



GONDWANA UNIVERSITY, GADCHIROLI.

Direction No. 11 of 2019.

(Under section 71 (20) of the Maharashtra Public Universities Act, 2016.)

QUALIFICATIONS, RECRUITMENT, TERMS OF OFFICE, DUTIES AND CONDITIONS OF SERVICE OF THE DEANS OF THE FACULTIES IN THE UNIVERSITY, DIRECTION, 2019.

(Issued under provision of sub-section (8) of section 12 of the Maharashtra Public Universities Act, 2016.)

Whereas, the Maharashtra Public Universities Act, 2016, has come into force with effect from 1st March, 2017 i.e. Maharashtra Act No.VI of 2017 (Hereinafter referred to as the Act.);

AND

Whereas, the above mentioned Act has been made applicable to the Gondwana university, Gadchiroli by the Maharashtra Government from 1st March, 2017;

AND

Whereas, sub-section (20) of section 71 of the above mentioned Act provides that qualification, recruitment, code of conduct, terms of office, duties and conditions of service of officers of the university are the matters to be provided by the statutes;

AND

Whereas, sub-section (4) of section 10 of the Act provides that the Deans of the faculties shall be the other officers of the university;

AND

Whereas, sub-section (10) of section 12 of the above mentioned Act, provides that the Vice-Chancellor shall be the appointing and disciplinary authority for the officers of the university of the rank of Assistant Registrar and of the rank equivalent thereto and above;

AND

Whereas, sub-section (1) of section 15 of the Act provides that there shall be a Dean for each faculty, who shall be a full time salaried officer;

AND

Whereas, sub-section (2) of section 15 of the Act provides that the Dean shall be appointed by the Vice-Chancellor on the recommendations of the selection committees for the purpose under the act;

AND

Whereas, sub-section (3) of section 15 of the Act provides that the term of Dean shall be co-terminus with the term of office of the Vice-Chancellor or till he attains the age of superannuation, whichever is earlier.

Provided that the new Vice-Chancellor may continue his services as a Dean till the new Dean is duly appointed.

Provided further that, in case vacancy occurs in the office of the Vice-Chancellor because of death, resignation or otherwise, the Dean shall continue to hold the post till the end of that academic year.

AND

Whereas, sub-section (4) of section 15 of the Act provides that the qualifications and experience for the purpose of selection of the Dean shall be the qualification and experience of the professor or principal having aggregate minimum teaching or research experience of not less than 15 years;

AND

Whereas, section 16 of the Act provides the power and duties of the Dean of the faculty;

AND

Whereas, sub-sections (4) and (5) of section 26 of the Act provides that the faculty and the Board of Deans are respectively the authorities of the university;

AND

Whereas, sub-section (2) of section 34 of the Act provides that the university shall have the following faculties, namely :-

- (i) Faculty of Science and Technology;
- (ii) Faculty of Commerce and Management;
- (iii) Faculty of Humanities;
- (iv) Faculty of Inter-Disciplinary Studies.

AND

Whereas, clause (a) of sub-section (4) of section 34 of the Act provides that the Dean of the faculty shall be the ex-officio chairperson of the faculty concerned;

AND

Whereas, clause (b) of sub-section (2) of section 36 of the Act provides that the Deans of the faculties shall be the members of the Board of Deans;

AND

Whereas, clause (a) of sub-section (1) of section 105 of the Act provides that there shall be a selection committee for making recommendations of suitable candidates for appointment to the posts of the Deans;

AND

Whereas, sub-section (2) of section 105 of the Act provides the constitution of the selection committee for making recommendations of suitable candidates for appointment to the posts of Deans;

AND

Whereas, Higher & Technical Education Department in Government of Maharashtra Vide Government Resolution No. PDNI-2017/P.K.167/17/Vishi-1 dated 14/01/2019 has sanctioned two post of Deans for Gondwana University, Gadchiroli;

AND

Whereas, the Management Council in its meeting held on 28/02/2019 Vide item No. 19 on the agenda papers has resolved to create two post of Deans on the establishment of the university for the faculties mentioned below :-

- (i) Faculty of Science and Technology; and
- (ii) Faculty of Humanities;

AND

Whereas, the Management Council in its meeting held on 28/02/2019 Vide item No. 19 on the agenda paper has further resolved to decide qualifications of the post of professor and Principal provided under para 4.1.0 and 4.2.0 respectively provided under U.G.C. Regulations on minimum qualifications for appointment of the teachers and other academic staff for universities and colleges and measures for the maintenance of standards in Higher Educations 2010, for advertising the post of Deans for the faculty concerned with aggregate minimum teaching or research experience of not less than 15 years in concerned discipline/faculty.

