of study may result in the generation of intellectual property other than the text of the thesis. Supervisors should advise the students during the course of their work that certain kinds of research may lead to the generation of intellectual property which will require protection of its commercial value through confidentiality, for which the student will have to forgo publication during the period of sealing of a patent. Care should be taken at all stages to see that no conflict of interest arises between the student's academic activities and the generation of intellectual property.

This additional intellectual property will be assigned to the MDUR if:

- such property has been generated using MDUR-supported resources and is commercialise-able within the scope of this document. The MDUR will then have the rights in this intellectual property assigned to it while the copyright of the thesis in which this intellectual property is described or outlined will remain with the teacher and the student. The supervising teacher and the student will undertake to maintain confidentiality while the MDUR will restrict access to the thesis for a limited period.
- the student is employed to assist in execution of a sponsored project or program. The intellectual property rights in their contribution to that project will be governed by the terms of the contract between the student, the MDUR and the sponsoring body of the project.
- the intellectual property has been generated as a work-for-hire. In all such cases the student and/or his/her supervising teacher will retain the moral right to be identified as the creator of the intellectual property.

In the case of any intellectual property generated in the course of a student's program of study, it is the duty of the students and the supervising teacher to make sure that the publication/submission of such work does not violate any confidentiality agreement.

Where the thesis of a student contains details of commercialise-able intellectual property, the MDUR, the supervising teacher and the student must agree to keep the thesis, in part or whole, and all relevant documents,

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It is to be noted that retention of the hard copy by the MDUR library is essential for meeting the requirements for a degree, and the supervising teacher and the student must agree to allow the abstract of the thesis to be made available electronically, the supervising teacher and the student will have the option to refuse releasing of the full electronic text of the thesis on any network. On the MDUR's part, the library has a duty to ensure that the use of the texts of thesis held by it is consonant with laws governing copyright and fair use, as well as sound academic practice.

**Amendments**  
The MDUR reserves the right to amend these Ordinances at any time as required.  
The Executive Council upon recommendation by the Intellectual Property Cell  
may amend these Ordinances.

**Waivers**  
The MDUR may grant a waiver from the provisions of these Ordinances on a case-by-case basis. All waivers must be in writing, supported by reasons and signed by the Vice-Chancellor. Any decision to grant a waiver will take into account the best interest of the MDUR and the facts of the particular situation. Every waiver and reasons for it shall be reported to the Executive Council in its next meeting.

**Educational Materials** represent a broad spectrum of copyright works. These materials encompass traditional educational materials such as material for lessons and course material as well as other methods of course delivery such as Internet based learning. The desire of the MDUR is to encourage the development of creative and effective educational tools and media in order to further the MDUR educational goals. Educational materials produced in the normal course will generally be owned by the creator of the educational material. Certain circumstances, may however, give rise to claim of joint ownership by the MDUR. Because all possible circumstances cannot be envisioned by this Ordinance, each particular situation will have to be evaluated on its own facts to determine ownership interests.

**Moral Rights**  
The MDUR recognizes the moral rights of the creators of intellectual property and shall endeavour to protect these rights. These include the right of fair attribution of authorship or invention, the need for the work not to be altered in such a way that it harms the reputation of the creator and an opportunity for the creator to be involved in determining the final outcome of his/her labour.

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**Annexure H**

**Disclosure Guidelines**

When the creators believe that they have generated patent-able or commercialisable intellectual property using MDUR-supported resources, they shall report it promptly in writing along with relevant documents, data and information, to the IPR Cell, MDUR, through the appropriate authority using the Invention Disclosure Form of the MDUR. Disclosure is a critical part of the IP protection process for claiming the inventor-ship. The information shall constitute a full and complete disclosure of the nature, particulars and other details of the intellectual property, identification of all persons who constitute the creator(s) of the property, and a statement of whether the creator believes he or she owns the right to the intellectual property disclosed, or not, with reasons. Where there are different creators of components that make up a system, the individual creators and their contributions must be identified and treated separately. In case of the sponsored and/or collaborative work the provisions of the contract pertaining to disclosure of the creative work is applied. By disclosure the inventor(s) shall assign the rights of the disclosed invention to the MDUR.

**Statement by creators**

The creators of intellectual property under the terms of this policy shall be required to determine and to state that to the best of their knowledge the intellectual property does not infringe on any existing copyright or other intellectual property or other legal rights of third parties.

If any part of the work is not the original work or creation of the creators, the creators must show that the necessary permission for use has been obtained from the owner, or state their reasons for believing that such permission is not necessary as the use constitutes fair use. They will further certify that the work contains no libellous material nor material that invades the privacy of others.

In case a third party alleges infringement of their rights by a creator and the IPR Cell, MDUR finds prima-facie that the creator may have made false claims, the MDUR will take immediate steps to dissociate itself from the said intellectual property.

All agreements with creators should indemnify the MDUR against all damages arising out of such litigation.

**Disclosure Form**

**MDUR INVENTION/TECHNOLOGY DEVELOPMENT DISCLOSURE**

1. Title of the project / Invention
2. Inventor(s) / collaborator(s) filling the patent  
Name, Designation, Deptt./ Centre, Office Address, Office Phone, E-mail
3. Principal Investigator
4. Sponsor(s) / Source of funding of the project / consultancy - with or without prior contractual agreement
5. Is the work bound by any agreement / contract / MOU?
6. Is the patent (to be filed) for a process or product?
7. General area of the patent

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### Annexure II (Contd.)

8. Description of the invention (not more than 100 words) a. The problem for which solution was researched b. The invention namely the solution to the problem
9. Origin of the idea / invention: by whom and when?
10. Any help received from others in conception of the idea?
11. Date of start of the project
12. Give literature search details
  - a. Journals and other publications
  - b. Patent databases
13. Has the work been displayed anywhere, if yes, when?
14. First record of initial Idea / invention (Oral/written/conceptualisation)
15. Has the work been reported / published / presented oral or poster anywhere (if yes, give full description)?
16. Has any related patents been filed by the inventor?
17. Information available in the published literature (prior art) about the problem tackled
18. Unique features about the work done with respect to prior art
  - a. Is the work a mere extension of common known knowledge?
  - b. Has the work filled a major gap in prior art? If yes, a brief description of this gap.
  - c. Any environmental issues?
  - d. What aspect of the invention needs protection
19. Has the work been systematically and chronologically documented?
20. Commercial aspects of the invention/ technology developed 21. Any costing of the product / process / invention been done?
22. Any industries / companies interested in licensing the work
23. Is the work
  - a. Completed and results validated?
  - b. At a basic conceptualisation stage?

