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THE AL-KARAM INTERNATIONAL INSTITUTE ACT, 2021

[1st December, 2021]

ACT NO. XLVIII OF 2021AN

act to provide for the establishment of the Al-Karam International Institute

WHEREAS it is expedient to provide for the establishment of the Al-Karam International institute in the private sector for promotion of special studies and for matters ancillary thereto;

It is hereby enacted as follows:—

CHAPTER-I PRELIMINARY

1. Short title, application and commencement.—(1) This Act shall be called the Al-Karam International Institute Act, 2021.

(2) It shall come into force at once.

2. Definitions.—In this Act, unless there is anything repugnant in the subject or context:

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“Academic Council” means the Academic Council of the Institute;

“Anjuman” means the Anjuman Taleem-ul-Muslimeen (Regd.);

“Authority” means an Authority of the Institute under the Act;

“Chancellor” means the Chancellor of the Institute;

“college or school” means constituent college or school of the Institute;

“Commission” means the Higher Education Commission of Pakistan set up under the Higher Education Commission Ordinance, 2002 (LIII of 2002);

“Dean” means the Dean of a Faculty of the Institute;

“department” means a teaching, research and training department maintained and administered by the Institute;

“Director” means the Head of a Teaching Division of the Institute;

“Faculty” means a Faculty of the Institute;

“Government” means the Federal Government;

“Institute” means the Al-Karam International Institute;

“prescribed” means prescribed by the statutes, regulations or rules;

(n) "Principal" means the Principal of a constituent college or school of the Institute;

(o) "Professor Emeritus" means retired professor working in a faculty in an honorary capacity;

(p) "Representation Committees" means the Representation Committees constituted under the Act;

(q) "Review Panel" means the Review Panel set up by the Chancellor under the Act;

(r) "Senate" means the senate of the Institute;

(s) "Schedule" means a schedule appended to the Act;

(t) "Search Committee" means the Search Committee set up by the Senate under this Act;

(u) "statutes, regulations and rules" means the statutes, regulations and rules respectively made or deemed to have been made under the Act;

(v) "Syndicate" means the Syndicate of the Institute;

(w) "Teacher" means a whole-time teacher appointed and paid by the Institute; and

(x) "Vice-Chancellor" means the Vice-Chancellor of the Institute.

CHAPTER-II

THE INSTITUTE

3. Establishment and incorporation of the Institute—(1) There shall be established an Institute to be called Al-Karam International Institute consisting of the Chancellor, the Vice-Chancellor, members of the Senate, the Deans, the Chairmen, the Principals and members of the Academic Council and such other officers as may be prescribed or any council, committee and any other body as the Authority may establish.

(2) The Institute shall be a body corporate with its main campus at Bhera, having perpetual succession and common seal, with power, among others, to acquire, hold and dispose of any property or investment vesting in it and shall said name sue and be sued.

(3) The Institute shall be competent to acquire and hold property, both movable and immovable, and to lease, sell or otherwise transfer any movable and immovable property which may have become vested in or been acquired by it.

(4) Notwithstanding anything contained in any other law but subject to this Act and the Higher Education Commission Ordinance, 2002 (LIII of 2002), the Institute shall have academic, financial and administrative autonomy including the power to employ officers, teachers and other employees on such terms as may be prescribed.

4. Functions of the Institute—The Institute shall perform the following functions:—

(i) to provide for education and scholarship in such branches of knowledge as it may deem fit with special focus on research in Islamic Shariah and to make

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provision for research, service to society and for the application, advancement and dissemination of knowledge in such manner as it may determine;

to prescribe courses of studies to be conducted by it and the colleges;

to hold examinations and to award and confer degrees, diplomas, certificates and other academic distinctions to and on persons who have been admitted to and have passed its examinations underprescribed conditions;

to prescribe the terms and conditions of employment of the officers, teachers and other employees of the Institute and to lay down terms and conditions that may be different from those applicable to government servants in general;

to engage, where necessary, persons on contracts of specified duration and to specify the terms of each engagement;

to confer honorary degrees or other distinctions on approved persons in the manner prescribed;

to provide for such instruction for persons not being students of the Institute as it may prescribe, and to grant certificates and diplomas to such persons;

to institute programmes for the exchange of students and teachers between the institute and other universities, educational institutions and research organizations, inside as well as outside Pakistan;

to provide career counseling and job search services to students and alumni;
to maintain linkages with alumni;
to develop and implement fund-raising plans;

to provide and support the academic development of the faculty of the Institute;

to confer degrees on persons who have carried on independent research under prescribed conditions;

to accept the examinations passed and the period of study spent by students of the Institute at other universities and places of learning equivalent to such examinations and periods of study in the Institute, as it may prescribe, and to withdraw such acceptance;

to co-operate with the universities, public authorities or private organizations, inside as well as outside Pakistan; in such manner and for such purposes as may be prescribed;

to institute Professorships, Associate Professorships, Assistant Professorships and Lecturerships and any other posts and to appoint persons thereto;

to create posts for research, extension, administration and other related purposes and to appoint persons thereto;

to institute and award financial assistance to students in need, fellowships, scholarships, bursaries, medals and prizes under prescribed conditions;

(xix) to establish departments, schools, colleges, campuses, faculties, institutes, museums and other centers of learning for the development of teaching and research and to make such arrangements for their maintenance, management and administration, inside Pakistan as well as outside Pakistan under prescribed conditions;

(xx) to provide for the residence of the students of the Institute and the colleges, to institute and maintain halls of residence and to approve or license hostels and lodging;

(xxi) to maintain order, discipline and security on the campuses of the Institute and the colleges;

(xxii) | to promote the extracurricular and recreational activities of such students, and to make arrangements for promoting their health and general welfare;

(xxiii) to demand and receive such fees and other charges as it may determine;

(xxiv) to make provision for research, advisory or consultancy services and with these objects to enter into arrangements with other institutions public or private bodies, commercial and industrial enterprises under prescribed conditions;

(xxv) to enter into, carry out, vary or cancel contracts;

(xxvi) to receive and manage property transferred and grants, contributions made to the Institute and to invest any fund representing such property, grants, bequests, trusts, gifts, donations, endowments or contributions in such manner as it may deem fit;

(xxvii) to provide for the printing and publication of research and other works; and

(xxviii) to do such other acts and things as may be requisite in order to further the objectives of the Institute as a place of promotion of special studies, educations, learning and research.

5. Institute open to all classes, creeds, etc.—(1) Except where the Institute has been declared by notification in the official Gazette to be open only to persons of a specified gender, the Institute shall be open to all persons of either gender and of whatever religion, race, creed, class, color or domicile and no person shall be denied the privileges of the Institute on the grounds of religion, race, caste, creed, class, colour or domicile.

