

*Registered No.DA-1.*

**THE BANGLADESH GAZETTE**  
**EXTRAORDINARY**  
**PUBLISHED BY AUTHORITY**

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Thursday, October 4, 1973

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**PART III-Act of the Bangladesh Parliament**  
**BANGLADESH PARLIAMENT**  
**Dhaka, the 4th October, 1973**

The following Act of Parliament received the assent of the President on the 4th October, 1973 and is hereby published for general Information :-

**THE CHITTAGONG UNIVERSITY ACT, 1973**

ACT No. XXXIII of 1973

An Act to repeal the Chittagong University Ordinance, 1966, and provide for reconstitution and reorganization of the University of Chittagong;

WHEREAS it is expedient to reconstitute and reorganize the University of Chittagong for the purpose of improving the teaching and research provided thereby and the administration thereof;

It is hereby enacted as follows :-

**1. Short Title and Commencement :**

- (1) This Act may be called the Chittagong University Act, 1973.

- (2) It shall come into force at once and shall be deemed to have taken effect on the 16th day of December, 1972.

**2. Definitions :**

In this Act and in all the Statutes made hereunder, unless there is anything repugnant in the subject or context-

- (a) “Academic Council” means the Academic Council of the University constituted under this Act ;
- (b) “Affiliated College” means an institution recognised by, and affiliated to the University in accordance with the provisions of this Act, the Statutes and the University Ordinances ;
- (c) “Authority” means any of the Authorities of the University hereinafter specified in this Act or the Statutes;
- (d) “Commission” means the University Grants Commission of Bangladesh constituted under the University Grants Commission of Bangladesh Order, 1973 (P.O. No. 10 of 1973);
- (e) “Constituent College” means a college recognised by the University as an integral part thereof ;
- (f) “Hall” means a unit of residence for students of the University provided or maintained by the University for the corporate life and extra-curricular instructions of its students ;
- (g) “Hostel” means a unit of residence for the students of the University provided otherwise than by the University but approved and licensed by the University in accordance with the provisions of this Act ;

- (h) “Institution” means an institution recognised as such by the University ;
- (i) “Principal” means the head of a College or Institution ;
- (j) “Provost” means the head of a Hall ;
- (k) “Registered Graduates” means graduates registered under the provisions of the Statutes ;
- (l) “Senate” means the Senate of the University constituted under this Act ;
- (m) “Statutes”, “University Ordinances” and “Regulations” means respectively, the Statutes, Ordinances and Regulations of the University for the time being in force;
- (n) “Syndicate” means the Syndicate of the University constituted under this Act;
- (o) “University” means the University of Chittagong ;
- (p)(i) “University teacher” means a teacher of the University and includes a University Professor, a University Associate Professor, a University Assistant Professor, a University Lecturer or any other person belonging to a University teaching department appointed by the University or recognised as such ; and
  - (ii) “College teacher” means a Professor, a Lecturer or any other person belonging to a college appointed or recognised in accordance with the Statutes, for imparting instruction at a constituent college or any professional, technical or any other college affiliated

to the University designated as college Professor and college Lecturer :

- (q) “ Warden” means the head of a Hostel ; and
- (r) “Year” means academic year beginning on and from the 1st day of July.

### **3. The University :**

- (1) The University of Chittagong shall be reconstituted at Chittagong in accordance with the provisions of this Act;
- (2) The Chancellor and the Vice-Chancellor of the University and the members of the Senate, the Syndicate and the Academic Council and all persons who may, hereafter, become such officers or members, so long as they continue to hold such office, or membership, shall constitute a body corporate by the name of the University of Chittagong.
- (3) The University shall have perpetual succession and common seal and shall sue and be sued by the said name.

### **4. Jurisdiction :**

The University shall exercise the powers conferred on it by or under this Act within the territorial limits of Chittagong Division, as may be determined by the Government, from time to time, in respect of the Institutions lying therein and imparting instruction and training above the Intermediate stage ;

Provided that the University shall have power to frame Statutes for constituting one Governing Body for affiliated and constituent colleges and institutes.

### **5. Power to acquire and hold property by the University :**

The University shall be competent to acquire property, both movable and immovable, and hold property which has become vested in, or has been acquired by it, and to contract, transfer and do all other things necessary for the purposes of this Act in connection with such property.

**6. Powers of the University :**

Subject to such conditions as may be prescribed by or under the provisions of this Act, the University shall have the powers-

- (a) to provide for instruction in such branches of learning, at degree and post-graduate level, as the University may think fit, and to make provision for research and for the advancement and dissemination of knowledge ;
- (b) to affiliate and disaffiliate colleges or institutes ;
- (c) to prescribe courses of studies to be taught by University and the affiliated colleges or institutes;
- (d) to hold examinations and grant to, and confer degrees and other academic distinctions on, persons who,-
  - (i) have pursued a course of study provided for or prescribed by the University, or
  - (ii) have carried on research under conditions laid down in the Statutes ; or
  - (iii) have carried on private study under conditions laid down in the Statutes;
- (e) to confer honorary degree or other distinctions on persons in the manner as laid down in the Statutes ;
- (f) to provide such lectures and instructions for and to grant, under conditions laid down in the Statutes, such diplomas

to persons, not being students of affiliated colleges as the University may determine ;

- (g) to inspect affiliated colleges or institutes and hostels attached to them ;
- (i) to co-operate with other Universities and Authorities, in such manner and for such purposes as the University may determine;
- (i) to institute Professorships, Associate Professorships, Assistant Professorships, Lecturerships and any other research and teaching posts required by the University, and to appoint persons to such Professorships, Associate Professorships, Assistant Professorships, Lecturerships and such other research and teaching posts ;
- (j) to institute and maintain Halls for the residence of the students of the University and to approve and license Hostels maintained by other persons for the residence of such students ;
- (k) to institute and award Fellowships, Scholarships, Prizes and Medals in accordance with the Statutes, University Ordinances and Regulations ;
- (l) to set up and maintain academic museums, laboratories, schools and institutions for the development of teaching and research ;
- (m) to supervise and control the residence and discipline of the students of the University, to promote their extra-curricular activities, to make arrangements for promoting their health ;
- (n) to demand and receive such fees as may be prescribed in the University Ordinances ; and

- (o) to do all such other acts and things, whether incidental to the powers aforesaid or not, as may be required in order to further the objects of the University as an affiliating, teaching and examining body and to cultivate and promote arts, science and other branches of learning

**7.University open to all classes, castes and creed :**

The University shall be open to all persons of either sex and of whatever religion, race, caste, creed, class or colour.

**8.Teaching of the University :**

- (1) All recognised teaching in connection with examinations of the University shall be conducted by the University or constituent and affiliated colleges or institutes and shall include lecture and work in the laboratories and workshops ; and the teaching shall be conducted by the teachers recognised in the manner as may be provided by the University Ordinances.
- (2) The Authorities responsible for organising such teaching shall be prescribed by the Statutes.
- (3) The courses and curricula shall be prescribed by University Ordinances and the Regulations.
- (4) Recognised teaching shall be supplemented by the tutorial Instruction to be given in accordance with the conditions to be provided by the University Ordinances and Regulations.
- (5) Teaching may be organised on co-operative basis, under the aegis of the University, for colleges or institutes among themselves or between the colleges, institutes and the University.

**9.Visitation :**

- (1) The Commission shall have the right to cause an inspection to be made, by such person or persons as it may direct, of the University, its buildings, laboratories and equipment and of any institutions associated with the University, and also of the examinations, teaching and other work conducted or done by the University and to cause an enquiry to be made in like manner in respect of any matter connected with the University.
- (2) The Commission shall in every case give notice to the University of its intention to cause an inspection or enquiry to be made and the University shall be entitled to be represented thereat.
- (3) The Commission shall communicate to the Syndicate its views with reference to the results of any such inspection or enquiry, and shall, after ascertaining the opinion of the Syndicate thereon, advise the University upon the action to be taken in that behalf.
- (4) The Syndicate shall report to the Commission the action, if any, which is proposed to be taken or has been taken upon the results of its inspection or enquiry.

**10. Officers of the University :**

**The following shall be officers of the University :**

- (a) the Chancellor ;
- (b) the Vice-Chancellor ;
- (c) the Pro-Vice –Chancellor ;
- (d) the Deans of Faculties ;
- (e) the Registrar ;
- (f) the Inspector of Colleges ;
- (g) the Librarian ;
- (h) the Provosts of Halls ;
- (i) the Proctor ;



- (j) the Comptroller of Accounts ;
- (k) the Head of the Engineering Office ;
- (l) the Director of students Counseling and Guidance;
- (m) the Controller of Examinations ;
- (n) the Director (Planning and Development)<sup>1</sup>
- (o) the Medical Officer ;
- (p) the Deputy Registrar (Academic) ;
- (q) the Deputy Registrar (Administration) ; and
- (r) such other Officers as may be declared by the Statutes to be officers of the University

#### **11. Chancellor:**

- (1) The President of the Peoples' Republic of Bangladesh shall be the Chancellor of the University and shall preside at the Convocation of the University for award of degrees and honours and, in his absence, the Vice-Chancellor shall preside at such Convocations.
- (2) The Chancellor shall have such other powers as are conferred on him by this Act or the Statutes.
- (3) Every proposal for the conferment of an honorary degree shall be subject to the confirmation of the Chancellor.
- (4) The President, may if he thinks fit, direct that the powers of the Chancellor under this Act shall be exercised by such person as he may authorise in this behalf ; and the powers exercised by the person so authorised shall be

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<sup>1</sup> Clause (n) was substituted by section 4 of the Universities Laws (Amendment) Act, 1987 (Act No. XXXVI of 1987) vide Bangladesh Gazette Dated August 1, 1987.

expressed to have been exercised in the name of the Chancellor<sup>1</sup>

## **12. Vice-Chancellor :**

- (1) The Vice-Chancellor shall be appointed by Chancellor from a pannel of three persons to be nominated by the Senate for a period of four years on such terms and conditions as the Chancellor may determine. A person appointed as Vice-Chancellor shall be eligible for nomination and appointment for a second term only.

[(2) Where any temporary vacancy in the office of the Vice-Chancellor occurs by reason of leave, illness, resignation or any other cause, the Chancellor shall make such arrangement, for carrying on duties of the office of the Vice-Chancellor, as he may think fit<sup>2</sup>.]

## **13. Duties and powers of the Vice-Chancellor :**

- (1) The Vice-Chancellor shall be a whole-time principal academic and executive officer of the University and shall, in the absence of the Chancellor, preside at the Convocation of the University. He shall be an ex-officio member and Chairman of the Senate, the Syndicate, the Academic Council, the Finance Committee and other Statutory Committees save as otherwise provided in this Act and shall be entitled to be present and to speak at any meeting of any Authority or body of the University but

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<sup>1</sup> Sub-section (4) was added by section 5 of the Universities Laws Amendment Act, 1980 (Act No. 1 of 1980) vide Bangladesh Gazette Dated March 8, 1980.

<sup>2</sup> Sub-section (2) was substituted by section 2 and the Schedule of the Universities Laws Amendment Ordinance, 1975 (Ordinance No. LXII of 1975) vide Bangladesh Gazette dated December 26, 1975.

shall not be entitled to vote thereat unless he is a member of the Authority or body concerned.

- (2) It shall be the duty of the Vice-Chancellor to see that this act, the Statutes and the University Ordinances are faithfully observed, and he shall have all powers necessary for this purpose.
- (3) In an emergency arising out of the business of the University and requiring, in the opinion of the Vice-Chancellor immediate action, the Vice-Chancellor may take such action as he may deem necessary and shall report for approval of the action so taken to the Authority concerned at the earliest opportunity.
- (4) The Vice-Chancellor shall have the right to visit Colleges and other Institutions affiliated to the University.
- (5) The Vice-Chancellor shall have the power to appoint, on a purely temporary basis, ordinarily for a period not more than six months, teachers (other than Professors) officers (other than statutory officers) administrative and subordinate staff and report such action to the Syndicate.
- (6) The Vice-Chancellor may, subject to such condition as may be prescribed, delegate any of his powers to such officers of the University as he may determine.
- (7) The Vice-Chancellor shall have the right to call meetings of the Senate, the Syndicate, the Academic Council, the Finance Committee and other Statutory Committees save as otherwise provided in this Act.
- (8) The Vice-Chancellor shall exercise such other powers as may be prescribed by the Statutes, University Ordinances and Regulations.

- (9) The Vice-Chancellor shall give effect to the decisions of the Syndicate regarding appointments, dismissal and suspension of the officers and the University teachers, and shall exercise general control over the members of the University. He shall be responsible for the discipline of the University in accordance with this Act, the Statutes and the University Ordinances.
- (10) In case of the Vice-Chancellor not agreeing with the resolution of any Authority or body of the University, the Vice-Chancellor shall have the power to withhold implementation of the resolution and refer it back to the Authority or body concerned with his opinion for reconsideration in its next regular meeting. If in the process of reconsideration the body or Authority concerned does not agree with the Vice-Chancellor, the decision of the Syndicate therein shall be final.

**[14. Pro-Vice-Chancellor :**

- (1) The Chancellor may, if he deems fit, so to do, appoint [one or more Pro-Vice-Chancellors<sup>1</sup>] on such terms and conditions and for such period as he may determine<sup>2</sup>.
- (2) The Pro-Vice-Chancellor shall perform such duties as may be prescribed by the Statutes and the University Ordinances<sup>3</sup>.]

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<sup>1</sup> Section 14 was substituted by section 2 and the Schedule of the Universities Laws Amendment Ordinance, 1975 (Ordinance No. LXII of 1975) vide Bangladesh Gazette dated December 26, 1975.

<sup>2-3</sup> The words “one of more Pro-Vice-Chancellors” were substituted for the words “a Pro-Vice-Chancellor” by section 2 of the Chittagong University (Amendment) Act, 1999 (Act No. VIII of 1999) vide the Bangladesh Gazette dated April 13, 1999).

**15. The Registrar :**

- (1) The Registrar shall be the Secretary to the Senate, the Syndicate and the Academic Council. He shall maintain a register of Registered Graduates in accordance with the Statutes and shall exercise such other powers and perform such other duties as may be prescribed by the Statutes and the University Ordinances.
- (2) All contracts shall be signed by the Registrar on behalf of the University.

**16. The Inspector of Colleges :**

The Inspector of Colleges shall be responsible for all matters connected with the affiliated colleges or institutes and shall perform such other duties as may be prescribed by the Statutes and the University Ordinances or as may be assigned to him by the Vice-Chancellor.

**17. Comptroller of Accounts :**

- (1) The Comptroller of Accounts shall be responsible for administration of the funds of the University and shall perform such other duties as may be prescribed by the Statutes and the University Ordinances or assigned to him by the Vice-Chancellor.
- (2) He shall be the Secretary to the Finance Committee.

**18. The Controller of Examinations :**

The Controller of Examinations shall be responsible for all matters connected with the conduct of examinations and shall perform such other duties as may be prescribed by the Statutes and the University Ordinances or as may be assigned to him by the Vice-Chancellor.

**19. The Deputy Registrar :**

The Deputy Registrar shall work under the general supervision of the Registrar and shall perform such other duties as may be assigned to them by the Vice-Chancellor.

**20. The Duties and powers of other officers :**

The duties and powers of the other officers shall be prescribed by the Statutes, the University Ordinances and the Regulations.

**21. Authorities of the University :**

The following shall be the Authorities of the University :

- (a) the Senate ;
- (b) the Syndicate ;
- (c) the Academic Council ;
- (d) the Faculties ;
- (e) the Committees of Courses and Studies ;
- (f) the Board of Advanced Studies ;
- (g) the Finance Committee ;
- (h) the Planning and Development Committee ;
- (i) the Selection Boards ; and
- (j) such other Authorities as may be provided for in the Statutes.

**22. The Senate :**

(1) The Senate shall consist of the following persons:

- (a) the Vice-Chancellor ;

- (b) the Pro-Vice-Chancellor or, if there is more than one, all the Pro-Vice Chancellors<sup>1</sup>;
- (c) five Government officials to be nominated by the Government ;
- (d) five Members of Parliament to be nominated by the Speaker ;
- (e) five distinguished educationists to be nominated by the Chancellor ;
- (f) five representatives of research bodies to be nominated by the Syndicate ;
- (g) five college Principals to be nominated by the Academic Council from among the Principals of the affiliated and constituent colleges.
- (h) ten college teachers to be nominated by the Academic Council from among the teachers of the affiliated and constituent colleges.
- (i) the Chairman of the Board of Intermediate and Secondary Education, Comilla ;
- (j) twenty-five representatives of Registered Graduates to be elected by such graduates from among themselves ;
- (k) thirty-three representatives of teachers of the University to be elected in a special meeting of the University teachers ; and
- (l) five representatives of the Students to be elected by the University Students.

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<sup>1</sup>Clause (b) was substituted by Section 3 of the Chittagong University (Amendment) Act, 1999 (Act No. VIII of 1999) vide the Bangladesh Gazette dated April 13.1999.

- (2) The members of the Senate, other than the ex-officio members and the student members, shall hold office for a period of three years and the student members shall hold office for a period of one year. The members shall continue in office till their successors having been elected, nominated or appointed, enter upon the office ;

Provided that the Members of Parliament, the Government officials, Registered Graduates, University teachers and representatives of research bodies shall hold office so long as they continue to be a member of Parliament, Government official, Registered Graduate, University teacher or associated with any research body ;

Provided further that the student members shall lose membership if they cease to be students of the University.

- <sup>v</sup> (3) The election of members of the Senate shall be held in such manner as may be prescribed by the Statutes.

### **23. Meeting :**

- (1) The Senate shall, on a date to be fixed by the Vice-Chancellor, meet at least once in a year at a meeting to be called the annual meeting of the Senate.
- (2) The Vice-Chancellor may, whenever he thinks fit, and shall, upon a requisition in writing signed by not less than thirty members of the Senate, convene a special meeting of the Senate.

### **24. Powers and Duties of the Senate :**

Subject to the provisions of this Act, the Senate shall-

- (a) amend and ratify the Statutes on the proposals of the Syndicate ;



- (b) consider and pass resolutions on the annual report, the annual accounts and the financial estimates presented by the Syndicate ; and
- (c) exercise such other powers and perform such other duties as may be conferred or imposed upon it by this Act or the Statutes.