I agree to assign to MDUR my rights in the invention

Inventor's Signature
Dated _____
Inventor's Signature
Dated _____
Inventor's Signature
Dated _____

Invention disclosed and evaluated by \_\_\_\_\_ \*Signature  
Dated \_\_\_\_\_

Enclosure (signed) – Preliminary details of disclosure \* PI, if PI is not an inventor.

(Name, signature and designation of the (innovator) academic staff of MDUR)  
(Name and signature of the Director, IPR Cell, MDUR)  
(Name and signature of the Registrar, MDUR)

*25/11/18*  
*25/11/18*  
*25/11/2018*

*25/11/18*

*25/11/18*

*25/11/18*

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*25/11/18*

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**Intellectual Property Rights Policy**  
**M. D. University, Rohtak**

**Annexure III**

**Confidentiality Guidelines**

All MDUR personnel and non-MDUR personnel associated with any activity of the MDUR shall treat all IP related information which has been disclosed to the IPR&TTC and/or whose rights are assigned to the MDUR, or whose rights rest with the MDUR personnel, as confidential. Such confidentiality shall be maintained till such date as is demanded by the relevant contract, if any, between the concerned parties unless such knowledge is in the public domain or is generally available to the public. Having filled the Disclosure Form, the creator shall maintain confidentiality i.e. refrain from disclosing the details, unless authorized otherwise in writing by the MDUR, until the MDUR has assessed the possibility of commercialisation of the intellectual property.

Subject to the right of academic freedom the MDUR staff shall not directly, except in the proper course of their duties, either during or after a period of their appointment, disclose to any third party or use for their own purposes or benefit or the purposes of any third party, any confidential information about the business of the MDUR unless that information is public knowledge or he/she is required by law to disclose it.

The following guidelines should be followed when dealing with confidential information in the context of third parties such as commercial organizations:

The amount of information given to prospective licensees before the signing of any confidentiality or secrecy agreement should in no case exceed or fall outside that which is set out in the Technology Profile Form for any particular intellectual property.

When a third party is interested in commercialising an item of intellectual property on offer after inspecting the relevant Technology Profile, they may apply on the prescribed form and with the deposition of the required fee for transfer of the technology. They will be required to demonstrate their capacity to commercialise the technology to the MDUR's satisfaction. The MDUR will then require the third party to sign contractual confidentiality or secrecy agreements undertaking to maintain the confidentiality of all information disclosed, before any further disclosure is made. The format of the Bilateral Secrecy Agreement, should be followed.

Third parties must obtain express authorization writing from the MDUR to commercialise/exploit the intellectual property. Confidentiality agreements will continue in force even if the commercialisation process is aborted at any stage. However, it is recommended that no disclosure should be made if there is any doubt as to the outcome of the commercialisation process.

If running royalties are to accrue to the MDUR and the creator, the licensees must be bound by their contract to take adequate measures to protect that matter from becoming known to others through the licensee's practice, and thereby made available to others whose activities may adversely affect royalty returns.

Access to areas where MDUR-owned intellectual property including confidential information is made available, seen or used, and to confidential documents, records, etc. is to be limited only to those who are creators or are bound by confidentiality agreements.

Creators and/ or MDUR personnel must take care not to disclose confidential details of MDUR-owned intellectual property in their publications, speeches, or other communications.

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**Intellectual Property Rights Policy**  
**M. D. University, Rohtak**

**Annexure III (Contd.)**

**IPR Transfership Form**

**CONFIDENTIALITY AGREEMENT**

The agreement is entered on (---/---/---) (dd/mm/year)

- (a) MDUR and  
(b) Organisation  
to the following effect.

- Whereas MDUR has certain technical information related to the area of \_\_\_\_\_ (herein after referred as Confidential Document) and

- Whereas (Organisation) is interested in examining the Confidential Document.

- Now, therefore, the parties MDUR and (Organisation) agree to the following:

(a) MDUR shall disclose to (Organisation) confidential document containing details generally adequate for (Organisation) to evaluate the document for the purpose of further negotiation on the possibility of entering a formal agreement and, if necessary, acquiring rights to use the confidential information irrespective of its status on patentability or other intellectual property rights.

(b) (Organisation) agrees to accept the disclosure of the Confidential Document and ensure secrecy and confidentiality of the above the same way as the organisation's own confidential documents are treated. The content of the document will be disclosed only to the relevant person with an obligation not to transfer the information to others.

(c) It is further implied that (Organisation) will not exploit the confidential document unless formal terms and agreement are agreed upon to acquire such rights.

(d) The obligations outlined above will not be applicable for those parts where

(i) the contents are known to be in public domain or available prior to the date of disclosure.

(ii) the contents are demonstrated to be in possession of (Organisation) or its subsidiaries from other sources prior to the disclosure.

(iii) The content appears in the public domain by publication or otherwise.

(e) The obligation of confidentiality on the part of (Organisation) will be in force for (mention period) unless the period is extended subsequently.

(f) It is also implied that the disclosure does not grant the right to exploit the content or to use the patent or other intellectual property right.

(Name, signature and designation of the (innovator) academic staff of MDUR)

(Name, signature and designation of the authorised person of the Organisation)

(Name and signature of the Director, IPR Cell, MDUR)

(Name and signature of the Registrar, MDUR)

*[Handwritten signatures and dates]*  
25/1/18  
25/10/2018  
25/01/18  
25/1/18  
25/1/18  
25/1/18  
25/1/18  
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# **Maharshi Dayanand University**

## **Waste Management Policy**

### **Contents**

- 1. Introduction**
- 2. Policy Statement**
- 3. Policy Objectives**
- 4. Organisation and Management**
- 5. Action Plan**
- 6. Glossary**

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## 1. Introduction

Maharshi Dayanand University, Rohtak (Hereinafter referred to as MDUR), is committed to transform lives and serve the society through pursuit of excellence in teaching, innovation, lifelong learning, cultural enrichment and outreach services. MDUR came into existence by an Act No. 25 of 1975 of the Haryana Legislative Assembly in 1976, with the objective to promote inter-disciplinary higher education and research in the fields of environmental, ecological and life sciences.

Maharshi Dayanand University realizes sustainable and holistic waste management essential in reducing its environmental footprint and providing a safe and healthy work environment for teaching and non-teaching employees, students, and visitors.

The University has a duty to ensure that all the campus wastes are disposed of responsibly by using proper waste segregation mechanism at the source and if possible, converting it into value added environment friendly product. Furthermore, the medical and other hazardous waste should be disposed or managed by government approved, registered waste contractors.

The purpose of the policy is to facilitate implementation of the action plan brought out in "National Environment Policy 2006" on management aspects of hazardous waste including their minimization, environmentally sound management and active promotion of transfer and use of cleaner technologies.