(2) An increase in any fee or charge that is in excess of ten percent per annum on an annualized basis from the last such increase may not be made except in special circumstances and with the approval of the Chancellor.

(3) The Institute shall establish financial aid programmes for students in need, to the extent considered feasible by the Senate given the resources available, so as to enable admission and access to the Institute and the various opportunities provided by it to be based on merit rather than ability to pay.

(4) The Institute may offer self-finance schemes not covering more than ten percent of the total number of students in any on-campus taught course or research-based programme of study.

6. Teaching at the Institute—(1) All recognized teaching in various courses shall be conducted by the Institute or a college in the prescribed manner and may include lectures, tutorials, discussions, seminars, demonstrations, distance learning and other methods of instruction as well as practical work in the laboratories, hospitals, workshops and other governmental or private organizations.

(2) | The authority responsible for organizing recognized teaching shall be such as may be prescribed.

CHAPTER-III OFFICERS OF THE INSTITUTE

7. Principal officers—The following shall be the principal officers of the Institute namely:—

- (a) the Patron;
- (b) the Chancellor;
- (c) the Vice-Chancellor;
- (d) the Deans;
- (e) the Principals of the colleges;
- (f) the Chairpersons of the departments;
- (g) the Registrar;
- (h) the Treasurer;
- (i) the Controller of Examinations; and
- (j) such other persons as may be prescribed by the statutes or regulations to be the principal officers of the Institute.

8. Patron.—(1) The President of the Islamic Republic of Pakistan shall be the Patron of the Institute.

(2) The Patron shall, when present, preside at the convocation of the Institute and, in his absence, the Senate may request a person of eminence or the Chancellor to preside over the convocation.

(3) Any proposal to confer an honorary degree shall be subject to confirmation of the Patron.

9. Visitation—(1) The Patron may in accordance with the terms and procedures as may be prescribed, cause an inspection to be made on his own motion or at the request of the Commission in respect of any matter connected with the affairs of the Institute and shall from time to time, direct any person or persons to inquire into or carry out inspection of:

- (a) _ the Institute, its building; laboratories and other facilities;
- (b) any college, school, department, or hostel maintained by the Institute;
- (c) | the adequacy of financial and human resources;

(d) the teaching research, curriculum, examination and other matters of the Institute; and

(e) such other matters as the Patron may specify.

(2) The Patron shall communicate to the Senate his views with regard to the result of visitation and shall, after ascertaining the views of the Senate, advise the Chancellor on the action to be taken by it.

(3) The Chancellor shall, within such time as may be specified by the Patron, communicate to him such action, if any, as has been taken or may be proposed to be taken upon the result of visitation.

(4) Where the Senate does not, within the time specified, take action to the satisfaction of the Patron, the Patron may issue such directions as he deems fit and the Senate shall comply with all such directions.

10. The Chancellor.—(1) The Chairman of the Anjuman shall be the Chancellor of the Institute.

(2) The Chancellor shall, when present, preside at the meetings of the Senate and, in the absence of the Patron, the Senate may request the Chancellor to preside over the convocation of the Institute.

(3) The members of the Senate as well as the Vice-Chancellor shall be appointed by the Chancellor from amongst the persons recommended by the Representation Committee set up for this purpose or the Search Committee established in accordance with the Act and the statutes along with those elected.

(4) If the Chancellor is satisfied that serious irregularity or mismanagement with respect to the affairs of the Institute or an Authority has occurred, he may—

(a) as regards proceedings of the Senate, direct that specified proceedings be reconsidered and appropriate action taken within one month of the direction having been issued; and

(b) direct the Senate to exercise powers under section 19.

(5) If the Chancellor is satisfied that either no re-consideration has been carried out or that the re-consideration has failed to address his concern under sub-section (4), he may, after calling upon the Senate to show cause in writing, appoint a five member Review Panel to examine and report to the Chancellor on the functioning of the Senate.

(6) The report of the Review Panel shall be submitted within such time as may be prescribed by the Chancellor.

(7) The Review Panel shall be drawn from persons of eminence in academics and in the fields of law, accountancy and administration.

11. Removal from the Senate.—(1) The Chancellor may, upon the recommendation of the Review Panel, remove any person from the membership of the Senate on the ground that such person has:

(a) become of unsound mind; or

(b) become incapacitated to function as member of the Senate; or

(c) been convicted by a court of law for an offence involving moral turpitude; or has absented himself from two consecutive meetings without just cause; or

(d) been guilty of misconduct, including use of position for personal advantage of any kind, or gross inefficiency in the performance of functions.

(2) The Chancellor shall remove any person from the membership of the Senate on a resolution calling for the removal of such person supported by at least three-fourths of the membership of the Senate.

(3) The provisions of this section shall not be applicable to the Vice- Chancellor in his capacity as a member of the Senate and before passing of the resolution under sub-section (2), the Senate shall provide the member concerned an opportunity of hearing.

12. Vice-Chancellor.—(1) There shall be a Vice-Chancellor of the Institute who shall be an eminent academician or a distinguished administrator and shall be appointed on such terms and conditions as may be prescribed.

(2) The Vice-Chancellor shall be the chief executive officer of the Institute responsible for all administrative and academic functions of the Institute and for ensuring that the provisions of the Act, statutes, regulations and rules are faithfully observed in order to promote the general efficiency and good order of the Institute.

(3) The Vice-Chancellor may exercise administrative control over the officers, teachers and other employees of the Institute.

(4) The Vice-Chancellor shall, if present, be entitled to attend any meeting of any Authority or body of the Institute.

(5) The Vice-Chancellor may, in an emergency that in his opinion requires immediate action ordinarily not in the competence of the Vice- Chancellor, take such action and forward, within seventy-two hours, a report of the action taken to the members of the Emergency Committee of the Senate, to be set up under the statutes.

(6) The Emergency Committee may direct such further action as it considers appropriate.

(7) The Vice-Chancellor may exercise the following powers:

(a) to direct teachers, officers and other employees of the Institute to take up such assignments in connection with examination, administration and such other activities in the Institute as he may consider necessary for the purposes of the Institute;

(b) to sanction by re-appropriation an amount not exceeding an amount prescribed by the Senate for an unforeseen item not provided for in the budget and report it to the Senate at the next meeting;

(c) to make appointments of such categories of employees of the Institute and in such manner as may be prescribed by the statutes;

(d) to suspend, punish and remove, in accordance with prescribed procedure, from

service officers, teachers and other employees of the Institute except those appointed by or with the approval of the Senate;

(e) to delegate, subject to such conditions as may be prescribed, any of his powers under this Act to an officer or officers of the Institute; and

(f) to exercise and perform such other powers and functions as may be prescribed.