**25. The Syndicate :**

(1)The Syndicate shall consist of the following persons :-

- (a) the Vice-Chancellor ;  
[(aa)the Pro-Vice-Chancellors or, if there is more than one, all the Pro-Vice Chancellors<sup>1</sup> ;]
- (b) six-University teachers to be elected by the such teachers from among themselves ;
- (c) two representatives of the Senate, one being a Registered Graduateand the other an educationist to be nominated by the Senate ;
- (d) three persons to be nominated by the Chancellor ;
- (e) one person to be nominated by the Academic Council ;
- (f) one distinguished citizen to be nominated by the Senate from outside its membership ;
- (g) two College Principals, one from the Principals of the Government affiliated colleges and the other from the non-Government affiliated colleges of University to be nominated by the Academic Council; and

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<sup>1</sup> . Clause (b) was substituted by Section 4 of the Chittagong University (Amendment) Act, 1999 (Act No. VIII of 1999)vide the Bangladesh Gazette dated April 13.1999.

- (h) One Government official, not below the rank of a Secretary, to be nominated by the Government.
- (2) The elections of members of the Syndicate shall be held in such manner as may be prescribed by the Statutes;

Provided that the University teachers to be elected under clause (b) of sub-section (1), one shall be elected from each of the following categories, namely;

- (i) Deans ;
  - (ii) Provosts ;
  - (iii) Professors ;
  - (iv) Associate Professors ;
  - (v) Assistant Professors; and
  - (vi) Lecturers.
- (3) The members of the Syndicate shall hold office for a term of two years but shall continue in office till their successors having been elected or nominated enter upon the office;

Provided that the University teachers, representatives of the Senate and Government nominee shall hold office so long as they continue to be such teachers, members and official.

## **26. Powers and Duties of the Syndicate :**

- (1) The Syndicate shall be the Executive Body of the University, and, subject to the provisions of this Act and the powers conferred on the Vice-Chancellor, the Syndicate shall have the general management of, and superintendence over, the affairs, concerns and properties of the University and shall see that the provisions of this Act, Statutes, University Ordinances and Regulations, for the time being in force are observed.

- (2) In particular and without prejudice to the generality of powers to be exercised under sub-section (i) the Syndicate shall –
- (a) hold, control and administer the property and funds of the University and, for these purposes, obtain advice, on matters of finance from Finance Committee;
  - (b) determine the form, provided for custody and regulate the use of the common seal of the University ;
  - (c) lay before the Commission annually a full statement of the financial requirements of the University, together with a full statement of all the bequests received by the University ;
  - (d) administer any funds placed at the disposal of the University for specific purposes ;
  - (e) appoint, subject to the provisions of this Act and the Statutes, officers other than the Vice-Chancellor and teachers, clerical staff and other employees of the University, define their duties and conditions of service and provide for the filling temporary vacancies in their posts ;
  - (f) affiliate or disaffiliate, subject to the Statutes, a college or institute and approve or withdraw approval of a hostel not maintained by the University ;
  - (g) accept on behalf of the University, transfer of any property, both movable or immovable ;
  - (h) arrange for the holding of, and publish the results of the University examinations ;
  - (i) regulate and determine, subject to the powers conferred by this Act on the Vice-Chancellor, all

matters concerning the University in accordance with this Act, the Statutes and the University Ordinances ;

- (j) arrange for, and direct the inspection of all affiliated colleges, institutes and hostels ;
- (k) make, amend or repeal the Statutes ;
- (l) frame University Ordinances consistent with the provisions of this Act and the Statutes ;
- (m) consider and pass resolutions on the Annual Report, the Annual Accounts, the Finance Estimates ;
- (n) Institute Professorships, Associate Professorships, Assistant Professorships, Lectureships or other teaching posts and research positions in accordance with the Statutes and recommendations of the Academic Council ;
- (o) institute new teaching and Research Departments with prior approval of the Commission and in accordance with the Statutes and recommendations of the Academic Council ;
- (p) abolish or suspend any Professorship, Associate Professorship, Assistant Professorship or Lecturership or other teaching Posts and research positions in accordance with the Statutes and recommendations of the Academic Council ;
- (q) abolish or suspend department or institute in accordance with the Statutes and recommendations of the Academic Council ;
- (r) accord recognition to a Scholar as a teacher of the University in accordance with the provisions of the

Statutes and recommendations of the Academic Council ;

- (s) delegate, subject to such conditions as may be prescribed by Regulations, its power to appoint clerical staff and other employees to such person or Authority as the Syndicate may determine on the recommendation of the Vice-Chancellor ;
- (t) abolish or suspend any administrative, clerical and other non-teaching posts ;
- (u) manage and regulate the finances, accounts, investments, property and all administrative affairs, whatsoever of the University and, for that purpose, appoint such agents as it may think fit ;
- (v) accept bequests, donations and transfer of property to the University ;
- (w) provide for buildings, premises, furniture, apparatus, equipment and other means needed for carrying on the work of the University;
- (x) after report from the Finance Committee, enter into, modify, carry out, confirm and cancel contracts on behalf of the University ;
- (y) invest any money belonging to the University, including any unapplied income, in any of the securities described in section-20 of the Trust Act, 1882, or in the purchase of immovable property in Bangladesh with the like power of varying such investments or place on fixed deposit in any bank any portion of such money not required for immediate expenditure ; and

- (z) exercise such other powers and perform such other duties as may be conferred or imposed on it by the Statutes.
- (3) At least one-third of the total number of members shall be present to constitute a quorum of a meeting of the Syndicate.

**27. Academic Council :**

The Academic Council shall be the academic body of the University and shall, subject to the provisions of this Act, the Statutes and the University Ordinances, have the control and superintendence over, and be responsible for, the maintenance of standards of instruction, education and examination within the University, and shall exercise such other powers and perform such other duties as may be conferred upon it by the Statutes. It shall have the right to advise the Syndicate regarding affiliation to, or disaffiliation of colleges and on all academic matters.

**28. Constitution of the Academic Council:**

- (1) The Academic Council shall consist of the following persons:

**Ex-officio members :**

- (a) the Vice Chancellor;
- [(aa)the Pro-Vice-Chancellor or, if there is more than one, all the Pro-Vice-Chancellors<sup>1</sup>;
- (b) the Deans of the Faculties ;
- (c) the Professors and the Chairmen of Departments, other than Deans;

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<sup>1</sup>Clause (aa) was inserted by section 5 of the Chittagong University (Amendment) Act, 1999 (Act No. VIII of 1999) vide the Bangladesh Gazette dated April 13.1999.

[(cc)the Directors of the University Institutes]<sup>1</sup>

(d) the Librarian of the University;

**Nominated Members :**

(e) ten principals of affiliated colleges of whom at least three shall be from the Principals of Government colleges to be nominated by the Chancellor;

(f) five persons from research bodies and centers of higher learning to be nominated by the Chancellor ;

**Elected members :**

(g) two Associate Professors, two Assistant Professors and two Lecturers, other than Chairmen of Departments[and the Directors of the University Institutes]<sup>2</sup> to be elected by the teachers themselves.

(2) Members other than ex-officio members shall hold office for a period of two years and shall continue in office until their successors having been nominated or elected enter upon the office.

Provided that the Associate Professors, Assistant Professors or Lecturers elected as such shall hold office so long as they continue to be such Associate Professors, Assistant Professors and Lecturers.

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<sup>1</sup>Clause (cc) was inserted by section 2 of the Chittagong University (Amendment) Act, 1986 (Ordinance No. LXI of 1986) vide the Bangladesh Gazette dated July 19, 1986.

<sup>2</sup>The words “and the Directors of University Institutes” were inserted by section 2 of the Chittagong University (Amendment) Ordinance, 1986 (Ordinance No9. LXI of 1986) vide the Bangladesh Gazette dated July 19, 1986.

## **29. Powers and duties of the Academic Council :**

- (1) The Academic Council shall, subject to the provisions of this Act and the Statutes, and the powers conferred on the Vice-Chancellor and the Syndicate, have power to make regulations prescribing the courses of studies and curricula, and laying down proper standards of instruction, research and examinations.
- (2) Subject to the powers conferred on the Vice-Chancellor and the Syndicate the Academic Council shall have the following powers, namely:
  - (a) to advise the Syndicate on all Academic matters ;
  - (b) to propose Academic Ordinances to the Syndicate.
  - (c) to call for reports from persons engaged in research and to make recommendations to the Syndicate thereon;
  - (d) to make regulations for the encouragement of co-operation and reciprocity among colleges with a view to promoting academic life ;
  - (e) to decide the conditions under which exemptions relating to the admission of students to examinations may be given ;
  - (f) to propose to the Syndicate schemes for the constitution of the University Departments and Committees of Courses and Studies;
  - (g) to deal with University teaching and to make proposals for the initiation of fresh developments ;
  - (h) to prescribe, subject to the approval of the Syndicate and upon the recommendations of the Committees of Courses and Studies, the Courses of Reading, the Syllabuses and outlines of texts in each paper for all the examinations ;



Provided that the Academic Council shall have power only to accept, reject or refer back, but not to amend the recommendations of the Committees of Courses and Studies ;

Provided further that in the event of difference of opinion between the Academic Council and the Committee of Courses and Studies after the first reference the opinions of both the bodies shall be placed before the Syndicate for decision which shall be final ;

- (i) to approve or reject any subject proposed for this by a candidate for the degree of a Doctor in any subject after consideration of the report of the Board of Advanced Studies ;

Provided that in the event of difference of opinion between the Academic Council and the Board of Advanced Studies after the first reference, the opinions of both the bodies shall be placed before the Syndicate for decision which shall be final ;

- (j) to recognise the examination of other Universities or Boards as equivalent to the corresponding examinations of the University ;
- (k) to advise upon the proposals referred to it on new developments in teaching and research in the University by the Planning and Development Committee ;
- (l) to make and amend rules and regulations regarding the use of University Library ;
- (m) to recommend to the Syndicate affiliation or disaffiliation of colleges and institutes ;

- (n) to make recommendations for the promotion of research within the University and to advise the Syndicate on such other matters of academic interest as may be referred to them ;
- (o) to initiate proposals for the institution of teaching departments, research institutes and museums, and to make recommendations for the consideration of the Syndicate ; and
- (p) to initiate proposals for the institution or suspension of Professorships, Lecturerships or other teaching posts and to make recommendation in this respect to the Syndicate.
- (3) At least one-third of the total number of members shall be present to constitute a quorum of a meeting of the Academic Council.

### **30. The Faculties :**

- (1) The University shall include the Faculties of Arts, Science, Social Sciences, Commerce, Law, Medicine, Education and Engineering and may divide or combine existing Faculties and create new Faculties in such manner as may be prescribed by the Statutes.
- (2) Each Faculty shall, subject to the control of the Academic Council, have charge of the teaching and the courses of studies and research work in such subjects as may be assigned to such Faculty by the Statutes and the University Ordinances.

- (3) The constitution, powers and functions of the Faculties shall be such as are prescribed by the Statutes and the University Ordinances.
- (4) Faculties shall be advisory bodies whose decisions shall go through the Academic Council to the Syndicate for giving effect.
- (5) There shall be a Dean of each Faculty who shall be responsible for the due observance of the Statutes, University Ordinances and Regulations relating to the Faculty.
- (6) The Dean of each Faculty shall be elected from among the Professors and Associate Professors of the Faculty by all the teachers of the departments belonging to the Faculty and he shall hold office for two years.

**31. Departments :**

The University departments shall consist of the teachers of the relevant subjects at the University and the constituent colleges or institutes. The Chairman of department shall be appointed in such manner as may be prescribed by the Statutes. The department shall have the responsibility to plan and coordinate the work of the departments under the leadership of the Chairman of the department. The Chairman of department shall exercise such powers and perform such duties as may be prescribed by the Statutes and the University Ordinances.

**32. Committees of Courses and Studies :**

There shall be two Committees of Courses and Studies-one for Post-Graduate, Honours and Diploma Courses and the other for Degree (Pass) and Certificate Courses. They shall be constituted in such manner as may be prescribed by the Statutes and shall have such functions as may be prescribed by the Statutes and the University Ordinances.

### **33. Board of Advanced Studies :**

There shall be Boards of Advanced Studies, for organising post-graduate studies in the University, which shall be constituted in such manner as may be prescribed by the Statutes.

### **34. Finance Committee :**

- (1) There shall be a Finance Committee to supervise the income and expenditure of the University, to advise the syndicate on all matters relating to accounts, administration of property and funds of the University, and it shall consist of :
  - (a) the Vice-Chancellor ;
  - [(aa)the Pro-Vice-Chancellor or, if there is more than one, the Pro-Vice-Chancellor to be nominated by the Chancellor]<sup>1</sup>;
  - (b) one person to be nominated by the Syndicate ;
  - (c) one Dean of Faculty to be nominated by the Academic Council;
  - (d) one University teacher to be elected by the University teachers themselves ;
  - (e) one person to be nominated by the Senate; and
  - (f) two experts in the field of finance to be nominated by the Syndicate.
- (2) The Comptroller of Accounts shall be the Secretary of the Finance Committee.

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<sup>1</sup>. Clause (aa) was inserted by section 6 of the Chittagong University (Amendment) Act, 1999 (Act No. VIII of 1999) vide the Bangladesh Gazette dated April 13, 1999.

- (3) An elected or nominated member shall hold office for a period of two years and shall continue in office until their successors having been elected or nominated enter upon the office.

**35. Planning and Development Committee :**

- (1) There shall be a Planning and Development Committee to make academic and physical planning of the University and it shall consist of the following :-
- (a) the Vice-Chancellor – Chairman.
  - [(aa) the Pro-Vice-Chancellor or, if there is more than one, the Pro-Vice-Chancellor to be nominated by the Chancellor<sup>1</sup>;
  - (b) four Deans of Faculties by rotation ;
  - (c) one Architect, one Engineer and one Expert in Finance from outside the University to be nominated by the Syndicate.
- (2) The [Director (Planning and Development)]<sup>2</sup> shall be the Secretary of the Planning and Development Committee.
- (3) A member, other than the Vice-Chancellor, shall hold office for a period of two years and shall continue in office until their successors having been nominated or appointed enter upon the office.

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<sup>1</sup>. Clause (aa) was inserted by section 6 of the Chittagong University (Amendment) Act, 1999 (Act No. VIII of 1999) vide the Bangladesh Gazette dated April 13, 1999.

<sup>2</sup> The words and brackets “Director (Planning and Development)” were substituted for the words “Planning & Development Officer” by section 4 of the Universities Laws (Amendment) Act, 1987 (Act No. XXXVI of 1987) vide the Bangladesh Gazette dated April 13, 1999.

**36. Selection Boards :**

- (1) There shall be Selection Boards for recommending the appointment of Professors. Associate Professors, Assistant Professors, Lecturers and persons to other research and teaching posts of the University and for recognition as such ;
- (2) The constitution and functions of the Selection Boards shall be such as may be prescribed by the Statutes.

**37. Other Authorities of the University :**

The constitution, powers, duties and functions of such other Authorities as may be declared by Statutes to be Authorities of the University shall be such as may be prescribed by the Statutes.

**38. University Boards :**

The University shall set up a Discipline Board and such other Boards as may be prescribed by the Statutes.

**39. Constitution etc. of Boards :**

The constitution, powers, duties and functions of the Discipline Board and all other Boards of the University shall be such as are prescribed by the University Ordinances.

**STATUTES, UNIVERSITY ORDINANCES AND  
REGULATIONS**

**40.** Subject to the provisions of this Act, the Statutes may provide for all of the following matter, namely:

- (a) the conferment of Honorary degrees ;
- (b) the institution of Fellowships, Scholarships and Prizes;

- (c) the designations, duties and powers and conditions of service of the teachers and officers of the University ;
- (d) the constitution, powers and duties of the Authorities of the University ;
- (e) the institution of colleges or institutes and hostels and their maintenance;
- (f) the condition for the recognition of colleges and hostels not maintained by the University and for withdrawal of such recognition, management of such colleges and hostels ;
- (g) constitution, power and duties of Governing Bodies of affiliated colleges;
- (h) the mode of appointment and recognition of teachers of the University ;
- (i) the constitution of pension, insurance and provident funds for the benefit of the officers, teachers, clerical staff and other employees of the University ;
- (j) the maintenance of a register of Registered Graduate ; and
- (k) all matters which, under this Act, are to be or may be prescribed by the Statutes.

**41. Framing Statutes :**

- (1) The First Statutes of the University shall be those set out in the Schedule.
- (2) The Statutes may be amended, repealed or added to by Statutes made by the Syndicate in the manner stated hereinafter.
- (3) All Statutes, as made by the Syndicate, shall be submitted to the Senate for ratification.

- (4) The Senate may, on receipt of the proposal of Statutes, return it to Syndicate with the suggestion that the Statutes or a particular provision of Statutes be reconsidered and that any amendments specified in the suggestion be considered but if the Syndicate again submits the proposal of Statutes with or without the suggested amendments to the Senate, it shall be deemed to have been ratified unless rejected by the two-thirds of the total number of members of the Senate.

Provided that the Statutes relating to the service conditions of teachers, officers and other employees of the University shall be presented to the Senate but shall not require its ratification.

- (5) A Statute proposed by the Syndicate shall have no validity until it has been ratified or deemed to have been ratified by the Senate.
- (6) Save as otherwise provided the Syndicate shall not propose any Statute affecting the status, powers or constitution of any Authority of the University until such an Authority has been given an opportunity of expressing an opinion upon the proposal. Any opinion so expressed shall be in writing and shall be considered by the Syndicate and shall be submitted to the Senate together with the draft of the proposed Statute.

#### **42. University Ordinances :**

Subject to the provisions of this Act and the Statutes, the University Ordinances may provide for all or any of the matters, namely :

- a) the admission of students to the University and colleges and their enrolment as such ;



- b) the courses of studies to be laid down for all degrees, certificates and diplomas of the University ;
- c) the conditions under which students shall be admitted to the degree, certificate or diploma courses and to the examinations of the University and shall be eligible for degrees, certificate and diplomas;
- d) the terms and conditions of residence of the students of the University ;
- e) the fees to be charged for courses of studies in the University or the colleges and for admission to the examinations, degrees, certificates and diplomas ;
- f) the constitution, power and duties of the various standing Committees of the University ;
- g) the conduct of examinations ; and
- h) all matters which under this Act or the Statutes are to be or may be provided for by the University Ordinances.

**43. Two kinds of University Ordinances :**

University Ordinances shall be of two kinds-Executive and Academic. Subject to the provisions of Sections-44 and 45 the Syndicate shall decide which Ordinances are to be treated as executive and which Ordinances are to be treated as Academic.