## 2. Policy Statement

The University will adopt the principles of the 'best practicable environmental option' in the delivery of its waste management services. The University will apply a 'waste hierarchical approach', to reduce, reuse, recycle and recover waste products in preference to the disposal of waste to landfill.

The University recognises the importance of meeting these legal requirements and to manage its waste responsibly, reduce the volume of waste sent to landfill and maximise reuse and recycling where possible.

The University requires all the teaching and non-teaching staff, students, guests and anyone else making use of the premises to comply with this Policy and associated "University Environmental Guidance" to ensure compliance with all waste legislations. Any solid waste generated in the campus shall be managed and handled in accordance with the compliance criteria and the procedure laid down in Municipal Solid Wastes (Management and Handling) Rules, 1999, published under the notification of the Government of India in the Ministry of

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Environment and Forests number S.O. 783(E), dated, the 27th September, 1999 in the Gazette of India, Part II, Section 3, Sub-section (ii).

There is a legal requirement for all who produce, keep or dispose hazardous/radioactive waste/chemical waste of any type to comply with the various regulations under national and international environmental protection legislation.

### 3. Policy Objectives

The objectives of this policy are:

- ✓ To ensure that waste management is performed in accordance with all waste legislative requirements, including the duty of care, and to plan for future legislative changes and to mitigate their effects.
- ✓ To minimise waste generation at source and facilitate repair, reuse and recycling over the disposal of wastes in a cost effective manner.
- ✓ To provide clearly defined roles and responsibilities to identify and co-ordinate each activity of the waste management.
- ✓ To promote environmental awareness in order to increase and encourage waste minimisation, reuse and recycling.
- ✓ To invest into the expansion of recycling opportunities on the University campus and transform waste into value added products.
- ✓ To ensure the safe handling and storage of wastes on University campus.
- ✓ To provide appropriate training for teacher, resident, staff, students and other stakeholders on waste management issues.
- ✓ To promote holistic approach of waste management in the campus.

### 4. Organisation and Management

The responsibilities and organisational arrangements for this Waste Management Policy lie with a variety of personnel within the University.

#### ▪ Advisory Board

- a. Vice-Chancellor- Chairman
- b. Dean Academic Affairs
- c. Dean ( Life Sciences, Physical Sciences and Pharmaceutical Sciences)
- d. Co-ordinator (ESMC)- Member Secretary
- e. Executive Engineer
- f. Director UCC
- g. Two outside expert (to be nominated by the Vice-Chancellor)

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▪ **Function of Advisory Board**

- i). Coordinating the provision of a central waste and recycling contract service for use by all facilities on the campus.
- ii).. Ensuring that all contractors are advised that they must comply with the Duty of Care; that they must comply with the University's Waste Management Policy.
- iii). Ensuring that all contractors appointed to carry out works are from the government 'approved list'.

▪ **Co-ordinator, Environment Sustainability Management Cell (ESMC), Maharshi Dayanand University is responsible for::**

- i). Provision of advice and guidance to the University on waste management.
- ii). Setting Environmental Performance Indicators for waste management.
- iii). Reporting annually to the University on progress against the 'Environmental Performance Indicators'.
- iv). Monitoring and auditing the management systems for all wastes, to ensure safety and legal compliance.
- v). Monitoring and auditing all waste contractors working for the University.
- vi). Provision of appropriate training for all personnel who have responsibilities for waste management.
- vii). Coordinating the gathering of, and supplying all relevant information to appropriate enforcement agencies, when information relating to waste management is requested.
- viii). Investigation of any incidents or spillage relating to all type of hazardous and general waste management.

▪ **Support staff is**

Responsible for:

- i). Overseeing the day to day delivery of general waste and their recycling services.
- ii). Monitoring the performance of the university contractor against the contract agreements.
- iii). Liaising with the "Environment Sustainability Management Cell" to establish standard procedures for managing waste on the University campus.
- iv). Operational monitoring of waste management systems across the campus.

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v). Compiling waste transfer data and statistics notes for centrally managed waste and recycling collections.

▪ **Heads of Department/Directors are**

Responsible for:

i). **Non-hazardous Wastes**

Ensuring that no hazardous waste is disposed of through the general or waste recycling streams.

ii). **Hazardous Wastes;**

Nominating a 'responsible person' within their department to coordinate waste disposal for any hazardous or laboratory wastes.

iii). Informing the **Environment Sustainability and Management Cell**, about the nominated 'responsible person' and updating the cell if and when the 'responsible person' changes. The tenure of the person will be minimum two year.

▪ **Staff/Supervisor (contractual) will be**

Responsible for:

i). Disposing of waste responsibly (at **both office and residence**), through the appropriate waste disposal system (segregation of waste), in accordance with University policy and procedures.

ii). Reporting any problems with waste collection schemes to ESMC of the University.

▪ **Students will be**

Responsible for:

i). Disposing of waste responsibly, through the appropriate waste disposal system, in accordance with University policy and procedures.

ii). Reporting any problems related department/laboratory waste or waste collection procedure to the 'Head of Department'.

**5. Action Plan**

It will be mandatory on the part of the Head of the department/ Principle Investigator (Project)/ in-charge (Animal House) to report changes/additions in hazardous waste generation and steps taken to reduce generation of waste per unit of production. As per the Hazardous Waste regulations, University can store hazardous waste for a period not

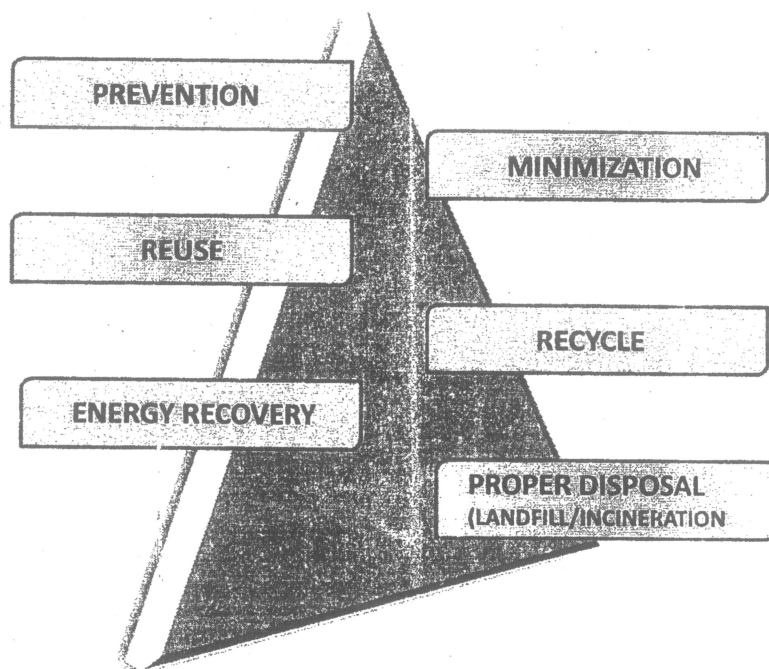
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*S. Jayalekshmi*

*K. Anil Kumar*

*R. M.*

-173- 572-

exceeding 90 days and shall maintain a record of sale, transfer, storage, recycling and reprocessing of such wastes unless the concerned State Pollution Control Board has extended the stipulated period. The waste could either be recycled /reused or disposed of in captive or common treatment, storage and disposed facilities available in the campus or incinerated, as proposed in the waste hierarchy list (Fig. 1). Inventories of 'end of life' consumer products such as e-waste are also required to be made.