(8) The Vice-Chancellor shall present an annual report before the Senate within three months of the close of the academic year and the annual report shall contain such information as regards the academic year under review as may be prescribed including disclosure of all relevant facts pertaining to:

(a) academics;

(b) research;

(c) administration; and

(d) Finances.

(9) The Vice-Chancellor's annual report shall be made available, prior to its presentation before the Senate, to all officers and teachers and shall be published in such numbers as are required to ensure its wide circulation.

13. Appointment and removal of the Vice-Chancellor.—(1) The Vice-Chancellor shall be appointed by the Chancellor on the recommendations of the Senate.

(2) A Search Committee for the recommendation of persons suitable for appointment as Vice-Chancellor shall be constituted by the Senate on the date and in the manner prescribed by the statutes and shall consist of two eminent members of the Society nominated by the Chancellor, two members of the Senate, two distinguished Teachers who are not members of the Senate and one academic of eminence not employed by the Institute.

(3) The Senate shall select two distinguished Teachers through a process, to be prescribed by statutes that provides for the recommendation of suitable names by the Teachers in general.

(4) The Search Committee shall remain in existence till such time that the appointment of the next Vice-Chancellor has been made by the Chancellor.

(5) The persons proposed by the Search Committee for appointment as Vice-Chancellor shall be considered by the Senate and of these, the Senate shall recommend a panel of three in order of priority to the Chancellor.

(6) The Chancellor may decline to appoint any of the three persons recommended and seek recommendation of a fresh panel and, in the event of a fresh recommendation being sought by the Chancellor, the Search Committee shall make a proposal to the Senate in the prescribed manner.

(7) The Vice-Chancellor shall be appointed for a renewable tenure of five years on terms and conditions prescribed under the statutes.

(8) The tenure of an incumbent Vice-Chancellor may be renewed by the Chancellor on receipt of a resolution of the Senate in support of such renewal or the Chancellor may call upon the Senate to reconsider such resolution.

(9) The Senate may, pursuant to a resolution in this behalf passed by three-fourths of its

membership, recommend to the Chancellor the removal of the Vice-Chancellor on the ground of inefficiency, moral turpitude or physical or mental incapacity or gross misconduct, including misuse of position for personal advantage of any kind.

(10) The Chancellor may make a reference to the Senate stating the instances of inefficiency, moral turpitude or physical or mental incapacity or gross misconduct on the part of the Vice-Chancellor that have come to his notice and after consideration of the reference, the Senate may pursuant to a resolution in this behalf passed by two-thirds of its membership recommend to the Chancellor the removal of the Vice-Chancellor.

(11) Prior to a resolution for the removal of the Vice-Chancellor is voted upon, the Senate shall provide the Vice-Chancellor an opportunity of being heard.

(12) A resolution recommending the removal of the Vice-Chancellor shall be submitted to the Chancellor forthwith and the Chancellor may accept the recommendation and order removal of the Vice-Chancellor or return the recommendation to the Senate.

(13) At any time when the office of the Vice-Chancellor is vacant or the Vice-Chancellor is absent or is unable to perform the functions of his office due to illness or some other cause, the Senate shall make such arrangements for the performance of the duties of the Vice-Chancellor as it may deem fit.

14. Registrar.—(1) There shall be a Registrar of the Institute to be appointed by the Senate on the recommendation of the Vice-Chancellor on such terms and conditions as may be prescribed.

(2) The experience as well as the professional and academic qualifications necessary for appointment to the post of the Registrar shall be such as may be prescribed.

(3) The Registrar shall be a full-time officer of the Institute and shall:

(a) be the administrative head of the secretariat of the Institute and be responsible for the provision of secretariat support to the Authorities;

(b) be the custodian of the common seal and the academic records of the Institute;

(c) maintain a register of registered graduates in the prescribed manner;

(d) supervise the process of election, appointment or nomination of members to the various authorities and other bodies in the prescribed manner; and

(e) perform such other duties as may be prescribed.

(4) The term of office of the Registrar shall be a renewable period of three years and the Senate may, on the advice of the Vice-Chancellor, terminate the appointment of the Registrar on grounds of inefficiency or misconduct in accordance with the prescribed procedure.

15. Treasurer.—(1) There shall be a Treasurer of the Institute to be appointed by the Senate on the recommendation of the Vice-Chancellor on such terms and conditions as may be prescribed.

(2) The experience and the professional and academic qualifications necessary for appointment to the post of the Treasurer shall be such as may be prescribed

(3) The Treasurer shall be the chief financial officer of the Institute and

(a) manage the assets, liabilities, receipts, expenditures, funds and investments of the Institute;

(b) prepare the annual and revised budget estimates of the Institute and present them to the Syndicate or a committee thereof for approval and incorporation in the budget to be presented to the Senate;

(c) ensure that the funds of the Institute are expended on the purposes for which they are provided;

(d) have the accounts of the Institute audited annually so as to be available for submission to the Senate within six months of the close of the financial year; and

(e) perform such other duties as may be prescribed.

(4) The term of office of the Treasurer shall be a renewable period of three years and the Senate may, on the advice of the Vice-Chancellor, terminate the appointment of the Treasurer on grounds of in-efficiency or misconduct in accordance with the prescribed procedure.

16. Controller of Examinations.—(1) There shall be a Controller of Examinations, to be appointed by the Senate on the recommendation of the Vice- Chancellor on such terms and conditions as may be prescribed.

(2) The minimum qualifications necessary for appointment to the post of the Controller of Examinations shall be such as may be prescribed.

(3) The Controller of Examinations shall be a full-time officer of the Institute and shall be responsible for all matters connected with the conduct of examination and perform such other duties as may be prescribed.

(4) The Controller of Examinations shall be appointed for a renewable term of three years and the Senate may, on the advice of the Vice-Chancellor, terminate the appointment of the Controller of Examinations on grounds of in-efficiency or misconduct in accordance with the prescribed procedure.

CHAPTER-IV

AUTHORITIES OF THE INSTITUTE

17. Authorities.—(1) The following shall be the Authorities of the Institute:

(a) Authorities established by the Act:—

(i) the Senate;

(ii) the Syndicate; and

(iii) the Academic Council;

(b) Authorities to be established by the statutes: —

(i) Graduate and Research Management Council;

(ii) Recruitment, Development, Evaluation and Promotion committees for

Teachers and other staff whether at the level of the department, the Faculty or the Institute;

(iii) Career Placement and Internship Committee of each Faculty;

(iv) Search Committee for the appointment of the Vice- Chancellor;

(v) Representation Committees for appointment to the Senate, Syndicate and the Academic Council;

(vi) Faculty Council; and

(vii) Departmental Council.