**44. Executive Ordinances :**

Subject to other provisions of this Act and the Statutes. the following matters shall be provided for by the Executive Ordinances, namely :

- (a) all kinds of fees to be charged by the University ;

- (b) powers and duties of the officers of the University other than those prescribed under this Act ;
- (c) scales of pay of University employees ;
- (d) conduct and discipline of the students of the University and the colleges and punishment including rustication and expulsion for misconduct and breach of discipline ;
- (e) procedure of inspection of colleges ; and
- (f) all other matters which, under the Act or statutes, are required to be provided for by the Executive Ordinance.

**45. Academic Ordinances :**

Subject to the provisions of this Act and the Statutes, the following matters shall be provided for by the Academic Ordinances, namely :

- (a) creation of teaching departments and posts ;
- (b) registration of students in the University ;
- (c) equivalence of examination conducted by the Universities and institutions ;
- (d) conditions of residence of students ;
- (e) conduct of examinations ;
- (f) mode of appointment of examiners;
- (g) institutions of Fellowships, Scholarships and Exhibitions;
- (h) framing of Syllabuses and prescribing courses of studies for all degrees, diplomas and certificates awarded by the University ;
- (i) admission of students to the University and their enrolment as such ; and

- (j) conditions under which the students shall be admitted to the degree, diploma or certificate courses and the examinations of University and shall be eligible for degrees and diplomas and certificates.

**46. University Ordinances how made :**

- (1) Save as otherwise provided in this section, University Ordinances shall be made by the Syndicate ;

Provided that no Academic Ordinance shall be made except on the recommendation on the Academic Council.

**47. Regulations :**

- (1) The Authorities and other Bodies of the University may make Regulations consistent with the Act, the Statutes and the University Ordinances :-
  - (a) laying down the procedure to be observed at their meetings and the numbers of members required to form a quorum ;
  - (b) providing for all matters which under this Act, the Statutes or the University Ordinances are to be prescribed by Regulations ; and
  - (c) providing for all other matters solely concerning such Authorities not provided for by this Act, the Statutes or the University Ordinances.
- (2) Every Authority or body of the University shall make Regulations providing for the giving of notice to the members of such Authority or body of the dates of meetings and of the business to be considered at meeting and for the keeping of a record of the proceedings of meetings.

- (3) The Syndicate may direct the amendment, in such manner as it may specify, or any Regulation made under this section or the annulment of any Regulation made under sub-section (1):

Provided that any Authority or body of the University which is dissatisfied with any such direction may prefer an appeal to the Chancellor whose decision in the matter shall be final.

**48. Colleges :**

- (1) No College or institution shall be affiliated unless it fulfils the conditions embodied in this Act.
- (2) In all matters connected with affiliation or disaffiliation the Syndicate shall be guided by the recommendation of the Academic Council.
- (3) The conditions of residence and instruction in the affiliated colleges shall be prescribed by the University Ordinances and every affiliated college shall be subject to inspection by any officer of the University authorised, in this behalf, by the Syndicate or the Vice-Chancellor.
- (4) Where a college desires to add the course of instruction in respect of which it is affiliated the procedure prescribed shall, so far as may be, be followed.
- (5) The Syndicate may, after due enquiry, withdraw the recognition granted to a college which has failed to comply with the conditions prescribed by the Statutes and University Ordinances or at any later date. The Syndicate shall give the College an opportunity of appearing at any such enquiry as aforesaid and of making representations on its own behalf. The Syndicate shall inform the college of its decision.

#### **49. General Provision relating to colleges :**

- (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) Each affiliated non-Government college or institution shall be managed by a regularly constituted Governing Body. The constitution, powers and duties of the Governing Body shall be such as may be prescribed by the Statutes:

Provided that the Governing Body of the affiliated Government college shall be constituted according to the rules framed by the Government.

- (3) The Principal or Head of a college shall be responsible for the internal administration and discipline of the college.
- (4) Every college shall satisfy the Syndicate that adequate financial provision is available for its continued and efficient maintenance, either in the form of an endowment or by an undertaking given by the body maintaining it.
- (5) Tution and other fees fixed by a college shall not be below the minimum rates or above the maximum rates prescribed by the University Ordinances in this behalf.
- (6) Every college shall comply with the relevant Statutes, Ordinances and Regulations of the University.
- (7) Admission of the students to a college shall be subject to the conditions prescribed by the University Ordinance and Regulations in this behalf.
- (8) Each college or institution shall ordinarily conform to the University terms, vacations and holidays.
- (9) Every college shall maintain such registers and records as may be prescribed by the University Ordinances and

furnish such statistical and other information as the University may, from time to time, specify.

- (10) Every college shall submit each year, by a date to be fixed by the Syndicate, a report to the Syndicate, on the working of the college during the previous year, giving the particulars and circumstances of any change in the staff on the management, the number of students and a statement of income and expenditure and such other information as may be required.
- (11) When a college ceases to exist with the sanction of the University, the disposal of this assets, where not specifically provided for, shall be settled by the Governing Body and the University in consultation with the Government; if these Bodies fail to reach an arrangement, the Government shall appoint an arbitrator whose decision shall be final.
- (12) Every Governing Body shall maintain a Provident Fund for the benefit of members of its teaching staff in accordance with rules prescribed by the Government.
- (13) All trust funds belonging to a non-Government college or under the control of the Governing Body shall be shown separately in the accounts of the college.
- (14) Investment of funds belonging to a non-Government college or under the control of the Governing Body shall be made in property and securities authorised by law for the Investment of trust funds of such other classes of security as may, from time to time, be approved by the Government.
- (15) The salaries, grades and conditions of service including efficiency and discipline rules for all teachers employed by non-Government affiliated colleges shall be determined by University Ordinances.

**50. Residence :**

Every student of the University shall reside at such places and under such conditions as may be prescribed by the Statutes and the University Ordinances.

**51. Halls :**

The Halls of the University shall be such as may be prescribed by the Statutes.

**52. Hostels :**

- (1) The Hostel shall be such as may be approved and licensed by the Syndicate on such general or special conditions as may be prescribed by the University Ordinances.
- (2) The Wardens and Superintending staff of Hostels shall be appointed in such manner as may be prescribed by the Statutes.
- (3) The conditions of residence in Hostels shall be prescribed by the University Ordinances and every Hostel shall be subject to inspection by any member of the Discipline Board authorised in this behalf by the Board and by any officer of the University authorised in this behalf by the Syndicate.
- (4) The Syndicate shall have power to suspend or withdraw the license of any Hostel which is not conducted in accordance with the conditions prescribed by the University Ordinances.

**53. Admission to University Courses :**

- (1) Admission of students to the University for undergraduate, post-graduate and other courses shall be governed by the rules framed by an Admission

Committee appointed for that purpose by the Academic Council.

- (2) Students shall not be eligible for admission to a course of study for a degree in the university or any of its affiliated colleges, unless they have passed the Intermediate Examination or the higher Secondary Examinations of the Boards of Intermediate and Secondary Education in Bangladesh, or any other Authority incorporated by any law for the time being in force in Bangladesh, or any examination recognised under the Statutes as equivalent thereto, and possess such further qualifications as may be prescribed by the University Ordinances.
- (3) The conditions under which students may be admitted to the diploma course of the university shall be prescribed by the University Ordinances.
- (4) For the purpose of admission to a course of study for a degree the University may recognise as equivalent to its own degrees, any degree conferred by any other University, or as equivalent to the Intermediate or Higher Secondary Examination, any examination other than the Intermediate or Higher Secondary Examination of a recognised University or Board in such manner as be prescribed by the University Ordinances.

#### **54.Examinations ::**

- (1) All arrangements for the conduct of Examination shall be made by the Controller of Examinations under the general control of the Vice-Chancellor.
- (2) The Academic Council shall appoint Examination Committees. The constitutions, powers and duties of



Examination Committees shall be prescribed by the University Ordinances.

- (3) If, in respect of an examination, any examiner becomes, for any cause, incapable of acting as such, the Vice-Chancellor shall appoint an examiner to fill the vacancy.

**55. Condition of Service :**

- (1) Every salaried teacher and officer of the University shall be appointed on a written contract, which shall be lodged with the Registrar of the University, and a copy of the contract shall be furnished to the teacher or officer concerned.
- (2) The service conditions shall be determined without any prejudice to the freedom of the teacher or officer to hold any political views and to keep association with any lawful organisation outside the University and shall be clearly stated in the contract:  
Provided that if a teacher or other salaried employee of the University seeks election as a Member of Parliament, he shall before the date for filling of nominations, resign from the service of the University.
- (3) A teacher or officer of the University may be dismissed only on grounds of moral turpitude, misconduct or inefficiency, but no such teacher or officer shall be dismissed unless an enquiry into the charges of moral turpitude or inefficiency is held by an Enquiry Committee on which the teacher or the officer may be represented by a person nominated by him.

**56. Annual Report:**

The Annual Report of the University shall be prepared under the direction of the Syndicate and shall be submitted

to the Commission on or before the 31st day of January of the following academic session.

**57. Annual Accounts:**

- (1) The annual accounts and balance sheet of the University shall be prepared under the direction of the Syndicate and shall be audited by an authority to be nominated by the Commission.
- (2) The accounts together with copies of the audit report shall be submitted to the Commission.

**58. Interpretation:**

If any question arises regarding the interpretation of any provision of this Act or any Statutes, University Ordinances, or Regulations or as to whether any person has been duly nominated as, or is entitled to be a member of any Authority or other body of the University, the matter shall be referred to the Attorney General of Bangladesh for his opinion and the Syndicate shall decide accordingly.

**59. Removal of difficulties:**

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 Act, 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 Act and the Statutes, which appears to him necessary or expedient for the purpose of removing the difficulty and every such order shall have effect as if such appointment or action had been made or taken in the manner provided in this Act.

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

**60. Bar against membership of Authority:**

- (1) No person shall be eligible to hold any office of the University or Colleges or be a member of any Authorities or other bodies of the University or the Colleges or to continue as such if he,-
  - (a) is of unsound mind, deaf, mute or is otherwise incapacitated to discharge his functions ;
  - (b) is an undischarged insolvent ;
  - (c) has been convicted by a Court of law of an offence which involves moral turpitude ;
  - (d) had financial interest as an individual, as a partner or otherwise, in any firm which publishes, procures or supplies any book, either written or edited by him, prescribed by the University as a course of study of any examination conducted by the University unless specially permitted by the Syndicate :

Provided that, in the case of dispute or doubt, the Chancellor shall determine whether a person is disqualified under this section and his decision shall be final.

**61. Dispute as to Constitution of University Authorities and bodies :**

If any question arises as to whether any person has been duly elected or appointed as, or is entitled to be, a member of any authority or other bodies or the University the matter

shall be referred to the Attorney-General of Bangladesh for his opinion and the Syndicate shall decide accordingly.

**62. Constitution of Committees :**

Where any Authority of the University is given power by this Act or the Statutes to appoint Committees, such Committees shall, save as otherwise provided, consist of such members of that Authority as may be determined by it and such other persons, if any, as the Authority may determine.

**63. Filling of casual vacancies :**

All casual vacancies among the members other than ex-office members of any Authority or other body of the University shall be filled, as soon as may be, by the person or body who appointed, elected or nominated the members whose place has become vacant, and the person appointed, elected or nominated to a casual vacancy, shall be a member of such Authority or body for the residue of the terms for which the person whose place he fills would have been a member.

**[64. Validity of Proceedings etc. :**

No act or proceedings of any Authority or other body of the University shall be invalid or be called in question merely on the ground of the existence of any vacancy in such Authority, or body or of the failure or defect in making or holding any appointment, nomination or election to, or any other defect in the formation of, such Authority or body.]<sup>1</sup>

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<sup>1</sup> Section 64 was substituted by section 2 and the Schedule of the Universities Laws Amendment Ordinance, 1975 (Ordinance No. LXII of 1975) vide the Bangladesh Gazette dated December 26, 1975.

**65. Appeals to Chancellor :**

- (1) In the event of any dispute arising out of a contract between the University and any officer or teacher of the University and any other matter not specifically provided for under this Act or the Statutes, the officer or teacher concerned shall have the right of appeal to the Chancellor to be submitted through the Vice-Chancellor of the University who shall submit the appeal to the Chancellor with his comments. The decision of the Chancellor on the appeal shall be final.
- (2) In the event of a dispute arising out of a contract between a college and an officer or teacher of the college or any other matter not specifically provided for under this Act or the Statutes, the officer or teacher concerned shall have the right of appeal to the Chancellor to be submitted through the President of the Governing Body who shall submit the appeal to the Chancellor with his comments. The decision of the Chancellor on appeal shall be final.

**66. Pension and Provident Fund :**

- (1) The University shall, in such manner and subject to such conditions as may be prescribed by the Statutes, constitute, for the benefit of its officers, teachers, clerical staff and other employees, such pension, group insurance, benevolent fund, provident fund or gratuity as it may deem fit.
- (2) Where any provident fund has been constituted, the Government may declare that the provisions of the Provident Funds Act, 1925 shall apply to such funds as it were a Government Provident Fund.

**67. Statutory Grant :**

The University shall, for the purpose of this Act, receive annually from the Commission such amount as may be determined by the latter.

**68. Repeal and Saving<sup>1</sup>:**

- (1) The University Laws Amendment Ordinance, 1979 (XXIX of 1979) is hereby repealed.
- (2) Notwithstanding such repeal anything done or any action taken, including any authorisation made notification issued or direction given under any provision of the Dhaka University Order, 1973 (P.O. No. 11 of 1973), Rajshahi University Act, 1973 (XXVI of 1973), Chittagong University Act, 1973, (XXXIII of 1973) and the Jahangirnagar University Act, 1973 (XXXIV of 1973), as amended by the said Ordinance, shall be deemed to have done, taken, made, issued or given, as the case may be under the corresponding provisions of the said P.O. and Acts, as amended by this Act.

**69. Interim Arrangement :**

Upon the coming into force of this Act the existing Syndicate, Academic Council and all other Authority, Committees and bodies constituted under the repealed Ordinance shall continue to function until a new Syndicate, Academic Council and Authorities, Committees and bodies are duly constituted under this Act, and all persons holding office under the repealed Ordinance shall continue to function till new appointments or nominations are made or elections are held according to this Act.

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<sup>1</sup>Sub-section (4) was added by section 5 of the Universities Laws Amendment Act, 1980 (Act No. 1 of 1980) vide Bangladesh Gazette Dated March 8, 1980.

**THE SCHEDULE**  
**THE FIRST STATUTES OF THE UNIVERSITY**

**1. Definitions :**

In these Statutes, unless there is anything repugnant in the subject or context :-

- (a) “Act” means the Chittagong University Act, 1973 ;
- (b) “Authorities”, “Officers”, “Professors”, “Associate Professors”, “Assistant Professors”, “Lecturers” and “Registered Graduates” mean respectively, Authorities, Officers, Professors, Associate Professors, Assistant Professors, Lecturers and Registered Graduates of the University ;
- (c) “Section” means a section of the Act.

**2. Board of Advanced Studies :**

- (1) The Board of Advanced Studies shall consist of:-
  - (a) the Vic-Chancellor-Ex-Officio Chairman;
  - (b) all Professors and Deans of Faculties;
  - (c) two other University teachers to be co-opted by the Board.
- (2) The Registrar shall be the Secretary of the Board of Advanced Studies.
- (3) The co-opted members of the Board of Advanced Studies shall hold office for a period of two years.

**3. Functions of the Board of Advanced Studies :**

- (1) The functions of the Board of Advanced Studies shall be:-
  - (a) to advise the Vice-Chancellor, Syndicate and Academic Council on all academic matters connected with post graduate teaching at the University;

- (b)to make recommendations to the competent Authority regarding approval of various academic projects, award of all Grants and Fellowships ;
  - (c)to review the research work being done in various teaching departments and for the award of Ph.D. Degree to satisfy itself that suitable staff and equipment are available and that a high standard is maintained.
- (2)No department shall be allowed to undertake Ph.D. work in a particular subject unless the Board of AdvancedStudies is satisfied that necessary facilities including effective supervision are available.

#### **4. Faculties :**

- (1)Each Faculty shall consist of:-
- (a)the Dean - Chairman ;
  - (b)the Professors in the Faculty ;
  - (c) the Chairmen of Departments comprised in the Faculty ;
  - (d)অত্র বিশ্ববিদ্যালয়ের সংশ্লিষ্ট অনুষদের অন্তর্ভুক্ত প্রত্যেক বিভাগ হতে দু'জন শিক্ষক<sup>১</sup>;
  - (e)(বাতিল); এবং
  - (f)অন্যান্য বিশ্ববিদ্যালয়ের সংশ্লিষ্ট অনুষদ/অত্র বিশ্ববিদ্যালয়ের অনুষদের দু'জন বিশেষজ্ঞ শিক্ষক<sup>২</sup>।
- (2)Subject to the provisions of this Act, each Faculty shall have the powers :
- (a)to constitute Committees of Courses and Studies ;
  - (b)to recommend to the Academic Council the names of examiners in subjects assigned to the Faculty ;

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<sup>1</sup> . Amended and ratified by the Senate meeting held on 22-6-2001.

<sup>2</sup> . Amended and ratified by the Senate meeting held on 22-6-2001.



- (c) to recommend to the Academic Council conditions for award of degrees, diplomas and other distinctions ;
- (d) to deal with such other matters as may be referred to it by the Academic Council.

**5. Selection Board<sup>1</sup> :**

- (1) The Selection Board for recommending the appointment of Professors and Associate Professors shall consist of :-
  - (a) the Vice-Chancellor-Chairman ;
  - (b) three experts of whom one shall be an external expert to be nominated by the Chancellor for a period of two years with effect from the date of nomination ;
  - (c) two nominees of the Syndicate for a period of two years with effect from the date of nomination ; and
  - (d) two members nominated by the Chancellor for a period of two years with effect from the date of nomination.

Provided that the nominated experts and members shall continue to act as such on the Selection Board till their successors are nominated.

Provided further that the above amendments and the proviso shall be deemed to have been effective on and from 27-5-1976.

- (2) The Selection Board for recommending the appointments of Assistant Professors, Lecturers and persons to other research and teaching post shall consist of :-
  - (a) the Vice-Chancellor-Chairman ;

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<sup>1</sup> . Amended and ratified by the Senate meeting held on 14-7-1994.

- (b) two experts to be nominated by the Syndicate for a period of two years with effect from the date of nomination; and
- (c) the Chairman of the Department concerned, if he is not below the rank of an Associate Professor.

Provided that the nominated experts shall continue to act as such on the Selection Board till their successors are nominated;

Provided further that the above amendment and the proviso shall be deemed to have been effective on and from 27-5-1976.

- (3) The Selection Board may recommend a grant of higher initial salary in the case of a particularly deserving candidate for consideration of the Syndicate. The Syndicate may, on the recommendations of the Selection Board, offer an eminently qualified person a Professorship in the University on such terms and conditions as it may determine.

