

office under the repealed Ordinance shall continue to function till new appointments or nominations are made or elections are held according to this Order.

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

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

## **THE SCHEDULE**

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

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

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

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

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

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

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

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

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

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

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

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

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

(2) The Faculty of Education shall consist of –

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Provided that-

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(b) on his death:

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

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

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

(i) widow or widows;

(ii) children; and

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- (2) (a) The gratuity may be paid in lump sum or in instalment as the Vice- Chancellor may decide in each case.
- (b) The gratuity shall be payable only-
- (i) when a whole-time M.L.S.S. has completed twenty years' active service;
  - (ii) when a whole-time M.L.S.S. has completed twelve years' active service and is not less than 55 years of age; and

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(c) The medical leave of the Vice-Chancellor shall be prefixable or affixable to a vacation or other holidays or other leave.

(vii) The Vice-Chancellor shall not receive full pay in respect of any continuous period of leave or of leave combined with vacation exceeding eight months in all.

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

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

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

(a) The Treasurer shall enjoy in each academic year vacation of two months to be taken during the long vacation and all University holidays.

(b) If he is re-appointed as from the termination of his first term of office, the Treasurer shall be regarded as having earned in respect of that period one month's leave for each completed year of service.

(c) Leave other than casual or medical leave shall be granted to the Treasurer by the Chancellor after report from the Syndicate and shall be either prefixable or affixable to any vacation or holiday permissible to the Treasurer.

(d) The Chancellor shall be empowered on the recommendation of the Syndicate to grant leave to the Treasurer in case of urgent private necessity, at any time during his tenure of office for a period not

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

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

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

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

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

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

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

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

(a) Deputy Commissioner; or

(b) Subdivisional Officer.

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

*Other members*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

*Other members*

(iii) Two elected representatives of teaching staff.

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

(v) One nominee of the University.

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

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

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

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

Sections are bifurcated-

(i) *President (ex-officio)* – The Commissioner or any person nominated by him from the following-

(a) Deputy Commissioner, or

(b) Subdivisional Officer.

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

*Other members*

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

(iv) Four representatives of guardians to be elected by the legal guardians of students from amongst themselves; two to be elected by the guardians of students belonging to the Degree classes and two by the guardians of students belonging to the Intermediate classes:

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

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

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

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

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

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

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

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

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

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

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

*Other members*

(iii) Two elected representatives of the teaching staff irrespective of whether they teach in the Degree or Intermediate classes for a period of one year.

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

(v) One nominee of the University.

(vi) One nominee of the Chairman of the Board of Intermediate and Secondary Education concerned.

(vii) Four representatives of guardians to be elected by the legal guardians of students, two to be elected by the legal guardians of students belonging to the Degree classes and two by the guardians of students belonging to the Intermediate classes:

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

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

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

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

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

*Other members*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Provided that-

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

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

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

(3) The Academic Committee shall deal with-

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

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

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

**Academic Committee:**

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

**Function of the Academic Committee:**

The Academic Committee shall deal with –

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

**Planning Committee:**

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

**Function of the Planning Committee:**

The Planning Committee shall deal with-

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

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

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

- (4) The Director, Physical Education.
- (5) The Deputy Inspector of Colleges.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(a) The Vice-Chancellor;

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

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

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

**APPENDIX 'A'**

**FORM OF APPLICATION**

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

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

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

The statements made above are correct.

*Signature* .....

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

Received on .....

Cashier's Receipt No. ....

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

---

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

**APPENDIX 'B'****FORM FOR RE-ADMISSION OF REGISTERED GRADUATES**

1. Name.....

2. Father's name .....

\*3. Address.....

.....

4. Occupation .....

5. Registration No. ....

6. Session or Sessions for which the fee is paid

.....

Date .....

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

Received Taka

.....

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

.....

*Signature of the Cashier or Collecting Officer.*


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

**APPENDIX 'C'**

**DHAKA UNIVERSITY PROVIDENT FUND**

Depositor No. ....

**FORM OF DECLARATION**

\* From ..... Subscriber.

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

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

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

\* Here state married or unmarried.

Two witnesses' signatures –

(1)

(2)

Station .....

Date .....

.....

*Signature of subscriber.*

## THE SECOND STATUTES OF THE UNIVERSITY

### Statutes regarding the establishment of the Institute of Education and Research at Dhaka

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### THE THIRD STATUTES OF THE UNIVERSITY

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### THE FOURTH STATUTES OF THE UNIVERSITY

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- (viii) to do other things necessary for the advancement of the Institute and to report them to the Syndicate.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

#### THE SIXTH STATUTES

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- (i) the Vice-Chancellor – *Chairman*;
- (ii) the Director of the Institute;
- (iii) one member of the Governing Body elected by the Governing Body;
- (iv) one member of the Academic Council elected by the Academic Council; and
- (v) one outside expert to be appointed by the Academic Council on the recommendation of the Director of the Institute.

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

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

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

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

**THE SEVENTH STATUTES OF THE DHAKA UNIVERSITY**

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

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

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

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

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

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

4. The Fund shall consist of –

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

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

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

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

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

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

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

10. The Fund shall grant financial assistance to –

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(iv) one representative of the Academic council;

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

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

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

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