(2) The Senate, the Syndicate and the Academic Council may set up such other committees or sub-committees, by whatever name described as are considered desirable through statutes or regulations as appropriate and such committees or sub-committees shall be Authorities of the Institute for the purposes of this Act.

18. Senate.—(1) The body responsible for the governance of the institute shall be described as the Senate, and shall consist of the following:—

(a) The Chairman of Anjuman who shall be the Chairperson of the Senate;

(b) the Vice Chancellor;

(c) one member of the Government not below the rank of Additional Secretary nominated by the Ministry of Federal Education;

(d) four persons from society at large being persons of distinction in the fields of administration, management, education, academics, law, accountancy, medicine, fine arts, architecture, agriculture, science, technology and engineering such that the appointment of these persons reflects a balance across various fields;

(e) one person from amongst the alumni of the Institute;

(f) two persons from the academic community other than an employee of the Institute, of the level of professor or principal of a college;

(g) four teachers; and

(h) one person nominated by the Commission.

(2) The numbers of the members of the Senate described against clauses (e) to (h) of sub-section (1) may be increased by the Senate through statutes subject to condition that the total membership of the Senate does not exceed twenty one, with a maximum of five Institute Teachers, and the increase is balanced, to the extent possible, across the different categories specified in sub-section (1).

(3) All appointments to the Senate shall be made by the Chancellor and appointments of persons described in clauses (e) to (h) of sub-section (1) shall be made from amongst a panel of three names for each vacancy recommended by the Representation Committee and in accordance with procedure as may be prescribed and an effort shall be made, without compromising on quality or qualification, to give fair representation to women on the Senate.

(4) As regards the Teachers described in clause (g) of sub-section (I), the Senate shall prescribe a procedure for appointment on the basis of elections that provide for voting by the various categories of the Teachers and the Senate may alternatively prescribe that appointment of Teachers to the Senate shall also be in the manner provided for the persons described in clauses (e) to (f) of sub-section (I).

(5) Members of the Senate, other than ex-officio members, shall hold office for three years and one-third of the members, other than ex-officio members, of the first restructured Senate, to be determined by lot, shall retire from office on the expiration of one year from the date of appointment by the Chancellor; one-half of the remaining members, other than ex-officio members, of the first restructured Senate, to be determined by lot, shall retire from office on the expiration of two years from the date of appointment and the remaining one-half, other than ex-officio members shall retire from office on the expiration of the third year.

(6) A person, other than an ex-officio member, shall not serve on the Senate for more than two consecutive terms.

(7) The Senate shall meet at least twice in a calendar year.

(8) Service on the Senate shall be on honorary basis but actual expenses may be reimbursed to the members as may be prescribed.

(9) The Registrar shall be the secretary of the Senate.

(10) In the absence of the Chancellor meetings of the Senate shall be presided over by such

member, not being an employee of the Institute or the Government, as the Chancellor may, from time to time, nominate and the member so nominated shall be the convener of the Senate.

(11) Unless otherwise prescribed by this Act, all decisions of the Senate shall be taken on the basis of the opinion of a majority of the members present and in the event of the members being evenly divided on any matter, the person presiding over the meeting shall have a casting vote.

(12) The quorum for a meeting of the Senate shall be two thirds of its membership, a fraction being counted as one.

19. Powers and functions of the Senate.—(1) The Senate may exercise general supervision over the Institute and shall hold the Vice-Chancellor and the Authorities accountable for all the functions of the Institute.

(2) The Senate may perform any function of the Institute which is not expressly vested in an Authority or officer by the Act and may exercise the powers not expressly mentioned by this Act that are necessary for the performance of its functions.

(3) Without prejudice to the generality of the foregoing, the Senate shall perform the following functions:—

(a) to approve the proposed annual plan of work, the annual and revised budgets, the annual report and the annual statement of account;

(b) to hold, control and lay down policy for the administration of the property, funds and investments of the Institute, including the approval of the sale and purchase or acquisition of immovable property;

(c) to oversee the quality and relevance of the Institute's academic programmes and

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to review the academic affairs of the Institute in general;

to approve the appointment of the Deans, Professors, Associate Professors and such other senior faculty and senior administrators, as may be prescribed;

to institute schemes, directions and guidelines for the terms and condition of appointment of all officers, teachers and other employees of the Institute;

to approve strategic plans;

to approve financial resource development plans of the Institute;

to consider the drafts of statutes and regulations proposed by the Syndicate and the Academic Council;

to frame statutes or regulations on its own initiative and approve it after calling for the advice of the Syndicate or the Academic Council;

to annul by order in writing the proceedings of any Authority or officer if the Senate is satisfied that such proceedings are not in accordance with the provisions of the Act, statutes or regulations after calling upon such Authority or officer to show cause why such proceedings should not be annulled;

to recommend to the Chancellor removal of any member of the Senate in accordance with the provisions of the Act;

to make appointment of members of the Syndicate, other than ex-officio members, in accordance with the provisions of the Act;

to make appointment of members of the Academic Council, other than ex-officio

members, in accordance with the provisions of the Act;

to appoint Emeritus Professors on such terms and conditions as may be prescribed;

to remove any person from the membership of any Authority if such person:
has become of unsound mind; or
has become incapacitated to function as member of such Authority; or

has been convicted by a court of law for an offence involving moral turpitude;
and

to determine the form, provide for the custody and regulate the use of the common seal of the Institute.

(4) The Senate may, subject to the provisions of the Act delegate all or any of the powers and functions of any Authority, officer or employee of the Institute at its main campus, to any Authority, committee, officer or employee at its additional campus for the purpose of exercising such powers and performing such functions in relation to such additional campus, and for this purpose the Senate may create new posts or positions at the additional campus.

20. Visitation.—The Senate may, in accordance with the terms and procedures as may be prescribed, cause an inspection to be made in respect of any matter connected with the Institute.

21. Syndicate—(1) There shall be a Syndicate of the Institute consisting of the following:

- (a) the Vice-Chancellor who shall be its Chairperson;
- (b) the Deans of the Faculties of the Institute;

(c) three professors from different departments, who are not members of the Senate, to be elected by the Institute Teachers in accordance with procedure to be prescribed by the Senate;

- (d) Principals of the constituent colleges;
- (e) the Registrar:

(f) the Treasurer; and

(g) the Controller of Examinations.

(2) Members of the Syndicate, other than ex-officio members, shall hold office for a term of three years.