#### **6. Committees of Courses and Studies :**

- (1) The Committee of Courses and Studies for post-graduate, honours and diploma courses shall consist of :-
  - (a) the Chairman of the Department-Chairman;
  - (b) teachers of the Department not exceeding ten to be nominated by the Chairman;
  - (c) (dropped) ; and
  - (d) three teachers / researchers of the subject from any other University (s) / research bodies<sup>1</sup>.
- (2) The tenure of this Committee shall be for two years<sup>2</sup>.

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<sup>1</sup>.Amended and ratified by the Senate meeting held on 22-6-2001

<sup>2</sup>.Amended and ratified by the Senate meeting held on 22-6-2001

(3-4) [Redundant];

(5) Subject to the provisions of this Act, each Committee of Courses and Studies shall have the powers:-

- (a) to frame syllabuses for various courses of studies in the subject;
- (b) to draw up panels of paper-setters and examiners for various examinations in the subject ; and
- (c) to deal with such academic matters as may be referred to it by the Faculty or the Academic Council.

**7. Chairman of Department :**

The Chairman of a department shall be appointed by the Vice-Chancellor for a period of three years from among the teachers, not below the rank of an Assistant Professor, of the department by rotation in order of seniority.

**Explanation:**

For the purpose of this Statute seniority means seniority in rank and status and not seniority in age or length of service only and when two persons are of equal rank and status the seniority between them shall be determined with reference to the length of service in the same rank and status ; and the rotation shall begin with the senior most teacher of the highest category for the time being available.

**8. Halls :**

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

(2)The Halls of the University shall be-

- (i)Alaol Hall ;
- (vi) Shaheed Abdur Rob Hall ;

- (ii) A.F. Rahman Hall ;      (vii) Pritilata Hall
- (iii) Shah Jalal Hall ;      (Viii) Suhrawardy Hall ;
- (iv) Shamsun Nahar Hall ;      (ix) Deshnetri Begum
- (v) Shah Amanat Hall ;      KhaledaZia Hall ; and
- (x) such other Halls as may be  
declared as such by the  
Statutes.

#### **9. Hostels :**

The Wardens and 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.

#### **10. Honorary Degrees:**

A proposal for the conferment of an honorary degree shall be made by the Syndicate to the Chancellor for his approval.

#### **11. Registered Graduates<sup>1</sup> :**

- (1) All graduates of the University of at least three years standing (3 years shall be counted from the date of publication of the result of any degree examination) and upwards shall, be entitled to have their names enrolled in the register of Registered Graduates on payment of a registration fee of:-

- (a) Tk. 75/- for three academic years, or
- (b) Tk. 300/- for life ;

Provided that for the purpose of clause-1 (a) above, the period between the date of payment and the 30th June following it, shall be counted as one full academic year ;

Provided further that Registered Graduates who have already enrolled their names for life in the register of Registered

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<sup>1</sup>. Amended and ratified by the Senate meeting held on 22-6-2002

Graduates shall continue to be such graduates and enjoy the privileges of a Registered Graduate until their death or resignation without payment of any further fee ;

Provided further that privileges of a Registered Graduate shall be prescribed by the University Ordinances.

Provided further that a Registered Graduate other than those for life will automatically cease to be such Registered Graduate on the expiry of the period of three academic years mentioned in clause 1(a) above and his name shall be struck off from the register. But any such graduate may become Registered Graduate afresh on submission of application form paying Tk.75/- for another three academic years or paying Tk. 300/- for life. Any Registered Graduate may become life Registered Graduate at any time, but 15 days before the date of notification of election.

2. An application for enrolment as a Registered Graduate under clause (1) shall be made in the form given in “Appendix-A”.
3. All disputes relating to compliance with the provisions of the Act, Statutes and University Ordinances regarding registration of graduates shall be decided by the Attorney General of Bangladesh.
4. Any graduate of this University who was found guilty of moral turpitude during a period of six years prior to submission of application form is not eligible to be a Registered Graduate.
5. A graduate applying under clause (1) above shall have to submit the following documents / paper alongwith prescribed application form. The prescribed form may

be had from the office of the Registrar on payment of Tk. 10/-

Provided that payments of registration fee and price of prescribed form will have to be made in the form of Bank Draft/Pay Order from Agrani Bank/Janata Bank drawn in favour of Registrar, Chittagong University payable at Agrani Bank Chittagong University Branch/Janata Bank, Fatehpur Branch, Chittagong.

- (i) Attested photo-copy of certificate in support of qualifying degree obtained must be submitted along with the application form if the applicant obtains more than one degree from this University, he must submit all particulars of such degree in the relevant column of the prescribed application form.

Provided that if any graduate submits more than one application for more than one enrolment of Registered Graduate for his different degrees, his enrolment as a Registered Graduate of this University including life Registration will be cancelled without any further notice ;

- (ii) Three specimen signatures and two recent passport – size photographs of the applicant writing his/her full name on the overleaf of the photo duly attested must be submitted alongwith the application form ;

Provided that all attestation must be done by a teacher of a University or a Gazetted Officer in Bangladesh or a Gazetted Officer attached to a Bangladesh Diplomatic or Consular Mission in Foreign Country.

- (iii) The application submitted in non-prescribed form and / or incomplete application in any manner shall stand rejected and Bank Draft/Pay Order accompanying the application so rejected will be forfeited.

## **12. Recognition of teachers :**

- (1) The qualifications of recognized teachers of the University shall be such as may be determined by the University Ordinances.
- (2) All applications for the recognition of teacher of University shall be made in such manner as may be laid down by the Regulations made by the Syndicate in that behalf.
- (3) The period of recognition of a teacher as Professor or Associate Professor shall be determined by the University Ordinances made in that behalf. A person, in the service of College, recognized as a teacher of the University otherwise than as Professor shall continue to be recognised so long as he is in the service of the College.
- (4) The Syndicate may, on a reference from the Vice-Chancellor, withdraw recognition from a teacher.

## **13. Affiliation :**

- (1) A college applying for affiliation to the University shall make an application in the prescribed form to the Registrar so as to reach him not later than 15th October preceding the Academic year from which the affiliation sought is to take effect and shall satisfy the Syndicate,-
  - (a) that the college is to be under the management of a Governing Body ;
  - (b) that the strength and qualifications of the teaching staff and conditions governing their tenures of office are such as to make due provision for the courses of instruction, teaching or training to be undertaken by the college and

- that adequate provision has been made for guidance and counselling of the students and for tutorials;
- (c) that the buildings in which the college is to be located are suitable and that provision is made in conformity with the Statutes and University Ordinances for the residence in the college Hostel or in lodgings approved by the college of students not residing with parents or guardians and for the supervision and physical and general welfare of students including facilities for sports, games and athletics and that, facilities would also be provided on the campus where teachers and students could meet informally ;
  - (d) that due provision has been made or will be made for a Library large enough which will remain open long enough to act as a work room where students are able to study privately during off periods and outside college hours ;
  - (e) where affiliation is sought in any branch of experimental science that arrangements have been or will be made for imparting instruction in that branch of science in a properly equipped laboratory or museum ;
  - (f) that due provision will, so far as circumstances may permit, be made for residence of the Principal and some members of the teaching staff in or near the college or the place provided for the residence of the students ;
  - (g) that the financial resources of the college are such as to make due provision for its continued maintenance and efficient working. The management shall satisfy the University that it can meet a part of the maintenance cost of the college from its own resources; and
  - (h) that the affiliation of the college having regard to the provision made for students by other colleges in the



- same neighbourhood, will not be injurious to the interest of education or discipline.
- (2) The application shall further contain an assurance that after the college is affiliated, transfer or management and all changes in the teaching staff shall forthwith be reported to the Syndicate.
  - (3) On receipt of the application under paragraph (1) the Syndicate shall:-
    - (a) direct a local inquiry to be made by a competent person or persons authorised by the Syndicate in this behalf in respect of matters referred to in paragraph (1) and such other matters as may be deemed necessary and relevant ;
    - (b) make such further inquiry as may be necessary ; and
    - (c) decide the question on the recommendation of the Academic Council whether the application should be granted or refused either in whole or in part.
  - (4) The Syndicate shall prescribe the minimum number of teachers required and the scope of teaching in each affiliated college.
  - (5) Every teacher in an affiliated college, other than GovernmentCollege, shall be employed under a written contract stating the conditions of the service and the salary to be paid to him. A copy of this contract shall be lodged with the University.

#### **14. Inspection and Reports :**

- (1) Every college affiliated to the University shall furnish such reports, returns and other information as the Syndicate may require enabling it to judge the efficiency of the college.

- (2) The Syndicate shall cause each such college to be inspected, from time to time, by one or more competent persons authorised by the Syndicate in this behalf.
- (3) The Syndicate may call upon any college so inspected to take, within a specified period, such action as may appear to the Syndicate to be necessary.

**15. Teaching in the College and Co-operation between Colleges and the University :**

- (1) A College shall provide instruction in such subjects and up to such standards as it may be authorised to do, from time to time, by the Syndicate on the advice of the Academic Council.
- (2) A College may not, without the previous permission of the Syndicate, be granted after consultation with the Academic Council, suspend instruction in any subject which it is authorised to teach.
- (3) The Syndicate may, after considering the advice of the Academic Council and in consultation with authorities of the college or colleges concerned, provide on a basis of co-operation, teaching among the colleges themselves and between colleges and the University.
- (4) Lectures delivered by a teacher of the University for the benefit of students of the University may be thrown open to students of colleges with the prior approval of the Vice-Chancellor, and on the basis of application submitted by the students through the Principals of their respective colleges. Similarly, lectures delivered by a recognised teacher of the University for the benefit of students of his own college may be thrown open to students of any other

college or of the University with the prior approval of the Vice-Chancellor :

Provided that such outside students shall not be granted permission by the Principal of the college at which lecture takes place to attend the lecture unless an application is submitted through Principals of their respective colleges for the purpose.

#### **16. Appointment of Registrar :**

The Registrar shall be appointed by the Syndicate on the recommendation of a Selection Board consisting of :-

- (a) Vice-Chancellor - Chairman ;
- (b) one member of the Academic Council to be elected by the Academic Council ;
- (c) two members of the Syndicate to be elected by the Syndicate ;(d) two persons to be nominated by the Chancellor ;
- (e) one person to be appointed by the Government ;

Provided that the nominated / elected / appointed members shall continue to act as such on the Selection Board till their successors are nominated / elected / appointed<sup>1</sup>.

#### **17. Duties of the Registrar :**

The Registrar shall :-

- (a) be the custodian of the records, common seal and such other property of the University as the Syndicate shall commit to his charge ;

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<sup>1</sup> Ratified and inserted by the 20<sup>th</sup> General meeting of the Senate held on 28.6.2008.

- (b) conduct generally the official correspondence of the University ;
- (c) act as Secretary to the Senate, the Syndicate, the Academic Council and Board of Advanced Studies;
- (d) attend all meetings of bodies mentioned in clause (c) and to record and maintain the minutes thereof ;
- (e) keep record of the work of Committees of Courses and Studies ;
- (f) prepare plans on the policies for development of the Academic side of the University for submission to the Planning and Development Committee.
- (g) keep detailed time-table of the Academic staff, including lectures, demonstrations, tutorials and laboratory work-research, personal study and contact with students through individual guidance and the supervision of extra-curricular activities ;
- (h) prepare programme for summer courses for the staff and students as may be decided from time to time and work camps for students;
- (i) maintain such confidential reports as may be committed to his charge by the Vice-Chancellor ; and
- (j) perform such other duties as may be prescribed, from time to time, by the Academic Council and the Syndicate or assigned to him by the Vice-Chancellor.

**18. Appointment of whole-time Statutory Officers other than Registrar :**

Save as otherwise provided in this Act, there shall be separate Selection Boards, for appointment of Statutory whole-time officers, consisting of :-

- (a) Vice-Chancellor – Chairman ;
- (b) two Deans of the Faculties within the University to be nominated by the Academic Council ;
- (c) one non-salaried member of the Syndicate to be elected by the Syndicate ; and
- (d) two experts to be nominated by the Syndicate.

Provided that the nominated / elected / appointed members shall continue to act as such on the Selection Board till their successors are nominated / elected / appointed<sup>1</sup>.

**19. Resident Officers :**

The following shall be the Resident Officers of the University :

- (a) Registrar ;
- (b) Head of the Engineering office ;
- (c) Medical Officers ; and
- (d) such other officers as may be designated as such by the Syndicate.

**20. Duties of University Teachers :**

The duties of University teachers shall be –

- (a) to teach the students by means of lectures, tutorials, discussion, seminars and demonstrations;
- (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;

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<sup>1</sup> Ratified and inserted by the 20<sup>th</sup> General meeting of the Senate held on 28.6.2008.

- (d) to assist the Authorities in preparing courses and syllabuses, in conducting examination, in organizing 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 discharge such other academic duties as may be assigned to them by the Vice-Chancellor.

S.M. Rahman  
Secretary

## Appendix –A

চট্টগ্রাম বিশ্ববিদ্যালয়

চট্টগ্রাম বিশ্ববিদ্যালয় আজীবন/সেশনাল রেজিস্টার্ড

গ্র্যাজুয়েট তালিকাভুক্তির

আবেদনপত্র

(স্বহস্তে পূরণ করতে হবে)

আবেদনকারীর পাসপোর্ট  
সাইজের ২কপি সত্যায়িত  
সাম্প্রতিক ফটো ও  
ফটোর অপর পৃষ্ঠায়  
আবেদনকারীর স্বহস্তে  
লিখিত পূর্ণনাম।

- ১। আবেদনকারীরনাম (বাংলায়).....  
(ইংরেজী বড় হাতের অক্ষরে).....
- ২। (ক) পিতার নাম.....  
(খ) মাতার নাম .....
- ৩। (ক) স্থায়ী ঠিকানা : (খ) বর্তমান / যোগাযোগের ঠিকানা :  
.....  
.....
- ৪। (ক) পেশা :.....(খ) জাতীয়তা.....
- ৫। তালিকাভুক্তির জন্য আবেদনকৃত ডিগ্রীর বিবরণ :.....
- ৬। চট্টগ্রাম বিশ্ববিদ্যালয় হতে প্রাপ্ত সকল ডিগ্রীর বিবরণ :

মহাবিদ্যালয় / বিশ্ববিদ্যালয়ের নাম	উত্তীর্ণ পরীক্ষার নাম ও বিষয়	প্রাপ্ত বিভাগ/ শ্রেণী	পরীক্ষা পাশের সন

(আবেদনকারীর স্বহস্তে লিখিত পূর্ণ নাম)

তারিখ .....

- ৭। অংগীকার : আমার প্রদত্ত উপরোলিখিত বিবরণ সঠিক। বিবরণে লিখিত কোন তথ্য  
ভুল প্রমাণে আমার রেজিস্ট্রেশনের আবেদন বাতিল বলে গণ্য হবে।

(আবেদনকারীর স্বহস্তে লিখিত পূর্ণ নাম)

অগ্রণী / জনতা ব্যাংকের .....ইং তারিখের ড্রাফট  
নম্বর.....মারফত টাকা পাঠানো হলো।

(ফরম পূরণের নিয়মাবলী পরের পৃষ্ঠায় দ্রষ্টব্য)

বিঃদ্রঃ (ক) চট্টগ্রাম বিশ্ববিদ্যালয় হতে প্রাপ্ত প্রথম ডিগ্রীর ফলাফল প্রকাশের তারিখ থেকে ৩(তিন) বছর পর রেজিস্টার্ড থ্রাজুয়েট হওয়ার জন্য আবেদন করতে পারবেন।

(খ) আবেদনকারী কর্তৃক অত্র বিশ্ববিদ্যালয় হতে প্রাপ্ত যোগ্যতাসম্পন্ন ডিগ্রীর সনদপত্রের সত্যায়িত ফটোকপি, সাদা কাগজে আবেদনকারীর স্বহস্তে লিখিত তিনটি পূর্ণ নামের সত্যায়িত কপি এবং আবেদনকারীর পাসপোর্ট সাইজের দুই কপি সত্যায়িত সাম্প্রতিক ফটো ও ফটোর অপর পৃষ্ঠায় আবেদনকারীর স্বহস্তে লিখিত পূর্ণ নাম উল্লেখ করে আবেদনপত্রের সাথে সংযুক্ত করতে হবে। উল্লেখিত সকল দলিলপত্র ও ফটো বিশ্ববিদ্যালয়ের শিক্ষক/বাংলাদেশ গেজেটেড অফিসার বা বাংলাদেশস্থ মিশনের গেজেটেড অফিসার কর্তৃক সত্যায়িত করতে হবে।

গ) একই আবেদনকারী একাধিক ডিগ্রীর জন্য জমাকৃত সকল প্রকার আবেদনপত্র বাতিল বলে গণ্য করা হবে।

ঘ) অসম্পূর্ণ দরখাস্ত বিনা নোটিশে বাতিল বলে গণ্য করা হবে। যে কোন আবেদনপত্র যে কোন কারণে বাতিল করা হলে সে ক্ষেত্রে প্রদত্ত রেজিস্ট্রেশন ফিস বাজেয়াপ্ত করা হবে।

ঙ) বর্তমান ঠিকানা পরিবর্তিত হলে সাথে জানাতে হবে।

রেজিস্ট্রেশন ফি :

১। তিন শিক্ষাবর্ষের জন্য রেজিস্ট্রেশন ফি ৭৫.০০ (পঁচাত্তর) টাকা।

২। আজীবন সদস্য ফি ৩০০.০০ (তিনশত) টাকা।



## STATUTE – 2

### **Chittagong University (First Election) (Removal of Difficulties) Order, 1980**

*(Communicated vide Edn. Ministry's letter No. SXII/6U-13/80/363-Edn. Dated :15-11-1980)*

**Election of 33 Representatives of Teachers of the University to the Senate (Vide Article 22 (I) (K) of the Chittagong University Act,1973).**

- (1) Election of the representatives of teachers of the University as members of the Senate shall be held on a date to be fixed by the Vice-Chancellor, in a special meeting of the teachers to be conducted by the Returning Officer (Registrar of the University shall be the Returning Officer):

Provided that this election will not be held during the long vacation of the University

- (2) Intimation of the date fixed for the election shall be sent to all teachers, except those who are on leave, by the Returning Officer at least 21 clear days before the date of election and only those who are teachers on the date of publication of the final voter list shall be entitled to take part in the election. The intimation of the date fixed for election shall be deemed to have been made if it is received by the office of the departments concerned.
- (3) The Returning Officer shall publish a provisional voters' list within 3 days of the date of notification of the election and the final voters list shall be published within 7 days of such notification. Every candidate for election shall be proposed by one teacher and seconded by another in writing in a form prescribed by the Returning Officer for this purpose and every candidate

- shall at the time of nomination give his consent in writing to such election in the nomination paper.
- (4) Any teacher may nominate for the election such number of teachers, as there may be vacancies, by sending to the Returning Officer at least ten clear days before the date of election the name or names of the candidate or candidates proposed with his/their designation/ or designations.
  - (5) A candidate nominated for election may withdraw his candidature in writing signed by him and delivered to the Returning Officer not less than seven clear days before the date of election.
  - (6) The Returning officer shall cause a list of the nominees together with their designations to be circulated among the teachers of the University not less than five clear days before the election  
Provided that the list shall be deemed to have been circulated if it is delivered to the departments of the respective teachers.
  - (7) If the number of nominees after withdrawal does not exceed the number of vacancies, the nominees shall be declared elected to the vacancies after date of withdrawal is over.
  - (8) Every voter shall cast his vote by means of ballot paper prescribed for this purpose by the Returning Officer.
  - (9) Every voter shall have one vote for each vacancy.
  - (10) Voting shall be by secret ballot. A candidate or his agent appointed by him in writing shall be permitted to be present at the time of counting of votes.