**Fig. 1. Waste Hierarchy list in order of preference from the most favourable (top) to the least (bottom).**

#### **Waste avoidance and waste minimization at source**

In the hierarchy of waste management, waste avoidance and waste minimization have to be attempted first, for which dissemination of information on technological options should be a continuing exercise. Promote implementation of recovery of resources such as solvents, other reagents and by-products as well as re-generation of spent catalysts in a time frame manner.

#### **Reuse, recovery and recycling of non-hazardous waste**



## **Waste**

According to United Nations Statistics Division (UNSD), waste are "materials that are not prime products (that is, products produced for the market) for which the generator has no further use in terms of his/her own purposes of production, transformation or consumption, and of which he/she wants to dispose. Wastes may be generated during the extraction of raw materials, the processing of raw materials into intermediate and final products, the consumption of final products, and other human activities. Residuals recycled or reused at the place of generation are excluded."

## **Incident**

Events that are distinguished from accidents in terms of being less severe.

## **Segregation**

An activity where waste or materials are separated or are kept separate according to radiological, chemical and/or physical properties to facilitate waste handling and/or processing.

## **Treatment and disposal of "Biomedical Waste"**

(a) Bio-medical waste shall be treated and disposed of in accordance with Schedule I, and in compliance with the standards prescribed in Schedule V, Bio-Medical Waste (Management and Handling) Rules, 1998, MoEF, Gov. of India.

(b) Every occupier, where required, shall set up in accordance with the time-schedule in Schedule VI, requisite bio-medical waste treatment facilities like incinerator, autoclave, microwave system for the treatment of waste, or, ensure requisite treatment of waste at a common waste treatment facility or any other waste treatment facility.

## **Biomedical waste**

waste, which is generated during the diagnosis, treatment or immunisation of human beings or animals or in research activities pertaining thereto or in the production or testing of biologicals, and including categories mentioned in Schedule I, (Management and Handling) Rules, 1998, MoEF, Gov. of India.

**Cytotoxic waste** may be contaminated with a cytotoxic, pharmaceuticals, laboratory chemicals used in preparation, transportation and administration.

**Chemical waste** is generated from the use of chemicals in laboratories for teaching and research

**Radioactive waste** is contaminated with radioactive substances which arises from medical or research uses.

**General waste** includes paper, plastics, glass, liquids and organics.

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Hazardous Waste, bulk of which is generated by the industries, can cause environmental pollution and adverse health effects if not handled and managed properly. Its effective management, with emphasis on minimization of generation and recycling/ reuse, taking into account economic aspects, is therefore essential.

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-177- Appendix-423

Qualifications for M.Tech. (Computer Science) for recruitment to the post of Assistant Professor

Good academic record with at least 60% marks or an equivalent grade at Master's degree in the Computer Science/Engg./ Technology or an equivalent degree from an Indian/ foreign University.

A relaxation of 5% may be provided at the Master's level for the SC/ST categories and Physically & Visually handicapped persons.

Desirable:-

"NET/SLET in concerned subject.

Criteria for determining good academic record.

For determining good academic record, a candidate should either have average of 55% marks in two of the three examinations (not below Matric or equivalent) prior to Master's Degree or 50% marks in each of these two examinations separately.

Provided that relaxation of 5% marks may be given at the graduation level to the candidates of S.C./S.T. and physically and visually handicapped category candidates.

Provided further that for appointment of teachers in the Departments of Law, Education, Journalism, Library Science/ Library etc. if the applicant has passed two Bachelor Degrees having higher marks may be taken into consideration alongwith Matric and +2 examinations for determining good academic record in their cases.

The following relaxation will however operate:-

i) Candidate having 55% or above marks in M.A./M.Sc. in relevant subject and possessing Ph.D. degree.	The criteria of good academic record will not apply at all.
ii) Candidate having 55% or above marks in M.A./M.Sc. in relevant subject and possessing M.Phil degree.	Should have 50% marks in one of the lower examinations i.e. B.A. Final/ Prep/Plus 2/ Matric.  Provided that relaxation of 5% marks may be given at the graduation level to the S.C./S.T. and physically and visually handicapped category candidates.
OR Candidates obtaining first Class	Should have 50% marks in one of the

First in the University in the relevant subject in M.A./M.Sc.	lower examinations i.e. B.A. Final/ Prep/Plus 2/ Matric.  Provided that relaxation of 5% marks may be given at the graduation level to the S.C./S.T. and physically and visually handicapped category candidates.
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Proceedings of the Committee constituted by the Vice-Chancellor to reconsider the matter regarding grant of honorarium/ remuneration to the Officers/Officials of the University for performing additional/arduous nature of duties held on 18.08.2017 at 3:00 Pm in the O/o Dean Academic Affairs, M.D. University, Rohtak:-

- |                               |          |
|-------------------------------|----------|
| 1. Prof. Ajay K. Rajan        | Convener |
| 2. Prof. J.P. Yadav           | Member   |
| 3. Registrar                  | Member   |
| 4. Controller of Examinations | Member   |

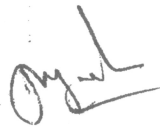
The Committee met on 18.08.2017 and discussed the issue at length. After going through the request of Transport Officer vide note dated 01.01.2017, the Committee recommends the following:-

1. The Drivers who are deputed on outstation duties shall claim Dearness Allowance.
2. The Drivers who are deputed on local duties <sup>on holiday(s)</sup> shall be paid remuneration subject to the minimum of two hours a day on hourly basis.
3. The Drivers shall claim remuneration for one day (i.e. 8 or more than 8 hours) on that day on account of performing duty on any holiday.
4. For performing examinations duty, remuneration be paid from the budget of concerned examination branch. In case of duty performed for Director, Directorate or Distance Education this remuneration be drawn from the respective office. In rest of the cases the remuneration to be paid from the budget of Transport Office.

As regards the grant of remuneration to class I and II officers of the University for performing additional/arduous nature of duties, the Committee decided that the same will be finalized in its next meeting.