(3) As regards the three professors described in clause (c) of sub-section (1), the Senate may as an alternative to elections, prescribe a procedure for proposal of a panel of names by the Representation Committee and appointment of persons proposed by the Representation Committee may be made by the Senate on the recommendation of the Vice-Chancellor.

(4) The quorum for a meeting of the Syndicate shall be one-half of the total number of members, a fraction being counted as one.

(5) The Syndicate shall meet at least once in each quarter of the year.

22. Powers and duties of the Syndicate.—(1) The Syndicate shall be the executive body of the Institute and shall, subject to the provisions of the Act and the statutes, exercise general supervision over the affairs and management of the institute.

(2) Without prejudice to the generality of the foregoing powers, and subject to the provisions of the Act, the statutes and directions of the Senate, the Syndicate shall perform the following functions:

(a) to consider the annual report, the annual and revised budget estimates and to submit these to the Senate;

- (b) to transfer and accept transfer of movable property on behalf of the Institute;
- (c) to enter into, vary, can out and cancel contracts on behalf of the Institute;

(d) to cause proper books of account to be kept for all sums of money received and expended by the Institute and for the assets and liabilities of the Institute;

(e) to invest any money belonging to the Institute including any unapplied income in any of the securities described in section 20 of the Trusts Act, 1882 (Act II of 1882), or in the purchase of immovable property or in such other manner, as it may prescribe, with the like power of varying such investments;

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to receive and manage any property transferred and gifts, bequests, trust, gifts, donations, endowments, and other contributions made to the Institute;

to administer any funds placed at the disposal of the Institute for specified purposes;

to provide the buildings, libraries, premises, furniture, apparatus, equipment and other means required for carrying out the work of the Institute;

to establish and maintain halls of residence and hostels or approve or license hostels or lodgings for the residence of students;

to recommend to the Senate admission of educational institutions to the privileges of the Institute and withdraw such privileges;

to arrange for the inspection of colleges, schools and the departments;

to institute Professorships, Associate Professorships, Assistant Professorships, Lecturerships, and other teaching posts or to suspend or to abolish such posts;

to create, suspend or abolish such administrative or other posts as may be necessary;

to prescribe the duties of officers, Teachers and other employees of the Institute;

to report to the Senate on matters with respect to which it has been asked to report;

to appoint members to various Authorities in accordance with the provisions of

the Act;

to propose drafts of statutes for submission to the Senate;
to regulate the conduct and discipline of the students of the Institute;

to take actions necessary for the good administration of the Institute in general
and to this end exercise such powers as are necessary;

to delegate any of its powers to any Authority or officer or a committee;
and

to perform such other functions as have been assigned to it by the provisions of
the Act or may be assigned to it under the statutes.

23. Academic Council—(1) There shall be an Academic Council of the Institute
consisting of the following:

(a)

(b)

(c)

the Vice-Chancellor who shall be its Chairperson;

the Deans of Faculties and such heads of departments as may be
prescribed;

five members representing the departments, institutes and the
constituent colleges to be elected in the manner prescribed by the
Senate;

(d) _ two Principals of constituent colleges;

(e) five Professors including Emeritus Professors;

(f) _ the Registrar;

(g) the Controller of Examinations; and

(h) the Librarian.

(2) The Senate shall appoint the members of the Academic Council, other than the ex-officio and the elected members, on the recommendation of the Vice-Chancellor.

(3) As regards the five professors and the members representing the departments, institutes and the colleges, the Senate may, as an alternative to elections, prescribe a procedure for proposal of a panel of names by the representation Committee and appointment of persons proposed by the Representation Committee may be made by the Senate on the recommendation of the Vice-Chancellor.

(4) Members of the Academic Council shall hold office for three years.

(5) The Academic Council shall meet at least once in each quarter.

(6) The quorum for meetings of the Academic Council shall be onehalf of the total number of members, a fraction being counted as one.

24, Powers and functions of the Academic Council.—(1) The Academic Council shall be the principal academic body of the Institute and shall, subject to the provisions of the Act and the Statutes, have the power to lay down proper standards of instruction, research and examinations and to regulate and promote the academic life of the Institute and the colleges.

(2) Without prejudice to the generality of the foregoing and subject to the provisions of this Act and the statutes, the Academic Council may perform the following functions:—

(a) to approve the policies and procedures pertaining to the quality of academic programmes;

(b) to approve academic programmes;

(c) to approve the policies and procedures pertaining to student related functions including admissions, expulsions, punishments, examinations and certification;

(d) to approve the policies and procedures assuring quality of teaching and research;

(e) to propose to the Syndicate schemes for the constitution and organization of Faculties, departments and board of studies;

(f) to appoint paper setters and examiners for all examinations of the Institute after receiving panels of names from the relevant authorities;

(g) to institute programmes for the continued professional development of Institute Teachers at all levels;

(h) to recognize the examinations of other institutes and universities or examining

bodies as equivalent to the corresponding examinations of the Institute;

(i) to regulate the award of studentships, scholarships, exhibitions, medals and prizes;

(j) _ to frame regulations for submission to the Senate;

(k) _ to prepare an annual report on the academic performance of the Institute; and

(l) _ to perform such other functions as may be prescribed by regulations.

25. Representation Committees.—(1) There shall be a Representation Committee constituted by the Senate through the statutes for recommendation of persons for appointment to the Senate.

(2) There shall also be a Representation Committee constituted by the Senate through the statutes for the recommendation of persons for appointment to the Syndicate and the Academic Council.

(3) Members of the Representation Committee for appointments to the Senate shall consist of the following:—

(a) three members of the Senate who are not Teachers;

(b) two persons nominated by the Teachers from amongst themselves in manner prescribed;

(c) one person from the academic community, not employed by the Institute, at the level of professor or Principal to be nominated by the Teachers in the manner prescribed; and

(d) one eminent citizen with experience in administration, philanthropy, development work, law or accountancy to be nominated by the Senate.

(4) The Representation Committee for appointments to the Syndicate and the Academic Council shall consist of the following: —

(a) two members of the Senate who are not Teachers; and

(b) three persons nominated by the Teachers from amongst themselves in the manner prescribed.

(5) The tenure of the Representation Committees shall be three years and no member shall serve for more than two consecutive terms.

(6) The procedures of the Representation Committees shall be such as may be prescribed.

(7) There may also be such other Representation Committees set up by any of the other Authorities of the Institute as are considered appropriate for recommending persons for appointment to the various Authorities and other bodies of the Institute.

26. Appointment of Committees by certain Authorities—(1) The Senate, the Syndicate, the Academic Council and other Authorities may, from time to time, appoint such

standing, special or advisory committees, as they may deem fit, and may place on such committee persons who are not members of the Authority appointing the committee.