- (11) At the close of the voting the Returning Officer shall cause counting of the votes cast for the candidates.
- (12) The Returning Officer shall prepare a report of the votes received by each candidate and the votes held to be invalid. He shall declare the results and communicate the same to the Vice Chancellor. The ballot papers as well as the report shall be preserved in a sealed packet for a period of six months from the date of election.
- (13) The Returning Officer shall declare elected 33 candidates securing, in order of succession, the highest number of votes.
- (14) If at any election two or more candidates secure the same number of votes for a single vacancy the choice between such candidates shall be determined by the Returning Officer by lot.
- (15) The Returning Officer shall have full powers to dispose of all points raised in the course of election and his decision shall be final.
- (16) The provisions of this paragraph shall, *mutatis mutandis*, apply to fill casual vacancies.

**Explanations :**

- (i) For the purpose of election the term “teachers” include Professors, Associate Professors, Assistant Professors, Lecturers, Supernumerary Professors/ teachers of the University and the employees of the University Institutes having both teaching and research work
- (ii) The teachers who are on leave exceeding one month on the date of publication of the final voter list, shall not be eligible to take part in election.
- (iii) The teachers who are on leave for less than a month within the country shall be eligible to cast their votes in a sealed cover so as to reach the Returning Officer before the election time is over.

**STATUTE-3**  
**Chittagong University (First Election) (Removal of  
difficulties) Order, 1980**

*(Communicated Vide Edn. Ministry's letter No.SXII/6U-  
13/80/363-EdnDated :15/11/1980)*

**Election of 6(six) University teachers to the Syndicate (vide  
Article 25 (1) (b) (ii) of the Chittagong University Act, 1973)**

1. There shall be held on a date to be fixed by the Vice Chancellor, the election of teachers, one from each of the following categories, namely :-

- i) Deans
- ii) Provosts
- iii) Professors
- iv) Associate Professors
- v) Assistant Professors and
- vi) Lecturers

to the Syndicate by the such teachers from among themselves in a special meeting of the teachers to be conducted by the Returning Officer; the Registrar of the University shall be the Returning Officer:

Provided that the election shall not be held during long vacation of the University.

2. Intimation of the date fixed for the election shall be sent to all teachers, except those who are on leave, by the Returning Officer at least 21 clear days before the date of election and only those who are teachers on the date of publication of the final voter list shall be entitled to take part in the election, the intimation of the date fixed for election shall be deemed to have been made if it is received by the office of the Deans or Provosts or Departments concerned.

3. The Returning Officer will publish a provisional voter list within 3 days of the date of notification of the election
4. Every candidate for election shall be proposed by one teacher and seconded by another of the same category in writing in a form prescribed by the Returning Officer for this purpose and every candidate shall at the time of nomination give his consent in writing to such election in nomination paper.
5. Any teacher of a category may nominate any other teacher of the same category by sending to the Returning Officer at least ten clear days before the date of election the name of the candidate proposed with his designation.
6. A candidate nominated for election may withdraw his candidature in writing signed by him and delivered to the Returning Officer not less than seven clear days before the date of election.
7. The Returning Officer shall cause a list of the nominees together with their designation to be circulated among the teachers of the respective categories not less than five clear days before the election.

Provided that the list shall be deemed to have been circulated if it is delivered to the Departments or offices of the respective teachers.

8. If the number of nominee(s) after withdrawal does not exceed the number of vacancies, the nominee shall be declared elected to the vacancies after date of withdrawal is over
9. Every voter shall cast his vote by means of a ballot paper prescribed for this purpose by the Returning Officer.
10. Every voter shall have one vote for each vacancy.

11. Voting shall be by secret ballot.
12. A candidate or his agent appointed by him in writing shall be permitted to be present at the time of counting of votes.
13. At the close of the voting the Returning Officer shall cause counting of the votes cast for the candidates.
14. The Returning Officer shall prepare a report of the votes received by each candidate and the votes held to be invalid. He shall declare the results and communicate the same to the Vice-Chancellor. The ballot papers as well as the report shall be preserved in a sealed packet for a period of six months from the date of election.
15. The Returning Officer shall declare elected the candidate securing the highest number of votes in each category.
16. If at any election two or more candidate secure the same number of votes for a single vacancy the choice between such candidates shall be determined by the Returning Officer by lot.
17. The Returning Officer shall have full powers to dispose of all points raised in the course of the election and his decision shall be final.
18. The provisions of this paragraph shall, *mutatis mutandis*, apply for filling casual vacancies.

**Explanation:**

- i) For the purpose of election the term “teachers” include Professors, Associate Professors, Assistant Professors, Lecturers and Supernumerary Professors/ Teachers of the University and the employees of the University Institutes having both teaching and research work. The teachers who are on leave, exceeding one month, on the

date of publication of the final voters' list shall not be eligible to take part in the election.

- ii) The teachers who are on leave for less than a month, within the country, shall be eligible to cast their votes in a sealed cover so as to reach the Returning Officer before the election time is over.

**STATUTE-4**  
**Chittagong University (First Election) (Removal of  
difficulties) Order, 1983**

*(Communicated Vide Edn. Ministry's letter No.SXII/6U-  
13/80/82 -Edn Dated :16/03/1982*

**Election procedure of five Representatives of the Students to  
the Senate to be elected by the University students under  
section 22 (1) (L) of the Chittagong University Act,1973.**

- (1) The election of the representative of the students of the University as members of the Senate shall be held on a date as may be fixed by the Vice-Chancellor.

Provided that when the University is in vacation, the Vice-Chancellor shall not fix the date for holding the election.

- (2) The Vice-Chancellor shall appoint a Returning Officer for the election.
- (3) The Returning Officer shall announce the date of the election by circulating a notice in the Departments, Institutes and Halls of the University not less than fifteen days before the date of the election.
- (4) The Returning Officer shall prepare and publish a final voters list but not less than twelve days before the date fixed for the election.

- (5) A student of the University willing to offer himself as a candidate for the election shall be nominated by a student of the University and seconded by another student of the University in writing in a nomination form approved by the Vice-Chancellor, and the candidate shall, at the time of nomination, give his consent in writing to such election on the nomination paper. Only such students whose names appear on the final voters' list shall be eligible to contest the elections or to propose and second such candidates.



Provided that no student shall propose or second more candidates for the election than the number of vacancies to be filled.

- (6) The nomination papers duly completed shall reach the Returning Officer not later than ten days before the date of the election.
- (7) The Returning Officer shall hold a scrutiny of nomination papers received by him and publish a list of validly nominated candidates.
- (8) A candidate may withdraw his candidature by writing in his own hand to the Returning Officer not later than six days before the date of the election and the returning Officer shall publish the final list of candidates for the election not later than five days before the date of the election.
- (9) Every voter shall cast his vote by a ballot paper which shall be in such form as may be approved by the Vice-Chancellor.
- (10) The voting shall be by secret ballot.
- (11) Every voter shall have one vote for each vacancy and may if he so chooses, withhold one or more of his votes.
- (12) The Returning Officer, with the approval of the Vice-Chancellor, shall appoint such number of Presiding Officers and Polling Officers as may be required for polling and counting of votes.
- (13) The candidates or their authorized agents may be present at the polling and counting of votes.
- (14) The results of the election shall be declared by the Returning Officers under orders of the Vice-Chancellor.
- (15) If, at any election, two or more candidates secure the equal number of votes for one vacancy, the choice between such candidates shall be determined by the Returning Officer by drawing of lots immediately after the counting of votes.

- (16) Any casual vacancy shall be filled in the same manner as provided in this statutes.
- (17) The Presiding Officer shall dispose of all points raised in the course of the election and his decision shall be final.

## **STATUTE-5**

### **Chittagong University Employees' Pension / Gratuity Statutes.**

*(Ratified by the First Special Senate Meeting held on 11/10/1982, 24/10/1982, 04/12/1982 and 5/12/1982 & ammended and ratified by the 30<sup>th</sup> annual Senate meeting held on 28.6.2018)*

#### **Application**

1. These Statutes shall apply to every employee of the University except :-

- i. Persons who are in receipt of pension from the Government or any other organisation.
- ii. Part-Time employees.
- iii. Persons who are on deputation from the Government or any other organisation
- iv. Persons appointed on a purely temporary basis for a period not exceeding six months.

***Provided that if an employee serves the University continiously after appointment on ad-hoc basis against a sanctioned post and subsequently is appointed on permanent basis clause iv shall become inoperative<sup>1</sup>.***

v. Persons appointed against Leave Vacancies; provided that if an employee serves the University for a continuous period of five years in full time paid post clause-v shall become inoperative.

vi Persons on a daily basis, and

vii Persons appointed in different research/survey projects/bureaus/centres and any other establishments of a purely temporary nature.

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<sup>1</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

### **Commencement**

2. These rules shall come into effect from the 1<sup>st</sup> July, 1974 provided that the Pension/ Gratuity benefits under these Statutes shall be applicable to the existing employees as on and from the 30<sup>th</sup> June, 1974 from the date of their joining the University.
3. **Ommitted<sup>1</sup>.**

### **Gratuity**

4. If an employee of the University retires or resigns after completing a qualifying service of 5 years but less than ten years he or his family may be granted gratuity not exceeding one month's last basic pay drawn by him for each completed year of qualifying service<sup>2</sup>.

### **Pension**

5. a) If an employee of the University dies or is declared to be invalid permanently due to physical or mental infirmity by the University Medical Board or is selected for discharge due to abolition of his post after completing qualifying service of 5 years or more, pension shall be paid to him or to his family at the rates as may be prescribed by the Government from time to time.  
Provided that in calculating the total period of qualifying service the unserved bond period of an employee shall be deducted.  
This provision will be effective from 1<sup>st</sup> July, 2017<sup>3</sup>.

### **Invalid Pension**

6. **Ommitted<sup>4</sup>.**

### **Family Pension**

7. (i) In the event of death of an employee before retirement, but after completion of a qualifying service of 5 years or

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<sup>1</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

<sup>2</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

<sup>3</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

<sup>4</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017..

more, his family shall get the pension at the normal rate of pension as per **government rules<sup>1</sup>**.

ii) In the event of the death of an employee after retirement, his/her family shall be entitled to benefit of pension as per government rules<sup>2</sup>.

### **Surrender of Pension**

8. Ommitted<sup>3</sup>.

### **Revocation of the Surrender of Pension**

9. Ommitted<sup>4</sup>.

### **Definition of Family**

10. Family means -

- (i) Wife or wives of a male University employee.
- (ii) Husband in the case of a female University employee.
- (iii) Children of the University employee,
- (iv) Widow or widows and children of a deceased son of a University Employee, and
- v) ***Any other person as declared by the Government as such from time to time<sup>5</sup>***.

Provided that the Syndicate may in special cases accept any other person not falling under any of the categories (i-iv) above as a member of the family of a University employee.

### **Qualifying Service**

11. "Qualifying Service" means the period of service beginning from the date of joining the University in a full-time paid post by an employee and ending with date of termination of his service caused by retirement, resignation, removal or death.

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<sup>1</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

<sup>2</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

<sup>3</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

<sup>4</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

<sup>5</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

Provided that if a person prior to his/her joining the University has served the Government of the People's Republic of Bangladesh, any Public University or any MPO receiving educational institution recognised by the Government of the **People's Republic of Bangladesh**<sup>1</sup>, any Government, Semi-Government, autonomous or semi-autonomous organisation or Corporation in Bangladesh, his/her past services will be counted towards qualifying service upto a maximum period of 10 years upon his/her contribution to the University of 10% of his/her total **basic salary**<sup>2</sup> for the period of his/her past services immediately preceding the date of joining the University, however disregarding any interruption in the continuity of service and regardless of the number of institutions/offices served as specified before but not exceeding 10 years.

*Provided further that the case of counting past service including depositing 10% of basic pay as mentioned above must be settled within one year after his/her joining this University*<sup>3</sup>.

*Provided further that in case of resignation one can enjoy the privilege under this section only if he/she has served this University for a minimum period of 15 years. Under this provision, the total service in this university including counted past service must be at least 25 (twenty five) years*<sup>4</sup>.

Provided further that if an employee of the University, served or served on deputation or with leave from the University, the Government of the People's Republic of Bangladesh or **any recognised Public University** or educational institution not below the status of a Degree College **in Bangladesh**, or any other recognised Autonomous or Semi-Autonomous Organisation or Corporation, the full period of his/her service with the said bodies, or such portion thereof immediately preceding the date of his/**her** returning to University 10% of the basic pay drawn by him/her for the period from the said bodies or 12% of the **basic pay** that he/**she** would have drawn at the University during the same period of service but for his/**her** deputation/leave.

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<sup>1</sup> Amended & ratified vide Res. No. 5 of the 28th annual Senate meeting held on 16.7.2016

<sup>2</sup> Amended & ratified vide Res. No. 5 of the 28th annual Senate meeting held on 16.7.2016

<sup>3</sup> Amended & ratified vide Res. No. 5 of the 30th annual Senate meeting held on 28.6.2018

<sup>4</sup> Amended & ratified vide Res. No. 5 of the 30th annual Senate meeting held on 28.6.2018

Provided further that if an employee of the University, having served the University for a continuous period of not less than 10 years, resigned from the University service before these statutes came into force and has served the Government of the People's Republic of Bangladesh, or any recognised **Public University** or educational institution not below the status of a Degree college **in Bangladesh** or any other recognised Autonomous or Semi-Autonomous Organisaion or Corporation and then again joins the University and served it till his/**her** retirement, his/**her** past service in the University shall notwithstanding the resignation, be counted towards qualifying service up to a maximum period of 10 years, immediately preceding his/**her** resignation upon his depositing with the University the amount which he/she has drawn as **pension/gratuity from the University**<sup>1</sup>.

### **EMOLUMENTS**

12. The term 'emolument' shall have the same meaning as may be assigned to it by the Govt. of the People's Republic of Bangladesh from time to time.
13. A deficiency of six months or less in qualifying service of a University employee shall be deemed to have been condoned. A deficiency of more than six months but not exceeding a year may be condoned if the University employee dies in service or retire under circumstances beyond his control, such as invalidation or abolition of his post and, if but for such contingency, he would have completed another year of qualifying service. A deficiency of more than one full year shall not be condoned.
14. No Pension shall be granted to a University employee dismissed from service unless otherwise decided by the Syndicate in special case.

### **Nomination**

15. Every employee of the University entitled to a gratuity or pension under these rules shall be required to file a

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<sup>1</sup> Amended & ratified vide Res. No. 5 of the 30th annual Senate meeting held on 28.6.2018

declaration to the University Authority forthwith after promulgation of the rules or on new appointment as the case may be in the following proforma<sup>1</sup>:-

**PERSONNEL INFORMATION**

Employee code	:
Sex	:
Religion	:
Name of Employee	:
Designation	:
National I.D. No.	:
Mobile Phone No.	:
Father's Name	:
Mother's Name	:
Name of Spouse (if applicable)	:
National I.D. No. of Spouse	:
Mobile Phone No.	:
PRESENT ADDRESS	:
Date of birth	:
Nationality	:
Marital status	:
Blood Group	:
PERMANENT ADDRESS	:
Date of joining	:
Date of confirmation	:
Service length	:
Bank A/C Number	:

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<sup>1</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.



Nominees						
Name of Nominee	Relation with Employee	Percentage				
		Pnsn .	P. F.	B.. F	Ins.	Other
A						
B						
C						
D						
E						
Remarks						

Witness (1).....

(2).....

Countersigned.....

.....  
Signature of Employee

Head of Office/Dept.

Date :.....

### **Entitlement of Retiring Pension**

16. Every employee of the University entitled to a pension or gratuity under these rules shall normally have the right to retire after completing 25 years of qualifying service provided that the Syndicate may in any special case on the ground of essential service require an employee to complete his service up to age of superannuation.

### **Payment of Pension/ Gratuity**

17. The payment of Pension/ Gratuity under these statutes shall be made according to *the rules as may be made by the*

***Government of the People's Republic of Bangladesh from time to time<sup>1</sup>.***

**General Provident Fund**

18. The University shall establish a General (non-contributory) Provident Fund for its employees and frame regulations and ordinances for the operation of the General (non-contributory) Provident Fund. The contributions of the existing employees of the University as on the 30th June, 1974, who opt for Pension / Gratuity under these Statutes, in their provident Fund Account and the accrued interest thereon, shall be credited to their General (non-contributory) Provident Fund.

**Retirement**

19. (a) Teachers of the University shall retire at the end of the age of 65 (Sixty five) years and they will be entitled to all the financial benefits. Provided that all retirements at the option of the incumbents shall be treated as voluntary retirements<sup>2</sup>.
- (b) Officers of the University shall retire at the end of the session in which they attain the age of 62 (Sixty two) years and they will be entitled to all the financial benefits. Provided that all retirements at the option of the incumbents shall be treated as voluntary retirements<sup>3</sup>.
- (c) All other employees (other than teachers & officers) of the University shall retire at the end of the session in which they attain the age of 60 years, provided that all other retirements at the option of the incumbents shall be treated as voluntary retirements<sup>4</sup>.

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<sup>1</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

<sup>2</sup> Amended & ratified vide 29<sup>th</sup> Special Senate meeting held on 17.06.2017.

<sup>3</sup> Amended & ratified vide Res. No. 5 of the 26<sup>th</sup> annual Senate meeting held on 27.06.2014.