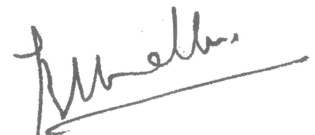
Ajay K. Rajan



J.P. Yadav



Registrar



Controller of Examinations



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**PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR TO EXAMINE THE MATTER REGARDING GRANT OF HONORARIUM TO THE OFFICERS/OFFICIALS OF THE UNIVERSITY FOR PERFORMING ADDITIONAL DUTIES/ARDUOUS NATURE OF DUTIES HELD ON 21.11.2017 AT 12-00 NOON IN THE OFFICE OF THE DEAN, ACADEMIC AFFAIRS M.D.UNIVERSITY ROHTAK.**

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The following were present:

1. Dr. Ajay K. Rajan, Dean Academic Affairs
2. Dr. J.P. Yadav, Head Deptt. of Genetics
3. Sh. Jitender K. Bhardwaj, Registrar
4. Dr. B.S. Sindhu, Controller of Examinations

The Committee has gone through the recommendations of the erstwhile committee constituted by the Vice-Chancellor on grant of honorarium to the officers/officials of the University as approved by the Executive Council vide Resolution No.46 dated 24.09.2016. After detailed deliberations on it, the present Committee recommends the following amendments:-

- 1) The honorarium for additional administrative assignment/ assignment of arduous nature to teaching and non-teaching staff (in the pay scale of Superintendent and above or equivalent thereof) be awarded as under:-

<u>Sr.No.</u>	<u>Category</u>	<u>Honorarium</u>
1.	Grade pay of Rs.4200/- to Rs.7600/-(pre-revised)	Rs.1000/- per month
2.	Grade pay of Rs.8000/- and above (pre-revised)	Rs.1500/- per month

- 2) The Committee identified that the following ~~offices~~ branches involve work of arduous nature:

- i) Vice-Chancellor's, Dean Academic Affairs' Registrar's and Controller of Examinations'.
- ii) Establishment (Teaching and Non-Teaching)
- iii) Academic Branch
- iv) Controller Security's office (for those who are not allowed weekly rests)

3. The Committee also resolved that all the employees (below the rank of Superintendent or equivalent) who have to work whole day on holidays shall be entitled to get one day salary nearest to their pay scale as per current prevailing D.C. rates.

(Ajay K. Rajan)

(Dr. J.P. Yadav)

(Jitender K. Bhardwaj)

(B.S. Sindhu)

From

Financial Commissioner & Principal Secretary to  
Govt. of Haryana, Higher Education Department

To

The Director General Higher Education,  
Haryana, Panchkula

Memo No.4/4-2001C-1(4)  
Dated, Panchkula 28.11.2011

Subject

Counting of past service rendered in Govt. Aided Schools/Colleges before these were taken over or before the appointment of an employee in the Govt. Establishment in the light of various judgements (for the purpose of pension/gratuity)

In supersession of this office memo No. 4/4.-2001C-1(4) dated 29-8-07 on the subject cited above. The matter for counting of past service of aided colleges towards pensionary benefits has been considered at the level of Finance Department, Haryana and Finance department, Haryana has decided to allow the benefit of past service rendered by an employee in government aided establishment before these were taken over or service rendered in aided establishment before appointment in Govt. institutions This will be applicable to those who are covered under the Haryana Aided Schools (Pension and contributory Provident fund) Rules, 1999 and Haryana Affiliated Colleges (Pension and Contributory Provident Fund) Rules, 1999 and entitled to the benefits of pension. This benefit will be subject to the following conditions:-

1. That, this offer will be optional and applicable only to those employees who agree to refund the Management Share (before the date of taking over of the Colleges/ Schools by the State Government alongwith 10% annual compound interest). This amount can be deducted from their gratuity and they will give an undertaking to this effect that if the amount of Contributory Provident Fund is more than gratuity payable to them, then the pensioners will deposit the excess amount in Govt. Treasury.
2. That if a retired Govt employee opts for this benefit he shall deposit the share of contribution made by the Management alongwith 10% annual compounded interest (upto the date of depositing), in lump sum in Govt. Treasury.
3. That these benefits will be made effective in respect of the employees of the taken over Colleges/Schools from the date of Pension Scheme made applicable in Private Aided Colleges/ Schools i.e. with effect from 11.5.98.

All the cases/representation of the employees may be examined in the light of this advice and the provisions in above mentioned two service rules applicable in the Govt. aided Colleges/Schools and the observation of the Hon'ble High Court in the above mentioned cases. In

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case, the claim of any employee is not covered in this advice or provision of Service Rules in that eventuality, the claim of the employee may be rejected by passing a detailed Speaking Order. If any employee approaches the Hon'ble court for claiming any benefit beyond this advice or provisions of Service Rules his case may be contested seriously up to the highest level. If it is found that due to any negligence of any officer/official, the case has been decided against the state Government, in that case, the responsibility under the provision of rules of the Punishment and Appeal Rules 1987 will be fixed against him and loss to the State Exchequer will be recovered from his pocket.

The copy of advice of Finance Department is also enclosed.

This issues with the concurrence of F.D. conveyed vide their UC No 60/20/10/2FD-II/870-A dated 31.5.2011 and UO No. 60/20/10/2FD-II/2464 dated 5-10-2011.

Superintendent College-I  
For Financial Commissioner & Principal Secretary to  
govt. of Haryana,, Higher Education Department.

OFFICE OF DIRECTOR GENERAL HIGHER EDUCATION, HARYANA, PKL

Endst. No Even Dated:

Panchkula, the 28.11.11

A copy of the above is forwarded to the following for information and necessary action:

1. Financial Commissioner & Principal Secretary to Govt. of Haryana. Finance Department w.r.t. their UO No. 60/20/10/2FD-11/870-A dated 31.5.2011 and UO No. 60/20/10/2FD-11/2464 dated 5-10-2011.
2. The Accountant General (A&E), Haryana, Chandigarh.
3. Chief Accounts Officer (Local)
4. All the Principals of Govt. Colleges situated in the Haryana State The cases of non- teaching staff may be sent separately to r1/4/LE Branch.
5. Superintendent Administration, C-II/III/VI/V/ME/Lib.Br. Local

Deputy Director-II  
for Director General Higher Education,  
Haryana, Panchkula

**Subject:- Counting of past service rendered in Government aided Schools/Colleges before these were taken over or before the appointment of an employee in the Government Establishment in the light of various judgments( for the purpose of pension/gratuity).**

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Under the provisions of "The Haryana Affiliated Colleges (Pension and Contributed Provident Fund)" Rules, 1999 and Haryana Aided Schools (Special pension and Contributory Provident Fund) Rules, 1999 pension scheme has been introduced and is applicable to employees in government aided Colleges/ Schools who were in service on 11.5.1998. The said cut off date was challenged by some employees of aided Colleges in CVVP No. 1618 of 2000 K.C Thakur and others Vs State of Haryana. The said writ petition was dismissed by Hon'ble Punjab and Haryana High Court after considering the law laid down by the Hon'ble Supreme Court of India in many cases from time to time. LPA No. 469 of 2003 and LPA No. 138 of 2005, were filed in CWP No. 1618 of 2000 by the employees of Government aided Colleges. Again after considering the various judgments of Hon'ble Supreme Court of India the Hon'ble Division Bench was pleased to dismiss these LPAs vide orders dated 30.8.2010. In this way the cut off date for grant of pension/gratuity has already been upheld by Punjab and Haryana High Court.