(2) The constitution, functions and powers of the Authorities for which no specific provision has been made in this Act shall be such as may be prescribed by the statutes or regulations.

CHAPTER-V

STATUTES, REGULATIONS AND RULES

27. Statutes.—(1) Subject to the provisions of the Act, statutes, to be published in the official Gazette, may be made to regulate any of the following matters:—

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the contents of and the manner in which the annual report to be presented by the Vice-Chancellor before the Senate shall be prepared;

the Institute fees and other charges;

the constitution of any pension, insurance, gratuity, provident fund and benevolent fund for Institute employees;

the scales of pay and other terms and conditions of service of officers, teachers and other Institute employees;

the maintenance of the register of registered graduates;

admission of educational institutions to the privileges of the Institute and the withdrawal of such privileges;

the establishment of Faculties, departments, institutes, colleges and other, academic divisions;

the powers and duties of officers and teachers;

conditions under which the Institute may enter into arrangement with other institutions. or with public bodies for purposes of research and advisory services;

conditions for appointment of Emeritus Professors and award of honorary degrees;

efficiency and discipline of Institute employees;

the constitution and procedure to be followed by Representation Committees in carrying out functions in terms of this Act;

the constitution and procedure to be followed by the Search Committee for appointment of the Vice-Chancellor;

constitution, functions and powers of the Authorities of the Institute; and

all other matters which by this Act are to be or may be prescribed or regulated by the statutes.

(2) The draft of statutes shall be proposed by the Syndicate to the Senate which may approve or pass with such modifications as the Senate may think fit or may refer back to the Syndicate, as the

case may be, for reconsideration of the proposed draft but the statutes concerning any of the matters mentioned in clauses (a) and (l) of sub-section (l) shall be initiated and approved by the Senate, after seeking the views of the Syndicate.

(3) The Senate may initiate the statutes with respect to any matter in its power or with respect to which the statutes may be framed in terms of the Act and approve such statutes after seeking the views of the Syndicate.

28. Regulations.—(1) Subject to the provisions of the Act and the statutes, the Academic Council may propose regulations, to be published in the official Gazette, for any of the following matters:—

(a) the courses of study for degrees, diplomas and certificates of the Institute;

(b) the manner in which the teaching shall be organized and conducted;

(c) the admission and expulsion of students to and from the Institute;

(d) the conditions under which students shall be admitted to the courses and the examinations of the Institute and shall become eligible for the award of degrees, diplomas and certificate;

(e) the conduct of examinations;

(f) conditions under which a person may carry on independent research to entitle him to a degree;

(g) the institution of fellowships, scholarships, exhibitions, medals and prizes; the use of the library;

(h) — the formation of Faculties, departments and board of studies; and

(i) all other matters which by the Act or the statutes are to be or may be prescribed by regulations.

(2) The Academic Council shall propose draft regulations and shall submit the draft to the Senate which may approve them or withhold approval or refer them back to the Academic Council for reconsideration.

(3) The regulation proposed by the Academic Council shall not be effective unless they receive the approval of the Senate.

(4) Regulations regarding or incidental to matters contained in clauses (g) and (i) of sub-section (1) shall not be submitted to the Senate without the prior approval of the Syndicate.

29. Amendment and repeal of Statutes and Regulations.—The procedure for adding to, amending or repelling the statutes and the regulations shall be the same as that prescribed respectively for framing or making of the statutes and regulations.

30. Rules.—(1) An Authority or any other body of the Institute may make and propose to the Syndicate the rules, that are consistent with the Act, statutes and the regulations, to regulate any matter relating to the affairs of the Authority or body including rules to regulate the conduct of business and the time and place of meetings and related matters.

(2) The Syndicate may, with or without modification, approve the rules and the rules shall become effective upon approval by the Syndicate.

CHAPTER-VI

THE INSTITUTE FUND

31. The Institute fund.—The Institute shall have a fund to which shall be credited its income from fees, charges, donations, trusts, bequests, endowments, contributions, grants and all other sources.

32. Audits and accounts.—(1) The accounts of the Institute shall be maintained in such form and in such manner as may be prescribed.

(2) The departments, colleges and all other bodies designated as such by the Syndicate in terms of the statutes shall be independent costing centers of the Institute with authority vested in the head of each costing center to sanction expenditure out of the budget allocated to it but re-appropriation from one head of expenditure to another may be made by the head of a costing center in accordance with and to the extent prescribed by the statutes.

(3) All funds generated by a department, college or other unit of the Institute through consultancy, research or other provision of service shall be made available without prejudice to the budgetary allocation otherwise made, after deduction of overheads in the manner and to the extent prescribed by the statutes, to the department, college or other unit for its development and a part of the funds so generated may be shared with the Teachers or researchers in charge of the consultancy, research or service concerned in the manner and to the extent prescribed by the statute.

(4) No expenditure shall be made from the funds of the Institute, unless a bill for its payments has been issued by the head of the costing center concerned in accordance with the relevant statutes and the Treasurer has verified that the payment is provided for in the approved budget of the costing center, subject to the authority to re-appropriate available to the head of the costing center.

(5) The Senate shall make provision for an internal audit of the finances of the Institute.

(6) Without prejudice to the requirement of audit by an auditor appointed by Government in accordance with the provisions of any other law, the annual audited statement of accounts of the Institute shall be prepared in conformity with the generally accepted accounting principles by a reputed firm of chartered accountants and signed by the Treasurer and the annual audited statement of accounts so prepared shall be submitted to the Auditor General of Pakistan for his observations.

(7) The observations of the Auditor General of Pakistan, if any, together with such annotations as the Treasurer may make, shall be considered by the Syndicate and shall be placed before the Senate within six months of closing of the financial year.

CHAPTER-VII

GENERAL PROVISIONS

33. Opportunity to show cause.—Except as otherwise provided by law, no officer, Teacher or other employee of the Institute holding a permanent post shall be reduced in rank, or removed or compulsorily retired from service for cause arising out of any act or omission on the part of the person concerned unless he has been given a reasonable opportunity of showing cause against the action proposed to be taken.

34. Appeal to the Syndicate and the Senate——Where an order is passed punishing any officer other than the Vice-Chancellor, Teacher or other employee of the Institute or altering or interpreting to his disadvantage the prescribed terms or conditions of his service, he shall, where the order is passed by any officer or teacher of the Institute other than the Vice-Chancellor, have the right to appeal to the Syndicate against the order, and where the order is passed by the Vice-Chancellor, have the right to appeal to the Senate.

35. Service of the Institute——(1) All persons employed by the Institute in accordance with the terms and conditions of service prescribed by the statutes shall be persons in the service of the Institute.