<sup>4</sup> Amended & ratified vide 6<sup>th</sup> Special Senate meeting held on 29-12-2004.

### **Payment of Pension/Gratuity**

20. The payment of Pension/Gratuity under these statutes will be made according to rules as may be made by the Government of the People's Republic of Bangladesh from time to time<sup>1</sup>.
21. All cases relating to the amount of minimum Pension, duration of payment of Family Pension and Pension & Retirement Benefits will be settled in accordance with the rules prescribed by the Government of the People's Republic of Bangladesh from time to time<sup>2</sup>.

At present the following pension & emolument table is in force as per Government circular vide memo No.0700.0000.171.13.006.15-81, dated 14.10.2015 with effect from 01.7.2015 will be followed in the University until further Government Orders<sup>3</sup>:

<b><u>Pension Table</u></b>	
<u>পেনশনযোগ্য চাকুরীকাল</u>	<u>পেনশনের পরিমাণ</u>
৫ বৎসর	২১%
৬ বৎসর	২৪%
৭ বৎসর	২৭%
৮ বৎসর	৩০%
৯ বৎসর	৩৩%
১০ বৎসর	৩৬%
১১ বৎসর	৩৯%
১২ বৎসর	৪৩%
১৩ বৎসর	৪৭%
১৪ বৎসর	৫১%
১৫ বৎসর	৫৪%
১৬ বৎসর	৬৩%

<sup>1</sup>Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

<sup>2</sup>Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

<sup>3</sup>Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

১৮ বৎসর	৬৫%
১৯ বৎসর	৬৯%
২০ বৎসর	৭২%
২১ বৎসর	৭৫%
২২ বৎসর	৭৯%
২৩ বৎসর	৮৩%
২৪ বৎসর	৮৭%
২৫ বৎসর এবং তদূর্ধ্ব	৯০%

**আনুতোষিক টেবিল**

পেনশনযোগ্য চাকুরীকাল	আনুতোষিক বর্তমান হার	আনুতোষিকের সংশোধিত হার
১। ৫ বছর বা ততোধিক কিন্তু ১০ বছরের কম	---	২৬৫.০০
২। ১০ বছর বা ততোধিক কিন্তু ১৫ বছরের কম	২৬০.০০	অপরিবর্তিত
৩। ১৫ বছর বা ততোধিক কিন্তু ২০ বছরের কম	২৪৫.০০	অপরিবর্তিত
৪। ২০ বছর বা ততোধিক	২৩০.০০	অপরিবর্তিত

এই আদেশ ০১/১২/২০১৩ খ্রি: হইতে কার্যকর বলিয়া গণ্য হইবে।

**22. P.R.L./L.P.R. (Post Retirement Leave/Leave Preparatory to Retirement):**

- Post Retirement Leave/ Leave Preparatory to Retirement may be granted to a University employee up to such period and on such pay as per government rules made from time to time<sup>1</sup>.
- A University employee in addition to Post Retirement Leave (PRL)/ Leave Preparatory to Retirement (LPR) as admissible under the existing rules shall be entitled to a lump amount in lieu of leave left over after availing of P.R.L./L.P.R. not exceeding 18 month's pay to be calculated on the basis of basic pay drawn immediately before commencement of P.R.L./L.P.R. for this purpose,

<sup>1</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

conversion will be allowed, where necessary, at the rate of one day of leave on average pay for two days of leave on half average pay or one day of medical leave on average pay for two days of medical leave left over shall be converted to earn leave<sup>1</sup>. The lump amount is payable immediately after commencement of P.R.L./L.P.R.

- iii) University employee who retires without availing of P.R.L./L.P.R. shall also be entitled to the above benefit. In that case, the lump in lieu of leave left over at the time of retirement, not exceeding 18 months pay to be calculated on the basis of basic pay drawn immediately before retirement, shall be payable after retirement<sup>2</sup>.
- iv) An employee intending to enjoy P.R.L./L.P.R. must apply therefor before the date of retirement<sup>3</sup>.
- v) All payments and other matters relating to P.R.L./L.P.R. and lump amount in lieu of leave left over at the time of retirement, not exceeding 18 months' pay shall be admissible as per Government rules.
- vi) The above provision will be effective from 1<sup>st</sup> July, 2017<sup>4</sup>.

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<sup>1</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

<sup>2</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

<sup>3</sup> Amended & ratified vide Res. No. 4 of the 29<sup>th</sup> annual Senate meeting held on 17.06.2017.

<sup>4</sup> Amended & ratified vide Res. No. 5 of the 30<sup>th</sup> annual Senate meeting held on 28.06.2018.

***\*\*Corrected and compared on 07.10.2020 by Md. Hasan Meah, D.R. & Mohammad Yusuf, D.R. and Noym Uddin (Faruk)***

## STATUTE - 6

### **Statutes regarding the establishment of the Chittagong University Employees Benevolent Fund.**

*(Ratified by the First Special Senate meeting held on  
11.10.82, 04.12.82 and 05.12.82)*

1. The University shall establish a Chittagong University Employees Benevolent Fund, hereinafter referred to as the fund, for the benefit and interest of the employees of the Chittagong University in the manner hereinafter specified.
2. (i) All regular employees of the University other than the persons who are over the age of 60 years when appointed.  
(ii) part-time employees.  
(i) Persons who are on deputation for the Government shall subscribe every month to the fund except when on leave without pay.
3. A sum equal to 1 percent of the basic pay of the teachers and officers and a sum equal to 0.75 percent of the basic pay of the Class 111 employees and a sum equal to 0.50 percent from the monthly pay of the class iv employees shall be deducted every month and credited to the Fund.<sup>1</sup>
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

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<sup>1</sup>Amended and ratified by the Senate meeting held on 26-8-1994

- (v) All income, profits and interests from investments made out of the Fund.
5. An account shall be opened in the name of the Fatehabad Branch (University Branch) of the Agrani 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 funds determined by the Registrar shall be invested in such securities as the Board of Trustees may determine, The investment of the Fund shall be jointly held by the Registrar and the Vice-Chancellor.
  7. Separate ledgers and other accounts of the Fund shall be kept by the Comptroller of Accounts of the ChittagongUniversity in the form as approved by the Board of Trustees. The Fund Accounts 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 ChittagongUniversity.
  8. The fund shall be administered by a Board of Trustees consisting of the following members :-
    - (ii) Registrar of the University who shall be the Chairman of the Board.
    - (iii) Two Members of the Syndicate to be nominated by the Syndicate.
    - (iv) Two Members of the Senate to be nominated by the Senate.
    - (iv) The President of the ChittagongUniversity Teachers` Association.
    - (v) The President of the ChiattagongUniversity officers` Association.
    - (vi) The President of the ChittagongUniversity Karamachari Samity.



- (vii) The President of the Chittagong University Class IV Employees Union.
- (viii) The Comptroller 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 the statutes, to do or cause to be done all acts and things necessary for the proper administration and management of the fund. The meeting 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 a manner and form as the Board of Trustees may determine.
- (b) In the event of death of an employee his / her family or and employee who is declared by the University Chief Medical Officer to have been completely incapacitated physically or mentally to discharge the duties of the employment and is for that reason removed from his / her service or dies during the continuance of his / her employment or if he / she has 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 upto the date of which the employee attains or might have, if he / she 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 / she began drawing such grant. On the death of an employee, the financial assistance from the fund shall be paid to such member of his / her family as he / she might have nominated in accordance with the rules and in absence of nomination the financial assistance shall be paid to such Member of his/her family as the Board of Trustees may determine.

- (c) The fund may also be utilized in exceptional circumstances in granting suitable relief to the employees in cases of grave illness or serious injuries requiring hospitalization and prolonged treatment.
- (d) If a teacher / officer / employee of the University retires or leaves the job after serving 15 years, after subscribing to the benevolent fund at the prescribed rate for not less than 10 years, he shall be paid at a time, from the benevolent fund, an amount equal to his six months basic salary ; Provided that this amount shall not be less than Tk.6000-(Taka six thousand0 in any case.Provided further that if he has not subscribed to the Benevolent found for the aforesaid period, he shall get back only the amounts subscribed by him without any interest.<sup>1</sup>

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<sup>1</sup> . Inserted vide Res. no. 4 of the Senate meeting held on 26-08-1994.

**STATUTE – 7**  
**Statutes for establishment of the Institute of**  
**Marine Sciences and Fisheries.\***

(Ratified by the First Annual Senate meeting held on 28-06-83, 29-06-83, 30-06-83 and 06-07-83)

In exercise of the powers conferred by Sub-Section (3) of section -41 of the Chittagong University act, 1973(Act XXXIII of 1973), the syndicate of the University of Chittagong is pleased to make the following Statutes:-

1. The University of the Chittagong shall establish Institute of Marine Sciences and Fisheries\* as a constituent institution within the Faculty of Science with a separate Governing Body.
2. The primary objective of the Institute of Marine Sciences and Fisheries\* shall be to prepare such trained personnel as will be in a position to make useful contribution in a practical manner in areas having needs of the Marine technology.

The aims and objectives of the Institute shall be:-

- (a) To provide teaching, training and guidance in order to prepare candidates for the degrees of B.Sc. (Hons.), M.Sc., M. Phill. and Ph. D. in Marine Sciences;
- (b) To provide need-oriented and practical training programmes for professionals engaged in organisations / disciplines related to Marine Sciences;
- (c) To ensure the relevance of education provided by the Institute requiring a pronounced practical bias in designing the curriculum, and also through a detailed work programme;

- (d) To promote and provide facilities for advanced studies and research in exploration of Marine resources of Bangladesh;
  - (e) To promote and provide guidance to the people engaged in brackish water aquaculture, shallow and deep- sea fishing and related areas;
  - (f) To provide consultancy service and advise the Govt. and other agencies in the formulation of policies regarding matters related to Marine Sciences;
  - (g) To organize symposium, Seminars and Conferences in Marine Sciences; and
  - (h) To publish book, bulletins, journals, reports, etc. Marine Sciences;
3. The management of the Institute shall vest in a Governing Body consisting of :-
- |  | <u>No.</u> |   |
|--|------------|---|
| (a) The Vice-Chancellor,<br>Chittagong University, Chittagong.   | Chairman   | 1 |
| (b) The Dean of the Faculty of Science,<br>Chittagong University .   | Member     | 1 |
| (c) Two teachers of the Institute to be elected by<br>the teachers of the Institute of Marine Sciences and<br>Fisheries *                        | “          | 2 |
| (d) One nominee of the Senate  | “          | 1 |
| (e) One nominee of the Syndicate   | “          | 1 |
| (f) One nominee of the Academic Council  | “          | 1 |
| (g) One representative from the Ministry of Fisheries<br>Govt. of the People’s Republic of Bangladesh<br>not below the rank of Joint –Secretary. | “          | 1 |
| (h) The Chairman, Bangladesh Fisheries<br>Development Corporation.   | “          | 1 |
| (i) The Director of Marine Fisheries,  |            |   |

- |  |   |   |
|--|---|---|
| Fisheries Department, Govt. of the people's Republic of Bangladesh. <sup>1</sup>   | “ | 1 |
| (j) The Chairman, Chittagong Port Authority Chittagong.  | “ | 1 |
| (k) The Joint Chief, Forest, Fisheries and Live Stocks Wing, Planning Commission, Govt. of the People's Republic of Bangladesh. <sup>1</sup> | “ | 1 |
| (l) The Director, Institute of Forestry and environmental Sciences, Chittagong University, Chittagong.                                       | “ | 1 |
| (m) Two individuals engaged in fish culture and deep-sea fishing.  | “ | 2 |
| (n) The Director of the Institute of Marine Sciences and Fisheries*, University of Chittagong, Chittagong, Member-Secretary                  |   | 1 |
4. The term of the office of the elected and nominated members shall be 2 (two) years.
  5. One-third of the total number of members including the Chairman shall form the quorum for the meeting of the Governing Body.
  6. The Governing Body shall have the following powers:-
    - (a) To consider the annual budget of the Institute as submitted by the Director and approve with modifications where necessary;
    - (b) To consider the academic courses & programmes of the Institute as proposed by the Director and to approve with modifications if necessary.

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<sup>1</sup> .Amended and ratified by the Senate meeting held on 22-6-2001.

- (c) To frame such rules and regulations as may be considered necessary for proper and efficient organization, management and administration of the Institute;
  - (d) To propose creation of teaching, administrative, technical, ministerial and other posts; Subject to prior approval of the Syndicate to receive and accept any and all bequests, donations, and grants from individuals or organizations and to use such funds for the benefit of the Institute; and
  - (e) To perform such other acts as may be necessary for the development of the Institute with prior approval of the Syndicate.
7. There shall be Selection Boards for making recommendations for appointment of teachers of the Institute under Section-5 of the first Statutes of the Chittagong University Act, 1973 with the following substitutions in Sub-Clause 5 (2)(c) to be read as “Director of the Institute” in place of “The Chairman of the Department”.

There shall be a Selection Committee for the appointment of Officers of the Institute.

- (a) The Committee shall consist of :-
  - (i) The Chairman, Governing Body. Chairman
  - (ii) One member of the Syndicate to be nominated by the Syndicate. Member
  - (iii) Two experts to be nominated by the Governing Body. Member
  - (iv) The Director of the Institute Member-Secretary
- (b) The term of office of the nominated members shall be two years.

8. Selection Committee for the staff members of the present N.N.P.S. 11 to 20.

The Committee shall consist of :-

- (i) The Director of the Institute. Chairman
- (ii) Two other teachers of the Institute of Marine Sciences and Fisheries\* in order of seniority. Members

10. **Director of the Institute:** The Director of the Institute shall be appointed by the Vice-Chancellor for a period of 3 (three) years from among the teachers, not below the rank of an Assistant Professor, of the Institute by rotation in order of seniority.

**Explanation :**

Since the Institute of Marine Sciences and Fisheries\* comes into existence as a result of the conversion of the Department of Marine Biology the sequence of rotation as in force at the moment shall continue which will mean redesignating the present Chairman if the Department of Marine Biology as the Director of the Institute of Marine Sciences and Fisheries\*.

11. The Institute shall have the option to engage trained personnel from the appropriate agencies as and when such contingency arises. Such persons shall be deemed as teachers of the University. Their rank and status shall be determined by the Syndicate in consonance with their qualifications, experience and seniority. Such personnel shall not be used for purposes, other than for which they are appointed, provided that this does not come into conflict with the rights and privileges of a University teacher as defined in clause No. 20 of the 1<sup>st</sup> statutes of the Chittagong University Act. 1973.

12. The Courses and Syllabi of the Institute as well as the examinations and **degree requirement** of the Institute shall be prescribed by the Academic Council which shall take into consideration such recommendations and proposals as may be submitted by the Committee of Courses and Studies of the Institute through the Faculty of Science.
13. There shall be a **Committee of courses and Studies** in the Institute of Marine Sciences and Fisheries\* .
  - (a) The Committee shall consists of the following members:-
 

(i) The Director of the Institute.	Chairman
(ii) Not more than 10 (ten) teachers of the Institute in of seniority.	Members
(iii) Two experts, of whom, one must be a teacher of the University of Chittagong.	Members
(iv) One expert from the fish processing Industries	Member
  - (b) The tenure of the Committee shall be two years.
  - (c) The Committee of Courses and Studies shall prepare Syllabuses for various courses of studies, list of paper setters and panel of examiners.
  - (d) The Committee of courses and Studies shall also deal with such academic matters as may be referred to it by the Board of Governors or Academic Council.
14. This Statute can be amended, altered or otherwise revised as per Section-41 of the Chittagong University Act. 1973.

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\* Amended and ratified by the Senate meeting held on 30.6.2007



**STATUTE- 8**  
**Statute regarding the establishment of the Institute of  
Forestry and Environmental Sciences<sup>1</sup>**

*[Ratified by the first Annual Meeting of the Senate held on  
28.6.83.29.6.83. 30.6.83 3.7.83 and 6.7.83.]*

In exercise of the powers conferred by clause (e) of section 40 of the Chittagong University Act. 1973 ( Act. XXXIII of 1973), the syndicate of the University of Chittagong is pleased to make the following statute :-

1. The University of Chittagong shall establish an Institute of Forestry as a constituent Institution within the Faculty of Science with a separate Governing Body.
2. The aim and objects of the Institute shall be :-
  - a) To provide and promote facilities for graduate and postgraduate studies and research in Forestry which may include :
    - (i) Forest and Forest Resource Management,
    - (ii) Environmental Science and Engineering,
    - (iii) Rubber and cash crop Development,
    - (iv) Wildlife Management,
    - (v) Forest Engineering and Industry,
    - (vi) Landscape architecture and outdoor recreation,
    - (vii) Forest Extension, Forestry for Community Development and Agroforestry.
    - (viii) Watershed Management and soil conservation,
    - (ix) Any other discipline within the purview of Forestry,
  - b) To provide teaching, training and guidance in order to prepare candidates for the degree of B.Sc. (Hons.) in

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<sup>1</sup> . Amended and ratified by the Senate meeting held on 22-06-2001..

Forestry, B.Sc. ( Hons.) in Environmental Sciences, M.Sc. in Forestry, M. Sc. in Environmental Sciences, M. Phil in Forestry, M. Phil in Environmental Sciences, Ph. D. in Forestry and Ph. D. in Environmental Sciences of the University<sup>1</sup>;

- c) To promote and Provide guidance to Forest and Environmental education and training at the undergraduate and post graduate level in Bangladesh as and when needed<sup>2</sup>;
- d) To develop indigenous teaching materials in Forestry and Environmental Sciences in Bangladesh<sup>3</sup>.
- e) To provide courses of further study for those who are already engaged in services of Forestry and Environmental professions and inservice training for professional and diploma and certificate holders<sup>4</sup>.;
- f) To provide consultancy service and technical assistance as requested for by organizations engaged in Forestry and Environmental Sciences<sup>5</sup>;
- g) To advise the Government in the formulation of Forest policy and to co-operate with the Government, Semi-Government and Autonomous Organisations in planning and development of Forestry sector;
- h) To undertake research in Forestry for the advancement of education in Forestry;
- i) To publish books, bulletins, journal, reports etc. In forestry and environmental Sciences<sup>6</sup>;
- j) To organize Symposia, Seminars and Conferences in Forestry and Environmental Sciences<sup>7</sup>;

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*1-7.Amended and ratified by the Senate meeting held on 22-06-2001.*

- k) To undertake research in Environment for the advancement of education in Environmental Sciences<sup>1</sup>.
3. The management of the Institute shall be vested in a separate Governing Body.
- (a) The Governing Body shall consist of :-
    - (i) The Vice-Chancellor-Chairman
      - (ii) The Chief Conservator of Forests, Bangladesh.
      - (iii) The Dean of the Faculty of Science, University of Chittagong.
      - (iv) The Chairman, Bangladesh Forest Industries Development Corporation.
      - (ii) The Director, Forest Research Institute, Chittagong.
      - (vi) The Conservator of Forests, Eastern Circle.
      - (vii) Two teachers of the Institute to be elected by the teachers of the Institute of Forestry.
      - (viii) One representative each of the Senate, the Syndicate and of the Academic Council to be Nominated by the respective Bodies of the University.
      - (ix) Division Chief, Agriculture Section, Planning Commission, or his nominee, not below the rank of joint Chief<sup>2</sup>.
      - (x) The Director of the Institute of Forestry, who will also act as Member-Secretary to the Governing Body.
      - (xi) Director, Marine Sciences.
      - (xii) One representative of the Ministry of Environment & Forest, not below the rank of Joint Secretary<sup>3</sup>.
      - (xiii) One representative of Research Bodies related to Forestry to be nominated by the Syndicate.
      - (xiv) Member Director ( Forestry ), or his nominee, not below the rank of Chief Scientific Officer (Forestry),

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<sup>1-3</sup>- Amended and ratified by the Senate meeting held on 22-06-2001.