2. So far as counting of past service rendered in Government aided colleges/schools before these were taken over or counting of service in aided establishment before appointment in Govt. institutions is concerned there are some judgments of Hon'ble Punjab and Haryana High Court allowing the same. Rathee V/s State of Haryana CWP No. 15932 of 1993 Balbir Singh Rathee V/s State of Haryana & CWP No. 13301 of 1999 Devender Kumar Sanhai V/s State of Haryana & others were filed by the petitioners who were, initially appointed in Govt. aided institutions and later on the Managements of these institutions was taken over by the State of Haryana. The Petitioner in these writ petitions were demanding the benefits of service rendered in the privately managed aided Schools before the takeover by the State.

3. These writ petitions were decided vide order dated 31.7.2010 by the Hon'ble Punjab and Haryana High Court. The operative part of this Judgment is reproduced as under:-

"It is admitted case of the parties that the controversy involved in these petitions is covered by various judgments of this Court including the judgment dated 24-7-2009 passed in CWP No. 6586 of 2008, wherein following observations have been made:-

"The issue raised in the above said three writ petitions already stand adjudicated by this Court in a decision rendered in Civil Writ Petition No. 16817 of 2007 (Vijay Singh Vs. State of Haryana and others) decided CWP.No. 15932 of 1993 on July 22, 2009, It

is also noticed that the State has taken a similar stand in response to notice issued in the said writ petitions. Relying upon the ratio laid down in the cases of Harnandan Singh Vs. State of Punjab and others, 2007 (2) RSJ 437 and Charan Singh Vs. State of Punjab and others, 2006 (6) SLR 624, decided by two different Division Benches of this Court and a case titled Union of India and others Vs. Jawahar Lai Sharma, 2003 (3) H&J 672, the Court has directed the respondents to count the entire service rendered by the petitioners in a privately managed school and in the Government school for the purpose of pension and retrial benefits. Reliance has also been placed on a decision of the Hon'ble Supreme Court in the case of Chander Sakti Vs. State of Haryana and others, AIR 1994 Supreme Court 972. In all these cases, the Court has held that the service rendered in the aided school was required to be counted for the purpose of pension and retrial benefits.

In view of the above, both these petitions are allowed. Petitioners are entitled to the relief as granted in the aforesaid writ petitions.

Vide F.D.'s advice issued vide U.O. No. 60/58/2F011/10/2856 dated 12.10.2010, the benefit of service rendered by Sh. Balbir Singh Rathee, retired Principal during the period from 1.11.1957 to 12.2.1981 in the Private Colleges was allowed b.): giving the relaxation in rules in compliance of the directions of Hon'ble Punjab and Haryana High Court vide order dated 21.1.2010 in CWP No. 15932 of 1993. After detailed examination, it is found that Sh. Balbir Singh Rathee retired from 23.4.1991 i.e. before the implementation of Pension Scheme. However, the said relaxation has been given due to the reasons that contempt petition was filed in this case and as per advice of Advocate General, Haryana and L.R. Haryana, it was not a fit case for filing further appeal. Whereas the cut off date of pension Scheme Lin 11.5.1998 has already been upheld by the Hon'ble Punjab and Haryana High Court in K.C Thakur's case as mentioned herein before It was duty of the department concerned to bring all these facts in the notice of Advocate General, Haryana as well as in the notice of Hon'ble High Court. It is also pointed that CWP No. 15932 of 1993 has decided on dated 21.1.2010 alongwith CVVP No. 13301 of 1994 Sh. D K. Sanahi V/S State of Haryana. Whereas in the case of Sh. D.K. Sanahi the benefit has not been allowed so far. Sh. D.K. Sanahi retired from service on 31.5.1993 In view of this position LPA is required to be filed in both these cases.

4. After considering all the facts and circumstances of the case, the Finance Department has already allowed the benefit of past services rendered in government aided establishment before these were taken over vide FD's advice issued by U.O. No. 3/76/06/2FD-II/3240 dated

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6.6.2007 and advice No. 78/06/20-10/3FD-II/233-1 dated 15.7.2010 and advice dated 19.1.2011.

5. The whole issue has been se-examined in the light of above mentioned facts and it has now been decided to allow the benefit of past service rendered by an employee in government aided establishment before these were taken over of service rendered in aided establishment before appointment in Govt. Institutions. This will be applicable to those who are covered under the Haryana Aided Schools (Pension and contributory Provident fund) Rules, 1999 and Haryana Affiliated Colleges (Pension and Contributory Provident Fund) Rules, 1999 and entitled to the benefits of pension. This benefit will be subject to the following conditions:-
  1. That this offer will be optional and applicable only to those employees who agree to refund the Management Share before the date of taking over of the Colleges/Schools by the State Government alongwith 10% annual compound interest). This amount can be deducted from their gratuity and they will give an undertaking to this effect that if the amount of Contributory Provident Fund more than gratuity payable to them, then the pensioners will deposit the excess amount in Govt. Treasury.
  2. That if a retired 130\rt. employee opts for this benefit he shall deposit the share of contribution made by the Management alongwith 10% annual compounded interest (upto the date of depositing ), in lump sum in Govt. Treasury.
  3. That these benefits will be made effective in -respect of the employees of the taken over Colleges/Schools from the date of Pension Scheme made applicable in Private Aided Colleges/Schools i.e. with effect from 11.5.98.
6. This advice is in supersession of FD's earlier advice issued vide U.O. 3/6/08-2FD-II/3240 dated 6.6.2007 and in continuance of UO No. 78/06/2010-3FD-II/2031 dated 15.7.2010 and U.O. No. 78/06/2010-3FD-II/3120 dated 19.1.2011.
7. All the cases/representations of the employees may be examined in the light of this advice and the provisions in above mentioned two service rules applicable in the the Govt. aided Colleges/Schools and the observation of the Hon'ble High Court in the above mentioned cases. In case, the claim of any employee is not covered in this advice or provision of 'Service Rules in that eventuality, the claim of the employee may be rejected by passing a detailed Speaking Order. If any employee approaches the Hon'ble court, for claiming any benefit beyond this advice or provisions of Service Rules his case may be contested seriously up to the highest level If it is found that due to any negligence of any officer/official, the case has

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been derided against the state Government, in that case, the responsibility under the provision of rules 7 of the Punishment and Appeal Rules 1987 will be fixed against him and loss to the State Exchequer will be recovered from his pocket.