(2) An officer, teacher or other employee of the Institute shall retire from service on the attainment of such age or tenure of service as may be prescribed.

36. Benefits and insurance.—The Institute shall constitute for the benefit of its officers, teachers and other employees schemes, as may be prescribed, for the provision of post-employment benefits as well as health and life insurance while in service.

37. Commencement of term of office of members of Authority.—(1) When a member of a newly constituted Authority is elected, appointed or nominated, his term of office, as fixed under this Act, shall commence from such date as may be prescribed.

(2) Where a member who has accepted any other assignment or for any other similar reason remains absent from the Institute for a period of not less than six months he shall be deemed to have resigned and vacated his seat.

38. Filling of casual vacancies in Authorities.—Any casual vacancy among the members of any Authority shall be filled, as soon as conveniently may be, in the same manner and by the same person or Authority that had appointed the member whose place has become vacant and the person appointed to the vacancy shall be a member of such Authority for the residue of the term for which the person whose place he fills would have been a member.

39. Flaws in the constitution of Authorities—Where there is a flaw in the constitution of an Authority, as constituted by this Act, the statutes or the regulations on account of the abolition of a specified office under the Government or because an organization, institution or other body outside the Institute has been dissolved or has ceased to function, or because of some other similar reason, such flaw shall be removed in such manner as the Senate may direct.

40. Proceedings of Authorities not invalidated by the vacancies. —No act, resolution or decision of any Authority shall be invalid by reason of any vacancy in the Authority doing, passing, or making it or by reason of any want of qualification or invalidity in the election, appointment or nomination of any de-facto member of the Authority, whether present or absent.

41. First statutes——Notwithstanding anything to the contrary contained in this Act, the first statutes of the Institute contained in the Schedule shall be deemed to be statutes framed under section 26 and shall continue to remain in force until amended or replaced under the Act.

42. Removal of difficulties ——(1) If any question arises as to the interpretation of any of the provisions of the Act, it shall be placed before the Chancellor whose decision thereon shall be final.

(2) If any difficulty arises in giving effect to any of the provision the Act, the Chancellor may make such order after obtaining the views of the Senate, not inconsistent with the provisions of the Act, as may appear to him to be necessary for removing the difficulty.

(3) Where the Act makes any provision for anything to be done but no provision or no sufficient provision has been made as respects the authority by whom, or the time at which, or the manner in which, it shall be done, then it shall be done by such authority, at such time, or in such manner as the Chancellor may direct after obtaining the views of the Senate.

43. Indemnity.—No suit or legal proceedings shall lie against the Government, the Institute or any Authority, officer or employee of the Government or the Institute or any person in respect of anything which is done in good faith under this Act.

SCHEDULE

[See section 40]

The First Statutes

1. Faculties.—(1) The Schools, Colleges, Teaching Departments and Faculties shall be known as constituent units of the Institute.

(2) The Institute shall include the following Faculties:—

(a) Faculty of Islamic Studies;

(b) Faculty of Languages;

(c) Faculty of Islamic Shariah;

(d) Faculty of Economics;

(e) Faculty of Computer Sciences

(f) Faculty of Management Sciences;

(g) Faculty of Health and Medical Sciences;

(h) Faculty of Pharmacy and Chemical Technology;

(i) Faculty of Engineering and Textile;

(j) Faculty of Agriculture Forestry, Mining; and

(k) such other Faculties as may be established under the Act.

(3) The Islamic Studies and the Pakistan Studies shall be compulsory subjects for all students.

(4) Each Faculty shall include such School, College, Teaching Departments, teaching and training units or research units as may be prescribed by statutes and approved by professional regulatory bodies, if necessary.

2. Board of Faculties.—(1) There shall be a Board for each Faculty consisting of:—

(a) the Dean;

(b) the Professors, Associate Professors and Chairman or Principal of the Department, School or Colleges comprising the Faculty;

(c) one member of each Board of Studies comprising the Faculty, shall be nominated by the Senate; and

(d) two teachers to be nominated by the Academic Council by reason of their specialized knowledge of the subjects, who though not assigned to the Faculty, have in the opinion of the Academic Council important bearing on the subject assigned to the Faculty.

(2) The members mentioned in clause (c) and (d) of sub-paragraph (1) shall hold office for three years.

(3) The quorum for the meeting of the Board of a Faculty shall be half of the total number of members, fractions being counted as one.

(4) The Board of each Faculty shall, subject to the general control of the Academic Council and the Senate, have the following powers:—

(a) to co-ordinate the teaching and research in the subjects assigned to the Faculty;

(b) to scrutinize the schemes of courses and syllabi proposed by the Board of the Studies comprising the Faculty, and forward them to the Academic Councils along with its observations;

(c) to scrutinize the recommendations of the Board of Studies comprising the Faculty, on the appointment of paper setters and examiners, except for research degrees and to forward the panels of suitable persons for each course and examination to the Vice-Chancellor; and

(d) to perform such other functions as may be prescribed.

3. Deans.—(1) There shall be a Dean for each Faculty who shall be the Chairman of the Board of the Faculty, and shall be nominated by the Chancellor from amongst the three senior most Teachers in the Faculty, on the recommendations of the Vice-Chancellor.

(2) The Dean shall hold office for three years or for a longer period of time as may be determined by the Vice-Chancellor.

(3) The Dean shall present candidates for admission to degree courses, except honorary degrees, in the courses falling within the purview of the Faculty.

(4) The Dean shall exercise such other powers and perform such other duties as may be prescribed.

(5) The Dean shall supervise the academic work of the Faculty and report to the Vice-Chancellor quarterly about the progress of teaching and research in the Faculty.

(6) The Dean with the approval of the Vice-Chancellor shall lay down procedures for the performance and evaluation of teaching and research staff.

4. Teaching Departments.—(1) There shall be a Teaching Department or a School or a College for each subject or a group of allied subjects as may be approved and each Teaching Department shall be headed by a Chairman and a School or College by a Principal.

(2) The Chairman and the Principal shall be appointed by the Senate from amongst the senior Teachers of the Department, School or College or by directly advertising in the newspapers,

or on a contract basis or on a deputation basis.

(3) The Chairman or the Principal shall plan, organize and supervise the work of the Department, School or College in accordance with the provision of the Act, and shall be responsible to the Dean of the Faculty in which the Department, School or College is comprised for the work of his Department, School or College.

5. Board of Studies.—(1) There shall be a Board of Studies for each subject or a group of subjects as may be prescribed by the regulations.

(2) Each Board of Studies shall consist of:—

(a) the Chairman or Principal of the Teaching Department, School or College concerned;

(b) all Teachers in the Teaching Department, School or College concerned;

(c) two other Teachers, other than Professors or Associate Professors, to be appointed by the Academic Council; and

(d) three experts, other than Teachers, to be appointed by the Vice-Chancellor.