Bangladesh Agricultural Research Council (BARC),  
Dhaka<sup>1</sup>.

- (xv) Director General, Department of Environment or his nominee, not below the rank of Director<sup>2</sup>.
  - (b) The term of office of the elected / nominated members shall be two years.
  - (c) One third of the total number of members including the Chairman shall form the quorum for the meeting of the Governing Body.
4. The Governing Body shall have the following administrative and financial powers subject to the approval of the Syndicate :-
- (a) to consider annual budget of the Institute as submitted by the Director and approve, with modification where necessary.
  - (b) to frame such rules and regulations as may be considered necessary for proper and efficient organization, management and administration of the Institute.
  - (c) to propose for the creation of teaching, administrative, technical, ministerial and other posts on temporary / permanent basis.
  - (d) to receive and accept any and all bequests, donations and other grant of funds from individuals or organisations and to use such funds for the benefit of the Institute, provided that in such cases prior approval of the Syndicate shall be necessary.
  - (e) to perform such other acts as may be necessary for the advancement of the Institute with prior approval the Syndicate.

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<sup>1-2</sup> Inserted vide Res. no. 11 of the Senate meeting held on 22-06-2001

5. There shall be Selection Boards for making recommendations for appointment of teachers of the Institute as constituted under section 5 of the First Statute of the University of Chittagong, University Act, 1973 with the following substitution in sub-clause 5 (2) (c) to be read as “Director of the Institute” in place of “The Chairman of Department”.
6. There shall be Selection Committee for making recommendations for the appointment of officers and other members of staff of the Institute as constituted below :-
  - (a) Selection Committee for officers of the present 6<sup>th</sup> grade and above ;
    - (i) Chairman, Governing Body - Chairman
    - (ii) One member of the Syndicate to be nominated by Syndicate;
    - (iii) Two experts to be nominated by the Governing body.
    - (iv) The Director of the Institute will act as the Member-Secretary.
  - (b) Selection Committee for the staff members of the present N.P.S. 7 to 10.
    - (i) Director of the Institute – Chairman
    - (ii) Two other teachers of the Institute in order of seniority.

The tenure of the Selection Committee will be for two years.
7. Appointment of Director: The Vice-Chancellor shall appoint the Director of the Institution from amongst the teachers of the Institute, not below the rank of Assistant professor, for a period of 3 years in order of seniority by rotation.
8. The Institute shall have the option to engage trained personnel from appropriate agencies as and when such contingency arises. Such persons shall be deemed as teachers of the University. Their rank and status shall be

determined by the Syndicate in consonance with their qualification, experience and seniority. Such personnel shall not be used for purposes, other than for which they are appointed, provided that this does not come into conflict with the rights and privileges of University teacher as defined in clause No. 20 of the 1<sup>st</sup> statutes of the Chittagong University Act, 1973.

9. The Courses and syllabi of the Institute shall be prescribed by the Academic Council of the University on recommendations of the Committee of Courses & Studies for the Institute of Forestry, through the Faculty of Science.
10. There shall be a Committee of Courses and Studies in the Institute of Forestry for 2 years<sup>1</sup>.
  - (a) It shall consist of –
    - (i) Director, Institute of Forestry and Environmental Sciences – Chairman
    - (ii) Not more than ten Teachers of the Institute in order of seniority.
    - (iii) Head, Department of Forestry & Wood Technology Discipline, Khulna University, Khulna.
    - (v) Head, Department of Forestry, Shahjalal University of Science and Technology, Sylhet.
    - (v) Head, Environmental Science Discipline, Khulna University, Khulna.
    - (vi) Chairman, Forest Industries Development Corporation, Dhaka, or his nominee (not below his next rank)
    - (vii) Director-General, Department of Environment, Dhaka. or his nominee ( not below the rank of Director)

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<sup>1</sup> .Amended and ratified by the Senate meeting held on 30-06-2007

- (viii) Member-Director (Natural Resource Management)  
Bangladesh Agricultural Research Council or his  
nominee (not below his next rank)
  - (ix) Director, Bangladesh Forest Research Institute,  
Chittagong, or his nominee (not below his next  
rank)
  - (x) The Conservator of Forest, Chittagong Circle,  
Chittagong.
  - (b) 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.
  - (c) The tenure of the Committee shall be two years.
  - (d) The committee of courses and Studies shall prepare  
courses, syllabi and panel of examiners.
11. This Statute can be amended, altered or otherwise revised as  
per section -4 of the University Act, 1973.

## **STATUTE-9**

### **Statutes regarding the Academic Committee and the Planning Committee**

*( Ratified vide Res. No. 4 of the Third Special meeting of the Senate held on 4.4 1985)*

#### **Composition and Functions of the planning Committee**

1. The Planning Committee shall consist of one-third of the total number of full time teachers in order of seniority with a minimum of three. If this one-third does not include the Chairman of the Department and representatives from all categories of teachers then the the Chairman and the seniormost teacher(s) of the unrepresented category / categories shall also be included in the Planning Committee in addition to the number specified. For calculating the total number of teachers those who are on leave for a period exceeding six months will not be taken into account and in calculating one-third any fraction should be rounded as one. The Chairman of the Department will be the ex-officio Chairman of the Committee.
2. Half of the members shall from the quorum.
3. At least three days notice shall be given for all ordinary meetings and one day's notice for all urgent meetings of the Planning Committee. When in the opinion of the Chairman an immediate meeting is necessary every member of the Committee shall receive a notice of the meeting in time to enable him to attend the meeting. A meeting shall be called by the Chairmen when requisitioned by one-third members of the Committee.
4. The proceedings of each meeting of the Planning Committee shall have to be circulated among the members of the Committee on before the next meeting of the Committee.



5. If any member / members does / do not agree with the decision of the majority members he or she can get his / dissenting decision recorded in the proceedings.

**The functions of the Planning Committee shall be as follows:**

1. The Planning Committee shall recommend appropriate measures for the expansion of the department. These measures will include :-
  - (a) The proposal for creation of new posts in the Department (teaching and non-teaching) and filling up of sanctioned posts / temporary vacancies in the Departments.
  - (b) Upgrading, confirmation and increments for teachers of the Department in recognition of specific professional achievements.
  - (c) Preparation of schemes and disbursement of funds for research project / activities in the Department. The teachers of the Department shall not undertake research project(s) prior approval of the Planning Committee.
  - (d) Proposals for any adhoc and part-time appointment / extension of such appointment shall be sent by the Chairman with the recommendation of this Committee.
  - (e) The Planning Committee will determine the fields / branches / areas in which appointment of teachers are to be made.

The Chairman of the Department shall place before this Committee all the applications for any post in the department received from the Registrar. The Committee shall scrutinize the applications and prepare a detailed statement including qualifications, teaching experience,

publications etc. of the candidates in the light of the advertisement and forward the statement to the Registrar. The reasons for rejection of any application shall be explained in detail in the statement. In case the Vice-Chancellor does not agree with the Planning Committee's recommendations, the matter shall be referred back to the Planning Committee with his opinion for reconsideration. If, in the process of reconsideration, the concerned Planning Committee does not agree with the Vice-Chancellor, the decision of the Syndicate thereon shall be final<sup>1</sup>.

2. The Planning Committee shall nominate candidates from the teaching staff for Scholarships/ Fellowships, Short Training, Seminars and Conferences when such nominations are sought from the Department.
3. The Planning Committee shall recommend the names of the experts and members of Selection Board for appointment of all categories of teachers.
4. All applications for study leave, the extension of study leave and all other leaves concerning higher studies shall be channeled through the Planning Committee.
5. Any complaint regarding non-performance of academic duties by any teacher of the Department shall be placed by the Chairman before the Planning Committee for recommending appropriate remedial measures.

**Formation and Functions of the Academic Committee:**

1. The Academic Committee shall consist of all full time teachers of the Department, excluding those on leave exceeding six months.

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<sup>1</sup> Amended and ratified by the 13<sup>th</sup> Annual meeting of the Senate held on 22.6.2001

2. The Chairman of the Department shall function as ex-officio Chairman of the Committee.
3. Half of the members shall form the quorum for a meeting of the Academic Committee.
4. At least 3 days notice shall be given for all ordinary meeting and one day notice for all urgent meeting of the Academic Committee. When in the opinion of the Chairman an immediate meeting is necessary, every member of the Committee shall receive a notice of the meeting in time to enable him / her to attend the meeting. A meeting shall be called by the Chairman when requisitioned by 50% members of the Committee.
5. The Academic Committee shall deal with all matters relating to admission of students in the Department subject to such guidance and advice as may be given by the appropriate Authority.
6. The Academic Committee shall constitute Admission Committee for admission of students to all courses of the Department excluding admission to M. Phil and Ph. D.

**Examination:**

7. **The Academic Committee**
  - (i) shall recommend the formation of the Examination Committees;
  - (ii) shall recommend the formation of the Examination Committee of Courses and Studies as per provision laid down in the First statutes;
  - (iii) shall deal with matters relating to annual examination, terminal examination, promotion and any other examinations which may be conducted by the Department;

(iv) shall prepare a panel of paper-setters and examiners for consideration of the Committee of Courses.

**8. Teaching in the Department :**

The Academic Committee shall prepare the class routine and review it from time to time and shall deal with scholarships, stipends of students and such other matters connected with teaching in the department.

**9. Co-curricular activities of the students in the Department:**

The Academic Committee shall deal with Co-curricular activities of students including study tour, excursion, seminars, games and sports and cultural activities in the Department.

10. The Academic Committee shall nominate a list of teachers from which a member/members will be selected to inspect Colleges or to work in the Vigilance Team.

11. The lists of books to be bought for the Seminar and the Central Library of the University shall be prepared by the Academic Committee. The Central Library shall not procure any book or journal out of the funds allocated to Departments without their prior approval.

## **STATUTE-10**

### **Statutes of the **Jamal Nazrul Islam** Research Centre for Mathematical and Physical Sciences**

*(Ratified by the 4<sup>th</sup> Annual Senate meeting held on 2-11-1986)*

1. The University of Chittagong, in co-operation with the Government of Bangladesh, shall establish a Research Centre for Mathematical and Physical Sciences (hereafter called 'the Centre') as an autonomous and constituent institution of the University with a separate Governing Body. This will be a National Centre of Bangladesh for theoretical research in mathematics, Physics and related subjects.
2. The aims and objects of the Centre shall be:-
  - (a) to promote and to provide facilities for advanced study and research in mathematical and physical sciences. The subjects covered will be any theoretical field in which mathematics or Physics plays a significant role such as applied mathematics, pure mathematics (including mathematical logic and foundations of mathematics), mathematical economics, mathematical linguistics, statistics, all branches of theoretical Physics, chemical Physics (Physical and Quantum Chemistry) Mathematical aspects of computers, theoretical aspects or analysis of Physics experiments carried out elsewhere.
  - (b) To provide teaching , training and guidance in order to prepare candidates for the degree of Master of Philosophy and Doctor of Philosophy in the subjects covered by the Centre.
  - (c) To provide facilities for research at post-doctoral level for visitors from Bangladesh and abroad in the subjects covered by the centre.

- (d) To hold regular seminars, workshops and conferences at National and International level in the subjects covered by the Centre.
  - (e) To work on other matters determined by the Governing Body.
3. (a) the management of the Centre shall be vested in a Governing Body consisting of the following members :-
- (i) The Vice-Chancellor as Chairman.
  - (ii) The Professors of the Centre,
  - (iii) The Dean of Science, Chittagong University,
  - (iv) One Professor of Mathematics, Chittagong University,
  - (v) One professor of Physics, Chittagong University,
  - (vi) For alternate terms, one Professor of Chemistry or one Professor of Statistics, Chittagong University,
  - (vii) One Professor of Mathematics from another University in Bangladesh,
  - (viii) One Professor of Physics from another University in Bangladesh,
  - (ix) For alternate terms, one Professor of Chemistry or one Professor of Statistics from another University in Bangladesh,
  - (x) The Secretary, Division of Science and Technology, Government of Bangladesh, or his nominee not below the rank of Joint Secretary,
  - (xi) Two nominees of the Chancellor,
- (a) Non-Member Secretary of Governing Body will be the Administrative Officer of the Centre, Five members including the Chairman shall form the quorum for the meeting of the Governing Body.
- (b) The members other than ex-officio ones shall be nominated by the Syndicate for three-years term.

- (c) The members specified in (vii), (viii) and (ix) shall be from three different Universities.
  - (d) The members specified in (vi) and (ix) shall not be from the same subject.
4. The Syndicate may delegate to the Governing Body such administrative and financial powers in respect of the Centre 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 Planning and Academic Committee (see below) and to approve, reject or refer back to the Committee such modifications as it may suggest,
  - (ii) to appoint permanent teachers and Administrative Officer of the Centre and to determine the terms and conditions of their service,
  - (iii) to frame such rules and regulations as may be considered necessary for the proper organization and administration of the Centre.
5. The Centre shall consist of the following persons:
- (a) the permanent teachers of the Centre, who will consist of Professors, Associate Professors and Assistant Professors. They will have distinguished research records, be capable of guiding Ph. D. students, and be among the best research workers in Bangladesh. They will be selected on a national and international basis.
- The Director will be the senior most Professor of the Centre, There will be no post of Lecturer<sup>1</sup>.
- (b) there will be a number of M. Phil and Ph. D. students working under one of the permanent teachers.

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<sup>1</sup> . Amended by the Senate meeting held on 22-06-2001

- (c) There will be a number of post-doctoral visitors who will visit the Centre for limited periods (normally from three months to a year) to work on some research project approved by the Centre.
  - (d) There will be an Administrative Officer not below the rank of Deputy Registrar who will be in charge of the day to day running and contingency expenses of the Centre.
  - (e) There will be certain number of supporting staff.
6. The Planning and Academic Committee will consist of all the permanent teachers of the Centre with the Director as Chairman and the Administrative Officer as non-member Secretary. This committee will have the following responsibilities :-
- (i) to prepare the annual academic programme and budget of the Centre,
  - (ii) to prepare courses and syllabi for the research student of the centre,
  - (iii) to advertise for and select research students for the M. Phil. And Ph.D degrees, provided the selection is within the existing University regulations,
  - (iv) to advertise for and select post-doctoral visitors,
7. to initiate and hold seminars, workshops and conferences.
- (a) There shall be s Selection Board for the purpose of appointment of permanent Administrative Officer of the Centre:-
    - (i) the Vice-Chancellor as Chairman,
    - (ii) the Director of the Centre,
    - (iii) two members appointed by the Governing Body,
    - (iv) two members appointed by the Syndicate,
    - (v) two members appointed by the Chancellor,



- (vi) One permanent teacher of the Centre other than the Director selected from the Professors on a rotation basis according to seniority,
  - (b) Four members including the Chairman shall form the quorum for the meetings for the Selection Board.
  - (c) The term of office of appointed members shall be three years.
- 8. In case of a difference of opinion between the Governing Body & the Selection Board, the matter shall be referred back to the Selection Board with the observations of the Governing Body for reconsideration. In case the difference of opinion remains unresolved the decision of the Selection Board shall be final.
- 9. The first Director of the Centre shall be appointed by the Syndicate.

**STATUTE – 11**  
**Statutes regarding Affiliation, Inspection, Constitution,**  
**Powers and Duties of Governing Bodies of Colleges**  
**Affiliated to the University of Chittagong.**

**STATUTE :**

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. (a) A college applying for affiliation to the university shall make an application in prescribed form to the Registrar to reach him not later than 15<sup>th</sup> October preceding the academic year from which the affiliation sought is to take effect.  
(b) In cases of government (college) Institutions application for affiliation should be made through the Director General, Secondary & Higher Education, Bangladesh, Dhaka and in the case of non-government colleges by the Secretary of the governing body of the college and in the latter case the application should be countersigned by the Chairman of the governing body.
3. (a) A fee of Tk. 500.00 shall be charged on first affiliation and be submitted along with the application. For re-affiliation ( if affiliation in a course has been withdrawn) and for further

affiliation the fee shall be Tk. 300.00. Affiliation fee for a subject in any course shall be Tk. 200.00.

Affiliation fee will, in no case, be refunded.

(b) No application will be considered unless the fee is paid,

(c) On receipt of the application in the above manner the Syndicate (or on behalf of the Syndicate the Vice-Chancellor) shall pass orders to make local inquiries on both the academic and the administrative aspects of the Institution.

(d) The application and the report of the local inquiry shall be considered by the Academic Council on the recommendation of the Affiliation Committee as constituted by the Syndicate not later than the 31<sup>st</sup> March of the following year. The Academic Council after such further inquiry, if any, as it might consider necessary forward its own opinion to the Syndicate.

(e) The Syndicate after such further inquiry, if any, as it might consider necessary grant permanent or temporary affiliation to the full extent as asked for in the application or in part.

4. Every college (government and non-government) affiliated to the University of Chittagong must be under the management of a regularly constituted governing body. Those seeking affiliation shall have properly functioning governing body.

*Note : Affiliation granted temporarily to a college may be extended under special circumstances upto a session by the Vice-Chancellor on the recommendation of the Inspector of Colleges of the University, subject to report to the Academic Council.*

It shall not be permissible to any institution to admit students to its classes and to start teaching in anticipation, and affiliation will not be granted with retrospective effect, except in exceptional circumstances and for reasons to be recorded by the Academic Council and the Syndicate. No affiliated college shall introduce any new subject in any course without the prior permission of the University.