Superintendent FD-II  
Financial Commissioner & Principal Secretary  
to Government Haryana, Finance Department.

To

1. The Financial Commissioner & Principal Secretary to Govt. Haryana, Higher Education Department.
2. The Financial Commissioner & Principal Secretary to Govt. Haryana, School Education Department

U.O No. 60/20/10/2FD-II/870-A

Dated 31 May, 2011

CD-1587 -187-  
12/03/18  
ET-1305  
12-3-18

unpdghehry@gmail.com

From

Director General Higher Education, Haryana  
Panchkula

To

Registrar,  
Maharishi Dayanand University, Rohtak

Memo No. 18/26-2016 UNP (1)  
Dated, Panchkula, the:- 05.03.2018

Regd  
12/03/18

**Subject: Clarification regarding counting of past service of Dr. Puran Chand Sharma.**

\*\*\*\*\*

Kindly refer to your office letter No.ET-1/16/PF-5/3537 dated 27.05.2016 on the subject cited above.

I have been directed to convey you that instructions issued vide memo no. 4/4-2001 C-I(4) dated 28.11.2011 is also applicable on those employees who rendered their service in Government Aided Schools/Colleges before joining the services of a University. Hence, necessary action may be taken at your end.

This issues with the concurrence of Finance Department conveyed vide their U.O. No.60/18/2016-2FD II/1473 dated 21.02.2018.

ET-I  
8/12/3/18

*Sharma*  
Superintendent UNP,  
for Director General Higher Education,  
Haryana, Panchkula

ET-I-826  
12/3/18



PROCEEDINGS OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR TO FINALIZE THE QUALIFICATIONS AND SELECTION CRITERIA FOR THE POST OF ASSISTANT LIBRARIAN IN THE UNIVERSITY HELD ON 22.03.2018 AT 4.00 P.M. IN THE O/O DEAN, ACADEMIC AFFAIRS, M.D.U. ROHTAK.

The following were present:

- |    |   |          |
|----|---|----------|
| 1. | Prof. A.K. Rajan, Dean, Academic Affairs, M.D.U. Rohtak                   | Convenor |
| 2. | Prof. Renu Chugh, Director (Research), M.D.U. Rohtak                      | Member   |
| 3. | Dr. Satish Kumar Malik, Head, Dept. of Lib. & Inf. Science, M.D.U. Rohtak | Member   |

The Committee after detail deliberation resolved that the post of Assistant Librarian is at par with the post of Assistant Professor in terms of qualifications, pay scales and in other eligibility conditions as notified by UGC/MHRD. Therefore, the criteria for the post of Assistant Professor approved by the Executive Council vide Reso. No. 8 of its meeting held on 26.11.2016 may be considered for the selection of Assistant Librarian by making the following minor additions/corrections:-

	EXISTING	PROPOSED
	SELECTION CRITERIA FOR THE POST OF ASSISTANT PROFESSOR(S)	SELECTION CRITERIA FOR THE POST OF ASSISTANT PROFESSOR(S) / ASSISTANT LIBRARIAN(S)
A.1	ACADEMIC RECORD M.A./M.Sc./M.Com/MBA/MCA/ M.Tech)	ACADEMIC RECORD M.A./ M.Sc./ M.Com/ MBA/ MCA/ M.Tech/ M.Lib.I.Sc. etc.
A.5	TEACHING/POST DOCTORAL RESEARCH EXPERIENCE  PG level/UG level teaching experience (for each academic session subject to a minimum of 150 days) without availing any scholarship/fellowship from any funding agency.	TEACHING/POST DOCTORAL RESEARCH EXPERIENCE  PG level/UG level teaching experience (for each academic session subject to a minimum of 150 days) without availing any scholarship/fellowship from any funding agency. In case of Assistant Librarian working experience on the same post be counted (01 mark for one complete year).

(AJAY KUMAR RAJAN)

(RENU CHUGH)

(SATISH KUMAR MALIK)

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recruitment after inviting applications as per procedure specified under Clause 13.1 (i) *ibid*. The Vice-Chancellor shall constitute the Selection Committee for considering applications received in response to advertisement and for making recommendation to the Executive Council. The minimum qualifications for these posts shall be such as may be prescribed by the competent authority from time to time.

13.3 The post of Assistant Registrar / Deputy Registrar shall be filled up as under :

- a) i) By promotion : 75%
- ii) By direct recruitment : 25%

13.4 a) All posts upto the level of Superintendents (other than Clerks/ Steno-typists) shall be filled by promotion on the basis of seniority-cum-merit.

b) Clerks

- i) By direct recruitment : 80%
- ii) By promotion from amongst confirmed employees of the cadres of Peons and Daftries : 20%

c) In the secretarial cadre, the post of Steno-typists shall be filled by direct recruitment only.

d) The posts of Senior and Junior Scale Stenographers shall be filled by promotion on the basis of seniority-cum-merit from amongst Junior scale Stenographers and Steno-typists in the University respectively subject to their qualifying the test in shorthand and computer typing at the rate of 8000 depressions per hour.

e) The posts of Personal Assistant may be filled from amongst the senior Stenographers on seniority-cum-merit basis subject to qualifying the written test to judge their ability in language, shorthand and computer typing.

f) The posts of P.S. and Secretary to Vice-Chancellor shall be filled by promotion from amongst the P.A. and P.S., as the case may be, on seniority-cum-merit basis. The Vice-Chancellor shall have the option to have his P.A./P.S./ Secretary of his choice from amongst the University staff.

13.5 i) <sup>1</sup>The following categories of Class-IV employees shall be considered for promotion to the post of Daftries and that options from Peons be also sought for promotion to the post of Daftries with the stipulation that they will be considered for further

1. Added by the E.C. vide Reso No. 39 of dt. 04.03.2015.

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Proceedings of the meeting of the Committee constituted by the Vice-Chancellor comprising of the following to resolve the matter of promotions of Deputy Registrar/ Assistant Registrar against the posts meant for direct recruitment and to give its recommendations by considering the objections conveyed by the Director General Higher Education, Haryana.