(3) The term of office of members of the Board of Studies, other than ex-officio members, shall be three years.

(4) The quorum for a meeting of the Board of Studies shall be half of the total number of members, a fraction being counted as one.

(5) The Chairman or Principal shall be the Convener of the Board of Studies and the Board shall perform the following functions:

(a) to suggest to Authorities on all academic matters connected with instructions, research and examinations in the subjects concerned;

(b) to propose curricula and syllabi for all degree, diploma and

certificate courses in the subject or subjects concerned;

(c) to suggest a panel of names of paper setters and examiners; and

(d) to perform such other functions as may be prescribed.

6. Board of Advanced Studies and Research.—(1) There shall be Board of Advanced Studies and research consisting of the following members:—

(a) the Vice-Chancellor, who shall be the Chairman;

(b) _ the Principals;

(c) the Deans;

(d) two Institute Professors, other than Deans, to be appointed by the Senate;

(e) the Professors Emeritus;

(f) | two eminent scholars nominated by the Vice-Chancellor;

(g) two Teachers having research qualifications and experience to be appointed by the Academic Council.

(2) The term of office of the members of the Board of Advanced Studies and Research, other than ex-officio members, shall be three years.

(3) The quorum for a meeting of the Board of Advanced Studies and Research shall be a fraction of the total number of members, a fraction being counted as one.

(4) The Board of Advanced Studies and Research shall perform the following functions:—

(a) to advise the Authorities on all matters connected with the promotion of advanced studies and research in the Institute;

(b) to propose regulations regarding the award of research degrees;

(c) to recommend panels of names of papers setters and examiners after considering the proposals of the Board of Studies in this behalf;

(d) to appoint supervisors for research students and to determine the subject of their thesis; and

(e) to perform such other functions as may be prescribed by statutes.

7. Selection Board.—(1) There shall be a Selection Board consisting of:—the Chairman of the Anjuman who shall be the Chairman;

(a) the Vice-Chancellor;

(b) one member of the Senate and two persons of eminence to be nominated by the Senate provided that one of them is an employee of the Institute;

(c) the Chairman, Higher Education Commission or any full-time member of the Commission nominated by the Chairman, Higher Education Commission;

(d) member of Federal Public Service Commission to be nominated by the Chairman of the Federal Public Service Commission;

(e) the Deans of the Faculty concerned;

(f) the Chairman or Principal of the Teaching Department, School or College concerned; and Board.

(g) expert to be nominated by the Anjuman.

(2) The Registrar of the Institute shall act as secretary of the Selection

(3) The members of the Selection Board other than ex-officio members, should hold office for three years.

(4) The quorum for a meeting of the Selection Board shall be five members.

(5) No member of the Selection Board who is a candidate for the post to which

appointment is to be made shall take part in such proceedings of the Selection Board.

(6) In selecting candidates for the post of Professor and Associate Professors, the Selection Board shall, co-opt or consult two experts in the subject concerned and in selecting candidates for other teaching post, one expert in the subject concerned, to be nominated by the Vice-Chancellor, from a standing list of experts of each subject approved by the Senate.

(7) Subject experts from foreign countries may be called or appointed on contract basis for a specified period. The foreign experts shall be appointed by the Vice-Chancellor with the prior approval of the Chancellor. They may be exempted to appear before the Selection Board.

8. Function of the Selection Board.—(1) The Selection Board shall consider all applications for teaching and other officers' posts received in response to an advertisement and shall recommend to the Senate the names of suitable candidates for appointment to such posts.

(2) The Selection Board may recommend to the Senate the grant of a higher initial pay in a suitable case for reasons to be recorded.

(3) The Selection Board may recommend to the Senate of appointment of an eminently qualified person to a position in the Institute on the terms and conditions as may be prescribed.

(4) The Selection Board shall consider all cases of promotion of officers of the Institute and recommend to the Senate the names of suitable candidates for such promotions.

(5) In the event of an unresolved difference or opinion between the Selection Board and the Senate, the matter shall be referred to the Chancellor whose decision shall be final.

9. Finance and Planning Committee.—(1) There shall be a Finance and planning Committee consisting of:—

(a) the Chairman of the Anjuman, who shall be the Chairman;

(b) an nominee of the Anjuman;

(c) an nominee of the Senate;

(d) one member to be nominated by the Minister of Finance of the Government;

(e) two experts in the field of finance and planning to be nominated by the Vice-Chancellor;

(f) two members of the Academic Council to be nominated by the Academic Council;

(g) the Project Director of the Institute;

(h) — one Dean to be nominated by the Chancellor on the recommendation of the Vice-Chancellor; and

(i) | Treasurer who shall be the Secretary of the Finance and Planning Committee.

(2) The quorum for a meeting of the Finance and Planning Committee shall be five members.

(3) The term of office of the members, other than ex-officio members, shall be three years.

10. Functions of the Finance and Planning Committee.—The Finance and planning Committee shall perform the following functions: —

- (a)
- (b)
- (c)
- (d)
- (e)
- (f)

to consider annual statement of accounts, annual budget and revised budget estimates and advise the Senate thereon;

to review periodically the financial position of the Institute;

to advise the Senate on all matters relating to planning developments and accounts of the Institute;

prepare short term and long term development plans;
prepare staff and resources development plans; and

perform such other functions as may be prescribed by statutes.

11. Academic Planning and Development Committee.—(1) There shall be an Academic Planning and Development Committee consisting of:—

- (a)
- (b)
- (c)
- (d)
- (e)
- (f)
- (g)

Vice-Chancellor who shall be the Chairman;

Deans;

the Chairman of Teaching Departments or the Principals of the Schools and Colleges;

one nominee of the Senate;
one nominee of the Anjuman;
Treasurer; and

The Registrar who shall act as secretary of the Academic Planning and Development Committee.

(2) The term of office of the members, excluding ex-officio members, shall three years.

(3) The quorum to the meetings of the Academic Planning and Development Committee

shall be five.

12. Function of the Academic Planning and Development Committee.—The Academic Planning and Development Committee shall perform the following functions:—

(a)

(b)

(c)

(d)

(e)

to review periodically the courses of study with a view to improving them;

to make recommendations to the Board of Advanced Studies and Research and Boards of Studies for changes or modifications in courses in the light of experience and research studies;

to prepare proposals for introduction of new courses at the various levels to the relevant Committee;

advise the Senate and Academic Council on all matters related to academic planning, development, academic programmes and Facilities; and

to advise on such matters as are referred to it by the Vice- Chancellor.