

STATUTE – 19

Board of Studies

The Board of Studies shall be the principal academic body of the Faculty and therefore, shall be constituted for each Faculty. It shall be a statutory body of the Faculty and shall consider all the academic matters of the Faculty and make the appropriate recommendations to the Academic Council for its considerations and approval. Further, it shall have the control and general supervision and be responsible for the maintenance of academic standards inclusive of examinations in the departments of the concerned faculty.

(a) Formation of the Board of Studies

The Dean of the Faculty shall be the Chairperson of the Board of Studies and shall have the following as members, namely:

- (i) All the Heads of the teaching departments which constitute the Faculty;
- (ii) All the Professors and the Associate Professors assigned to the Faculty;
- (iii) One Professor from other Faculty as a nominee of the Vice – Chancellor;
- (iv) Two experts, co-opted by the Board of Studies who possess special attainments in particular fields of study and are not employees of the University.

The members of the Board of Studies, other than the ex-officio members, shall hold the office for a term of three years from the date of their appointment or co-option, as the case may be or as specified otherwise.

(b) Meetings and Quorum

- (i) As a routine, the Board of Studies shall normally meet once a year on the dates as fixed by the Dean of the Faculty. However, the Dean may call a special meeting of the Board of Studies if required, by serving at least three days clear notice for the same.
- (ii) The agenda and proceedings of each meeting of the Board of Studies shall be prepared by the Dean of the Faculty and shall be sent to each member of the Board with a copy to the Vice - Chancellor for information and necessary action.
- (iii) One third members of the Board of Studies shall form the quorum for a meeting.

(c) Powers and Functions

Subject to the relevant provisions of the Act, the Statutes and the Ordinances,

the Board of Studies shall consider all the academic matters of the faculty and recommend to the Academic Council for approval. Powers and Functions include the following:

- (i) To exercise general supervision over the academic policies of the Faculty and to give directions regarding methods of instruction, evaluation, research and the improvement in the academic standards.
 - (ii) To recommend to the Academic Council regarding the courses of studies and curricula for each examination after considering the recommendations of the Departmental Councils.
 - (iii) To recommend to the Academic Council the combination and sub-division of the Departments or the Faculties, if required.
 - (iv) To consider and make recommendations to the Academic Council on the matters of general academic interest either on its own initiative or on the directives received from the Planning and Development Board or the Board of Management.
 - (v) To frame such regulations as are consistent with the Statutes and the Ordinances regarding the academic functioning of the Faculty, including discipline, admissions, award of fellowships and studentships, fee and other academic requirements concerning the Faculty.
 - (vi) To take measures for Quality Education and Accreditation of the Departments of Studies.
- (d) The Dean may call a joint meeting of the Board of Studies and Faculty to resolve the matter of academic and administrative nature.