AND

Whereas, no statutes are passed by the Senate of the university relating to qualifications recruitments, terms of office, duties and conditions of service of the Deans of the faculties ;

AND

Whereas, making of Statute relating to the matter is time consuming process;

AND

Whereas, two post of Deans for the faculties of Science and Technology, and Humanities are to be advertised for making recruitment to the said posts;

AND

Whereas, it is necessary to provide sub-ordinate legislation relating to qualifications, recruitment, terms of office, duties and conditions of service of the Deans of the faculties in the university for making recruitment to the post of Deans.

Now, therefore, I, Dr. N.V. Kalyankar, Vice-chancellor, Gondwana University, Gadchiroli, in exercise of the powers vested on me under provision of sub-section (8) of section 12 of the Maharashtra Public universities Act, 2016, do hereby issue following Directions :-

1. This Direction shall be called "Qualifications, recruitment, terms of office, duties and conditions of service of the Deans of the Faculties in the University, Direction, 2019."
2. This Direction shall come into force with effect from the date of its issuance.
3. In this Direction, unless the context otherwise requires :-
 - a) 'Act' means the Maharashtra Public Universities Act, 2016, i.e. Maharashtra Act No. VI of 2017;
 - b) 'Chancellor' means the Governor of Maharashtra, for the time being, be the chancellor of the university, by virtue of his office, he shall be the Head of the university;
 - c) 'Dean of the faculty' means Dean for each faculty namely the faculty of Science and Technology, the faculty of Commerce and Management, the faculty of Humanities and the faculty of Inter-Disciplinary Studies.
 - d) 'Maharashtra Civil Services Rules' means the Maharashtra Civil Services (Discipline and Appeal) Rules, 1979 which shall be applicable for the officers and employees of the university
 - e) 'Management council' means the Management council of the university as constituted under provision of sub-section (4) of section 30 of the Act;
 - f) 'Selection Committee' means the selection committee constituted under provision of sub-section (2) of section 105 of the Act for making recommendations of suitable candidates for appointment to the post of Deans.
 - g) 'State Government' means the Government of Maharashtra;
 - h) 'Teacher' means a person as defined under sub-section (61) of section 2 of the Act.
 - i) 'U.G.C.' means the university Grants Commission established under the university Grants Commission Act, 1956;
 - j) 'University' means the Gondwana university, Gadchiroli, mentioned in the schedule of the Act;

- k) 'Vice-chancellor' means the Vice-chancellor of the university appointed by the chancellor under provision of sub-section (4) of section 11 of the Act;

4 Qualifications and experience for recruitment to the post of Dean relating to the faculty concerned, shall be as provided below :-

A. i) An eminent scholar with Ph.D. qualifications (s) in the concerned/allied/relevant discipline(s)/faculty and published work of high quality, actively engaged in research with evidence of published work with a minimum of 10 publications as books and or research/policy papers.

ii) A minimum of ten years of teaching experience in university/college, and/or experience in research at the University/National level institutions/industries, including experience of guiding candidates for research at doctoral level.

iii) Contribution to educational innovation, design of new curricula and courses, and technology-mediated teaching learning process.

OR

i) A Master's Degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) by a recognized University.

ii) A Ph.D. Degree in concerned/allied/relevant discipline (s)/ faculty in the institution concerned with evidence of published work and research guidance.

iii) Associate professor/Professor with a total experience of fifteen years of teaching/research/administration in Universities, Colleges and other institutions of higher education.

B. A minimum score as stipulated in the Academic Performance Indicator (API) based Performance Based Appraisal System (P.B.A.S.), as set out in the U.G.C. Regulations dated 30th June, 2010 and amendments thereof for the Post of Professor/Principal (Direct Recruitment)

C. Aggregate minimum teaching or research experience of not less than fifteen years in the concerned discipline/faculty.

5. Candidate, for each post of the Dean, shall not be less than 45 years of age, unless already in the service of the university or affiliated college.

6. The term of Dean shall be co-terminus with the term of office of the Vice-Chancellor or till he attains the age of superannuation, whichever is earlier.

Provided that the new Vice-Chancellor may continue his services as a Dean till the new Dean is duly appointed.

Provided further that, in case vacancy occurs in the office of the Vice-Chancellor because of death, resignation or otherwise, the Dean shall continue to hold the post till the end of that academic year.

The appointment to the post of Dean shall be terminated after giving one month notice or one month salary in view of such notice.