The following were present:-

1. Registrar
2. Controller of Examinations
3. Dr. Rajesh Punia, Deptt. of Physics (EC Member)
4. Finance Officer

### RECOMMENDATIONS

The Committee met on 21.02.2018 and 07.03.2018 and had detailed discussions in the matter. It was apprised that as per provisions of the Clause 13.3 of Chapter-8 'Service & Conduct Rules for Non-Teaching Employees' incorporated in 'Ordinance' University Calendar Volume III, the posts of Assistant Registrar/Deputy Registrar are filled up in ratio of 75:25% i.e. 75% by promotion and 25% by direct recruitment. Although, the Executive Council vide Reso. No. 47 dated 18.09.2013 allowed to make adhoc promotions against direct quota posts in relaxation of rules till the regular appointments are made against these posts, the DGHE, Haryana has directed the university not to make adhoc promotion against direct quota posts as the same are in violation of Govt. instructions.

The Committee also gone through the Executive Council's Resolution No. 10 dated 27.04.1986, No. 54 dated 17.03.1988, No. 84 dated 25.03.1991 wherein amendments in existing criteria for promotion of Class-IV employee to the post of Clerks; 100% promotion on the basis of seniority-cum-merit basis from Clerks upto the level of Superintendents and promotions to the post of Deputy Registrar/ Assistant Registrar from 50:50% to 75:25% (promotion/direct) were made respectively.

The Committee further apprised that the matter to consider the demand of the Non-Teaching Employees Association for 100% promotion to post of Assistant Registrar and Deputy Registrar was earlier referred to High Powered Co-ordination Committee held on 01.10.1993 wherein the proposal was rejected.

The Committee felt that this matter was a long back and that too only after 17 years of the establishment of the University. But today the situation is altogether different. Initially the University was in growing stage and had to make appointment partially by direct recruitment or by promotions. Whereas in present framework, the university is well established and take policy decision at its own level as per requirements. In 1980 there were only 11 sanctioned posts of Deputy Registrar/ Assistant Registrar against 52 Branches/Departments/ Offices whereas as on today against 116 Branches/Departments/ Offices only 18 posts Deputy Registrar/ Assistant Registrar are sanctioned. Presently the workload has increased in manifold but the sanctioned posts have not been increased with that pace. In the present situation, it takes about 30-32 years for an official to become a Deputy Registrar/ Assistant Registrar and thus have rich experience and well-acquainted with the University functioning/ rules/ procedures etc in comparison to a freshone. So, it will be beneficial in the interest of the University and will avoid stagnation in promotion if the posts are filled up by internal promotion.

*Rajesh Punia*

*[Signature]*

*[Signature]*


Contd..


The State Govt. vide memo No. 18/324-2010 UNP(2) dated 26.11.2010 in the case of promotion of Work Supervisor to the post of Junior Engineer has categorically informed that the matter regarding appointment, promotion, granting higher pay scale and fixation of pay etc comes under the purview of the University and the State Govt. has no interference in such matter.

It is within the competence of the University Authorities to decide the mode of filling up of budgeted sanctioned posts.

The Committee in view of above facts arrives at conclusions that the relevant Clause 13.3 of Chapter-8 'Service & Conduct Rules for Non-Teaching Employees may be amended by the Executive Council to the extent that the post of Deputy Registrar/ Assistant Registrar shall be filled up 100% by way of promotion from amongst the Assistant Registrar/ Superintendent respectively purely on seniority-cum-merit basis.

  
(Jitender K. Bhardwaj)

  
(B.S. Sindhu)

  
(Rajesh Punia)

  
(Mukesh Kumar)

PROCEEDING OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE VICE-CHANCELLOR TO PRESCRIBE THE SELECTION CRITERIA FOR APPOINTMENT TO THE POST OF INFORMATION SECURITY OFFICER FOR UIET UNDER SFS HELD ON 27.03.2018 PM IN THE O/O HEAD DEPARTMENT OF LAW, MAHARSHI DAYANAND UNIVERSITY, ROHTAK

**MEMBER PRESENT:**

- |   |          |
|---|----------|
| 1. Prof. A. S. Dalal,<br>HOD (Law)                      | Convener |
| 2. Prof. Rahul Rishi,<br>Director (UIET)                | Member   |
| 3. Dr. G.P. Saroha,<br>Director (UCC)                   | Member   |
| 4. Sh. Subhash Chander<br>Assistant Registrar (Estt.NT) | Member   |

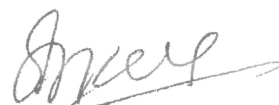
A meeting of the Committee held on 27.03.2018 at 12.30 PM in the O/o Head, Dept. of Law. The Committee discussed the issue regarding prescribing the selection criteria for appointment to the post of Information Security Officer for UIET (under SFS) and made its recommendations as under:

Name of Post: Information Security Officer (for UIET under SFS)

**SELECTION CRITERIA FOR THE POST OF INFORMATION SECURITY OFFICER (UIET UNDER SFS)**

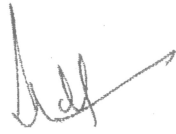
			Total Marks: 50
Sr. No.	Particulrs	Marks	Maximum Marks
1.	<b>Academic Record</b>		
	Matric 2 <sup>nd</sup> Division Matric Ist Division	02 Marks 04 Marks	04 Marks
	10+2 2 <sup>nd</sup> Division 10+2 Ist Division	02 Marks 04 Marks	04 Marks
	B.Tech/MCA 60% to 65%	01 Mark for each percentage	10 Marks
	above 65%	02 Marks for each percentage	



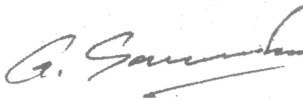



	LLB 50 to 60%	0.5 Marks for each percentage	12 Marks
	Above 60 to 65%	01 Marks for each percentage	
	Above 65%	02 Marks for each percentage	
2.	<b>Additional Higher Qualifications</b>		03 Marks
	Certificates such as MCP, MCSE, Red Hat Linux/ Linux Certificate, Security Certification	0.5 Marks for each certificate/diploma of minimum three months duration.	
	M.Tech/L.L.M.	01 Mark for each	
3.	<b>Experience</b>		03 Marks
	Experience after acquiring minimum qualification for the post as a Software Engineer/ Programmer/ or experience in implementation of ERP or e-Governance in Project of the Organization/ Enterprise preferably University/Educational Institution/IT Sector, etc. <b>Experience acquired after B.Tech/MCA &amp; LLB will be considered only.</b>	01 Mark for each completed year	
4.	Gold Medal in the Basic degree essential for eligibility (i.e. B.Tech/MCA & LLB)	01 Mark for each	02 Marks
5.	Assessment of Domain Knowledge (Technical /Professional) through PPT/Case Study in the subject.	-	06 Marks
6.	Interview	-	06 Marks

**Note:** Fraction of marks below 0.5% rounded off to the preceding lower and 0.5 & above will be rounded off to the next number.

  
(A.S. DALAL)

  
(RAHUL RISHI)

  
(G.P. SAROHA)

  
(SUBHASH CHANDER)