7. A candidate who desires to apply for the Post of Dean relating to the faculty shall have to submit a declaration in prescribed form regarding small Family, as per the provision made in Notification No. SRV 2000/(CR(17/2000))/XII, dated 28th March, 2005 of General Administration Department, Mumbai- 400032.
8. An applicant already in the employment either in temporary capacity or in permanent capacity in the university or in the affiliated college or outside the university or in the government agency shall have to submit his/her application through proper channel regarding 'No objection' on or before the last date prescribed for submitting an application for the related post. An applicant may submit an advance copy of an application form, in lieu of 'No objection' from the proper channel, on or before the last date prescribed for the purpose.
9. A committee, of not more than three persons, shall be appointed by the vice-Chancellor, to scrutinize the validity of the application forms for the related post, in the light to perform duty as provided under sub-section (5) of section 12 of the Act.
The committee, in the light of advertised qualifications and experience, shall Scrutinize the application form received on or before the last date prescribed for submitting an application form and decide the validity of the applicant candidate along with the following:-
 - a) Whether the application is with incomplete and/or erased and /or wrong information in respect of educational qualifications, experience, age etc.
 - b) Whether the certificates annexed with the application form are attested.
 - c) Whether the prescribed fee is paid by the applicant.
 - d) Whether the application is received through proper channel, if the applicant is in employment.
 - e) Whether the applicant has submitted the declaration required to be submitted with an application.
 - f) Whether the application is received in the university on or before the last date prescribed for the purpose.
10. The recommendations of the committee shall be subject to the approval of the vice-chancellor. No correspondence shall be made with the applicant candidate regarding invalidity of an application form and the reasons therefor.
11. An applicant shall have to attend an interview/test, at his/her own expenses. Canvassing, directly or indirectly, if any, to strengthen the candidature is prohibited and shall be liable for declaring disqualification for the post.

12. Every post of Dean of the faculty concerned to be filled in by selection shall be duly and widely advertised according to the draft approved by the Vice-Chancellor, together with particulars of the minimum and additional qualifications as prescribed, the emoluments and the number of posts to be filled and reasonable time to be determined by the Vice-Chancellor, shall be allowed within which the applicants may, in response to the advertisement, submit their applications. All updates and instructions regarding recruitment shall be updated on Gondwana University, Gadchiroli website.
13. Subject to revision by the state Government, the pay band & AGP/Grade pay for the Post of Dean of the faculty concerned shall be as mentioned below:-

Sr. No.	Post	Pay band & AGP	category
1	Dean of the faculty	Rs. 37400-67000 AGP Rs.10,000	For all

14. A) There shall be a selection committee for making recommendations of suitable candidates for appointment to the Post of Dean for the faculty concerned.
- B) The selection committee shall consist of-
- the vice-chancellor, chairperson;
 - the chancellor's nominee on the Management Council;
 - two experts having special knowledge in the field related to the post to be filled, who are not connected with the university and affiliated colleges or recognized institutions, nominated by the Chancellor;
 - One person belonging to scheduled castes or scheduled tribes, or other Backward classes, nominated by the vice-chancellor;
 - One elected principal or teacher who is a member of Management Council to be nominated by the Management Council.
 - The Director of Higher Education or his nominee not below the rank of the joint Director of higher education;
 - the Registrar member-secretary :-
- Provided that, where the Registrar himself is a candidate for the post then in such case, the Pro-Vice-chancellor shall be the member secretary.
- C) The meeting of the selection committee shall be convened on the date determined by the Vice-chancellor (chairperson) by a notice issued by its secretary.
- D) The quorum for the meeting of the selection committee shall ordinarily be one third of the members. If there is no quorum, the meeting shall be adjourned by the chairperson to a specific time on the same day and no quorum shall be necessary for such adjourned meeting.

- E) Save as otherwise provided, matter or proposal on the agenda shall be decided by a majority of votes of members present. The chairperson shall have a vote. In case of equality of votes, the chairperson shall have casting vote. The secretary, if not a member, shall have right to participate in the deliberations but shall not have the right to vote.
- F) When the chairperson, so provided for, is absent and pro-Vice-chancellor is not appointed in the university, the members present shall elect a person from amongst themselves to preside at the meeting.
- G) The date of the meeting of selection committee shall be so fixed as to allow a notice of at least thirty days of such meeting, being given to each member and the particulars of each candidate shall be sent to each member of the selection committee so as to reach him/her at least seven days before the date of meeting.
- H) The selection committee shall interview and adjudge the merits of each candidate regarding his/her performance in the interview. If found suitable, shall recommend a panel of names arranged in order of merit, for appointment to the post of Dean of the faculty concerned :-
- I) The Vice-chancellor shall appoint a person recommended in a panel of names arranged in order of merit as Dean of the faculty concerned.
Provided that the Vice-chancellor shall record reasons in writing if he/she decides, to alter the order of merit recommended by the selection committee for the said appointment. However such alteration shall be given effect only after getting assent to it from the Hon'ble Chancellor.
- J) The Vice-chancellor shall issue the appointment order to the person recommended by the selection committee.
15. The power and duties of the post of Dean shall be as mentioned in Appendix - A appended with this Direction.

Gadchiroli.

Date :-

01/03/2019

(Dr. N. V. Kalyankar)
Vice-chancellor

Power and Duties of Dean.

As per provision of section 16 of the Maharashtra Public Universities Act, 2016, The Dean Shall :-

- (a) be responsible for academic planning and academic audit of the programmes and implementation of academic policies approved by the Academic Council in respect of academic development, maintenance of quality of education including standards of teaching and research and training of teachers within his faculty. He shall work directly under the superintendence, direction and control of the Vice-Chancellor;
- (b) be responsible for development and application of quality benchmarks or parameters for various academic and administrative activities of higher education;
- (c) facilitate the creation of a learner-centric environment conducive for quality education;
- (d) arrange for feedback responses from the students, the teachers, non-teaching staff, the parents and the other stakeholders on quality-related institutional processes;
- (e) ensure appropriate actions, as are needed for maintenance of quality of teaching spelt out by the Internal Quality Assurance Cell;
- (f) ensure that the teachers' appraisal by students is carried out and the reports thereof are sent to the university authorities concerned;
- (g) be responsible for dissemination of information on the various quality parameters of higher education, as may be defined by various national level bodies dealing with assessment and accreditation of quality in educational institutions;
- (h) organize inter-institutional and intra-institutional workshops, seminars on quality related themes and promotion of quality circles;
- (i) co-ordinate quality-related activities, including adoption and dissemination of good practices, development and maintenance of institutional database, through management information system for the purposes of maintaining or enhancing the institutional quality;
- (j) be responsible for development of quality culture in higher education;
- (k) prepare Annual Quality Assurance Report of programmes within his faculty, based on the quality parameters or assessment criteria, developed by the relevant quality assurance bodies, in the prescribed format;
- (l) be responsible for bi-annual development of quality parameters and ranking of integral units of higher education based on the Annual Quality Assurance Report;
- (m) interact with State Quality Assurance Cell in the pre-accreditation and post-accreditation quality assessment, sustenance and enhancement endeavours;
- (n) recommend to the Management Council proposals for the institution of fellowship, travelling fellowship, scholarship, studentship, medals and prizes and making Regulations for their award;
- (o) recommend to the Management Council through the Academic Council, proposals for the conduct of inter-faculty and area or regional studies, common facilities, such as instrumentation centers, knowledge resource centers, Science and Technology Parks, entrepreneurship development and industry incubation center, intellectual property rights center, workshops, hobby centers, museums, etc.;

- (p) control, regulate and co-ordinate research activities to maintain standards of teaching and research in the university departments, post-graduate departments in colleges and recognized institutions;
- (q) recommend to the Academic Council proposals for conduct of post-graduate courses in university departments, post-graduate departments in colleges and recognized institutions;
- (r) recommend to the Academic Council the norms of recognition of postgraduate teachers and research guides in post-graduate departments in colleges, autonomous colleges and institutions, empowered autonomous colleges, cluster of institutions and recognized institutions;
- (s) recommend to the Academic Council the norms of recognition of undergraduate teachers and project guides in under-graduate departments in colleges, autonomous colleges and institutions, empowered autonomous colleges, cluster of institutions and recognized institutions;
- (t) recommend to the Academic Council the norms of recognition of experts working in industries or private professional skills development companies or private skills development institutions, as recognized teachers for the certificate or diploma or advanced diploma or associate degree programmes which may be run by colleges, institutions, autonomous colleges and institutions, empowered autonomous colleges or cluster of institutions, empowered skills development colleges and private skills education provider, as recommended by the university authorities;
- (u) be responsible for ensuring standards of under-graduate and post-graduate teaching and research in the faculty;
- (v) be responsible for ensuring academic development of the faculty under his purview and proper implementation of the decisions of the Board of Studies, Faculty, Academic Council, Management Council and the Board of Examinations and Evaluation in respect of his faculty;
- (w) be responsible for creation of a repository of questions with model answers which shall be continuously updated and expanded;
- (x) enquire into any malpractices committed in any academic programmes in the faculty by a university department, affiliated or conducted or community or autonomous, empowered autonomous colleges or cluster of institutions or recognized institutions, on being directed by the Academic Council and submit a report of the findings to the Academic Council;
- (y) render necessary assistance for redressal of grievances of the students in the faculty;
- (z) prepare proposals for award of fellowship, scholarship and other distinctions in the faculty for submission to the Academic Council;
- (za) prepare reports as required by the various authorities or bodies of the university, the State Government, the Central Government, the Central Educational Commissions or Councils, Commission and any such other body;
- (zb) exercise such other powers and perform such other duties as prescribed by or under the Act or assigned to him by the Vice-Chancellor or Pro-Vice-Chancellor from time to time.