5. **GOVERNING BODIES OF COLLEGES :**

The Governing Bodies of all colleges (Government and non-Government) affiliated to the University of Chittagong shall consist of :

A) GOVERNMENT COLLEGE : (Till the Government frames rules in this respect.)

(1) Chairman - 1

The Commissioner of the Division or (a) his representative not below the rank of joint Secretary or (b) An Eminent Educationist to be selected in consultation with the Vice-Chancellor.

(B) Formation of Governing Body (Private Medical College/Engineering College & others):

1. Chairman	: Vice-Chancellor or his nominee in consultation with Dean, Faculty of
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- Medicine,  
if  
necessary.  
: One  
person to  
be elected  
as Vice-  
Chairman  
by Share  
holders/Me  
mbers of  
the Trustee  
Board/Me  
mbers of  
the Limited  
Company  
(among  
themselves)  
. The Vice  
Chairman  
shall also  
act as the  
Honorary  
Treasurer  
of the  
College.  
3. Member-Secretary : Principal  
of the  
College  
(Ex-  
Officio)  
4. Other members :

(a) Teachers' representative :  
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(b) Guardians' representative :  
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(c) Share Holders/Members of the Trustee Board/ Members of the Limited Company :	Three members to be elected by the Share Holders/ Members of the Trustee Board/ Member of the Limited Company from among themselves.
(d) Distinguished persons interested in Education :	(i) One member to be nominated by the A.C. of the University; (ii) One member to be nominated by the Director General of

	Health, Dhaka, not below the rank of Professor. (iii) One person to be nominated by the Director General of Technology, Dhaka, in case of Engineering College/ Technical Institution.
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C) Adhoc Committee (Private Medical College)

:

1. Chairman :	Vice Chancellor or his nominee in consultation <i>with</i> Dean, Faculty of Medicine if necessary.
2. Member-Secretary :	Principal of the College (Ex-Officio)
3. Members :	One distinguished person to be nominated by the A.C. of the University
:	One distinguished person to be



	nominated by the Director General of Health, Dhaka.
:	One member to be elected by share holders/ Members of the trustee board/ Members of the limited company from among themselves.
:	One person to be nominated by the Director General of Technology, Dhaka, in case of Engineering College/ Technical Institution.

**Tenure of Office :**

Members nominated under sub-clause (e) of Section (3) above shall hold office for a period of three years or for the unexpired period of the tenure of G.B. as the case may be with effect from the date of their nomination except in the following cases :

- i) A Guardian elected as a member shall cease to hold office as such when he is no longer the guardian of the students.

- ii) A teacher elected under sub clause (a) of Section (3) above as a member of the Governing Body shall hold office for a period of one year only from the date of his election and his membership shall cease if his service in the college is terminated during the tenure of office.

*Note : The tenure of the Governing body shall be three years from the date of completion of all elections.*

The Governing Body shall be deemed to have been fully constituted immediately, on completion of election to the categories of Teachers' Representative, Guardians' Representative, Founder Member and Donor Representative. The non-receipt of nomination under the category of "Distinguished persons interested in Education" shall not be a bar to the normal functioning of the Managing Committee.

The formation of the Governing Bodies of all non-Government Degree College will be the same irrespective of whether it has an Intermediate Section or not.

- C) In case, the Governing Body of Colleges cannot function due to any reason whatsoever, or if the Governing Body is dissolved as per provision laid down in para 6 below of this Statute an Adhoc Committee should be constituted as follows:

**Adhoc Committee of Degree Colleges :**

1. Chairma n :	a.Divisional Commissioner or an Additional Commissioner/De puty Commissioner nominated by the Commissioner in respect of college located in the divisional head- quarters.
:	b.Deputy Commissioner, in respect of

	colleges located in the district head-quarters.
	c. Deputy Commissioner or an A.D.C. nominated by the Deputy Commissioner in respect of Colleges located outside the district headquarters.
	d. In special cases the Divisional Commissioner may nominate as Chairman a distinguished person interested in education.
2. Member-Secretary - 1	Principal of the College (Ex-Officio).

III) Members - 3	a. One person to be nominated by the Vice-Chancellor/ <i>Academic Council</i> of the <i>respective University</i> .
	b. One teacher (of the college) to be

	nominated by the Director General of Education, Bangladesh, Dhaka.
	c. One Guardian to be nominated by the respective Divisional Commissioner. In respect of Colleges located in the Divisional Headquarters, or the Deputy Commissioner in respect of Colleges located outside the Divisional Headquarters.

*NOTE :* 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 constitute the regular G.B. according to the rules as soon as possible. There may be a provision for extension of tenure of Adhoc G.B. which shall be formed initially for six months subject to further extension in special circumstances with the approval of the University.

D) The powers and functions of the principal as the Ex-Officio

Member-Secretary of the  
Governing Body of a College  
should be as follows :

- a) The Member-Secretary shall  
convene meetings and carry  
on

correspondence with the proper authorities on  
behalf of the Governing Body. He shall also keep  
record of the proceedings of the Governing Body  
in a bound book kept for the purpose. The  
proceedings of each meeting shall be confirmed  
at the subsequent meeting and initialled by both  
the Member-Secretary and the Chairman.

- b) Emergent meetings, if  
necessary, may be convened  
by the

Member-Secretary at not less than 24 hours  
notice in consultation with the Chariman. All  
resolutions passed at an emergent meeting shall  
be subject to confirmation at the next ordinary  
meeting.

- c) The principal and Member-  
Secretary shall be the  
custodian

of the books relating to the college funds, title  
deeds and other legal documents and all other  
records of the college.

- d) He shall prepare draft budget  
(if any), list of holidays,  
proposals for award of free studentships etc. for  
the College in consultation with staff and place  
the same in the meeting of the Governing Body.

- e) He shall initiate proposals for appointment of staff (if any), prepare annual development plan and place the same in the meeting of the Governing Body.
  - f) He shall bring to the notice of the Governing Body any matter that concerns the general interest of the College.
6. The University should have the power to dissolve the Governing Body on grounds of inefficiency, financial irregularity, mismanagement and similar other reasons on the specific recommendation of the investigation Committee formed by the Vice-Chancellor or Committee formed by the Divisional Commissioner in consultation with the Vice-Chancellor.

EXPLANATIONS :

FOUNDERS AND TRUSTEES IN THE  
CASE OF GOVERNMENT COLLEGES:

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

FOUNDERS, DONORS AND TRUSTEES IN THE CASE OF  
NON-GOVERNMENT COLLEGES :

Founders and Trustees are those persons mentioned in the Trust Deed or other documents relevant to the formation of the Trust, if any. Donors are those persons who contributed each not less than Tk. 10,000.00 (Ten thousand) to the College and Founders are those persons who contributed each not less than Tk. 25,000.00 (Twenty five thousand) at a time or property of equivalent value respectively in each case.

Governing Bodies of the Teachers Training Colleges affiliated to University of Chittagong shall consist of :

- i) Chairman (Ex-Officio) : The Commissioner of the Division or a person nominated by him from the following :
  - a) Additional Commissioner, b) Deputy Commissioner and c) An eminent educationist.
- ii) Member-Secretary : The Principal of the College (Ex-Officio)
- iii) Four representatives of the Teaching Staff to be elected by themselves : (Member)
- iv) Two persons interested in education to be nominated by Government : (Member)
- v) Two nominees of the University : (Member).

Tenure of Office :

- a. Teacher-members of the Governing Bodies shall hold office for a period of one academic year and their membership shall cease on termination of their services in the College or transfer during tenure of office. Nominated members shall hold office for three years. Members nominated/elected in the casual vacancies of the Governing Body shall



hold office for the un-expired period of its term.

- b. Members of the Governing Bodies of the affiliated colleges shall be nationals of Bangladesh and ordinarily residents in Bangladesh.

Individual colleges of special type may be exempted from the above requirements in regard to the constitution of their Governing Bodies. In such exceptional cases the Governing Bodies shall be such as the Government and the University may decide.

**7. (A) Power, Function and Tenure of the Governing Bodies of non-Government Colleges :**

**Power and Function :**

- (a) The Governing Bodies of non Government College shall be the appointing authorities for appointment of Principal, member of the teaching staff including the Librarian, the Physical Instructor, Demonstrators and Lab. Assistant in accordance with the conditions laid down by the University. They shall also be sanctioning authorities of other necessary post, together with scales of pay and such persons as necessary for the College.

- (b) (i) to meet regularly minimum 6 (six) times in a year, as Executive Body and to take such action as is necessary for the efficient management of the affairs of the College according to the Act, Statutes, Ordinances, Rules and Regulations of the University of Chittagong.
- (ii) to ensure financial solvency of the College;
- (iii) to frame the College budget, to control expenditure under the budget, to examine and pass the College accounts.
- (iv) to consider, examine and initiate projects for the development of the College.
- (v) to arrange regularly for the audit of the accounts of the College by qualified auditors.
- (vi) to perform such additional duties as may be entrusted to them by the University.

**Tenure of Office :**

- (a) The tenure of the Governing Body shall be two years from the date of completion of all elections.

- (b) Teachers' representatives will continue as long as they are the teachers of the College.
- (c) Guardian's representatives will continue as long as they are the Guardians of the students.
- (d) The member under sub clause 5(B) 4 (a) (b) (c) will continue the office till their successors are nominated.

**(B) Power, Function and tenure of the Adhoc Committee :**

It shall exercise all the powers of a full-fledged G.B. Apart from carrying on the day to day administration of the College for six months, the primary functions of the Committee shall be to constitute the regular G. B. according to the rules as soon as possible. There may be a provision for extension of tenure of Adhoc G.B.; which shall be formed initially for three month subject to further extension in special circumstances with the approval of the University Authority.

**Election Procedure :**

- (a) Election for constitution of the G.B. shall ordinarily be held during the first term of the Academic session.

- (b) The G. B. of the College shall nominate a locally available distinguished person for election and he will conduct all elections for that term.

N.B. Immediately after the constitution of the G.B. the Principal of the College shall send a list to the University of all the members elected to the G.B. under different Categories.

**(C) Conduct of Meeting of the Governing Body :**

- (i) Meeting of Governing Bodies should be held as frequently as possible.

There shall not be an interval of more than two months between two consecutive meetings of the Governing Body.

- (ii) Two-third Members present in the G.B. meeting will form the quorum. In case of emergent meeting half of the members will form the quorum.

**8.Duties of Governing Bodies of Government**

**Colleges :**

1) Governing Bodies of Government College will be required to carry out duties that may be entrusted to them by the Government from time to time in addition to those laid down below :

- i) To meet regularly as executive bodies and to take such action as is necessary for running the College efficiently according to the Act,. Statutes, Ordinances, Rules

and Regulations of the University of Chittagong.

ii) To consider, examine and initiate projects for the improvement of the College.

iii) To perform such additional duties as may be entrusted to them by the University.

iv) The Governing Body shall not interfere

- a. with the principal in the day-to-day administration of the College;
- b. in purely academic matters which should be left to the principal and the staff council;
- c. with the admissions of students into the College which should be left to the discretion of the principal acting under the rules and regulations of the University;
- d. in the matters of promotion or detention of students or sending up of candidates for University Examinations;

These should be left to the principal and staff council.

### **9. Duties of Governing Bodies of Non-Government Colleges :**

i) To meet regularly minimum 4 (four) times in a year as Executive Bodies and to take such action as is necessary for the efficient management of the affairs of the college according to the Act, Statutes, University Ordinances, Rules and Regulations of the University of Chittagong;

ii) To ensure the financial solvency of the College;

iii) To frame the College budget, to control expenditure under the budget, to examine and pass the College accounts;

iv) To consider, examine and initiate projects for the improvement of the College;

v) To arrange regularly for the audit of the accounts of the College by qualified auditors;

vi) To perform such additional duties as may be entrusted to them by the University.

**10. Powers of the Principal :**

i) The Principal of the College shall have full powers in all matters relating to the internal administration of the College, specifically promotion and detention of students, grant of Transfer Certificate, imposition of fines for misconduct of students, suspension, rustication and expulsion, and for improvement of academic and extra-academic activities of the College. In the case of Transfer Certificate issued under section 33 of Chapter XXXII of the Chittagong University Ordinance, suspension, rustication

and expulsion, he shall immediately report to the Governing Body and the University.

ii) The Principal of the non-Government Colleges shall have power to appoint clerks, typists, mechanics, gasman, orderlies, peons, daftaries, malies and all other employees subject to the approval of the Governing Body. Their dismissal must also be approved by the Governing Body.

Note : 1) 'Suspension' means temporary exclusion of a student from a College or University for a period of one month or less.

2) 'Rustication' means temporary exclusion of a student from a College or University for any period exceeding one month but not exceeding the remainder of the academic year.

3) 'Expulsion' means exclusion of a student from a College or University for any period exceeding one academic year.

#### **11. Principal's Qualification :**

The minimum academic qualification for appointment of Principal in an affiliated College shall be a second class Master's Degree with teaching and/or administrative experience (at the college level) of 10 (ten) years for Honours Graduates and 12 (twelve) years for Pass Graduates.

#### **12. Teacher's Qualification :**

The minimum academic qualification for a teaching post as well as for Demonstrators, Laboratory

Assistant and Physical Instructor shall be as provided by the University and the government.

A Selection Board for selecting teachers in every subject shall include the Chairman of the Department of the subject concerned in the University of Chittagong or his nominee as expert.

Temporary appointments may be made in relaxation of the above rules with the prior permission of the University in each individual case.

**13. Minimum Basic Pay :**

The minimum basic pay of a college teacher as well as the Principal, Vice-Principal etc. shall be as prescribed by the University and the Government.

**14. Affiliation in Courses :**

Affiliation may be granted to a college or to the departments of a college which provides courses of instruction in Arts, Science, Commerce, Social Science, Law, Medicine, Engineering, Education (teaching), Agriculture, Forestry etc. The affiliation shall be given specifically for each subject or each group of subjects and for each separate standard.

Where a college is affiliated in a number of optional subjects the college shall be at liberty to provide instruction in any combinations of subjects, approved by the University. A statement of different combinations of subjects in which instruction is provided shall be forwarded to the Registrar under intimation to the Inspector of Colleges, before the close of the second term of each academic year.

Attendance at courses of instruction in colleges or in subjects before affiliation is granted shall not ordinarily qualify for the grant of certificate of



attendance, and such attendance shall not count towards percentage of attendance fixed by the University.

**15. Supply of Information :**

Affiliated colleges shall supply the following items of information as may be required by the University within such time as may be stipulated by the University:

- a) Whether the College is under the management of regularly constituted Governing body; (if so, the name of its members and its constitution);
- b) The names and qualifications of the teaching staff and the conditions governing their appointment and tenure of office.
- c) The size and situation of the college buildings, including the floor space and cubic space in each class room;
- d) Provision, if any, made for the residence of such of those students as do not reside with their parents or guardians;
- e) Provision made for residence of the Head of College, and any members of teaching staff, in or near the college or the place provided for the residence of students.
- f) Provision made for the supervision and physical welfare of the students;
- g) Provision made for the corporate activities of the students;
- h) Provision for a library and reading room and the facilities given to students to make use of it;

- i) The course of study; the subjects taught, the routine of work and the arrangements for tutorial work provided in the time-table.
- j) The course of study which the college proposes to undertake in accordance with the regulations and the provision which will be made for such courses.
- k) Where the college proposes to undertake instruction in any branch of experimental science, the arrangements that will be made for imparting instruction on that branch of science in a laboratory or museum –
  - i) by the delivery of lectures illustrated by experiments and
  - ii) enabling students to carry on practical work;
  - iii) The college rules fixing the fees, if any.

**16. Age of Retirement and Extensions :**

Teachers of all colleges affiliated to the University of Chittagong shall normally retire at the end of the session in which they attain the age of 60 (sixty) years provided that extensions may be granted beyond this age, subject to the following conditions:

- i) No extension shall be granted beyond the age of 62;
- ii) No extension shall exceed one year at a time;
- iii) No extension shall be granted except on a certificate of physical

and mental fitness by the Civil Surgeon of the District in which the college is situated or by the Dean of the Faculty of Medicine, C.U. as may be decided by the University.

- iv) For Principals of the Colleges extensions shall be granted by the Syndicate of the University on the recommendation of Governing Body.
- v) For other teachers, extension shall be granted on the recommendation of the Principal approved by the Governing Body and the Syndicate of the University.

**17. Admission in the College :**

- i) Application for admission shall be made in the form prescribed by the college together with necessary documents for eligibility of applicants for admission.
- ii) Admission shall be made by the Principal on the recommendation of an Admission Committee duly constituted by the Principal after an interview with the applicants. In special cases, however, the Principal may admit or refuse admission without assigning any reasons.
- iii) The last date for admission shall be determined by the University and shall be binding on all colleges.

iv) No admission shall be made after the last date fixed by the University without the previous permission of the University.

**18. Inspection of College :**

1) All colleges affiliated to the University shall be inspected ordinarily once a year. The inspection shall ordinarily be conducted by one or jointly by two persons who may be appointed by the Vice-Chancellor to assist in the inspection of a college or a group of colleges. In the case of a college affiliation both in Arts and Science or in any branch of professional learning the additional Inspector or Inspectors shall be so chosen that all the branches of study are represented, if necessary.

2) The report on inspection shall deal with the following among other matters;

- a. Whether the college is under the management of a regularly constituted Governing Body, if so, the name of its members.
- b. The adequacy of the teaching staff; the names and qualifications of the teachers and the conditions governing their appointment and tenure of service.
- c. The size, situation and suitability of the college building including the floor space of the class rooms, their ventilation, lighting, furniture, etc.
- d. Provisions, if any made for the residence of such of the students as do not reside with their parents or guardians;

- e. Provision made for the residence of the Head of the College and of any member of the teaching staff in or near the college or the place provided for the residence of the students.
- f. Provision made for the supervision and physical exercise and welfare of the students.
- g. Provision made for the corporate activities of the students.
- h. Provision for a library and reading room and the facilities given to students to make use of it. The adequacy of library, scientific apparatus and other teaching appliances.
- i. The courses of study, the subjects taught, the routine work; the time-table and arrangements for tutorial work as shown in the time-table (as per Appendix 'B' below).
- j. The courses of study, which the college proposes to undertake and the provisions which will be made for such courses.
- k. Where the college proposes to undertake instruction in any branch of experimental science, the arrangements that will be made for imparting instruction on that branch of Science. In a laboratory or museum (I) by the delivery of lectures illustrated by the experiments and (II) by enabling students to carry on practical work (Appendix 'B').

- l. The financial position and resources of the College and its present Reserve Fund. How the fund is invested, movable and immovable properties of the college. All funds of the college including the provident fund.
  - m. The rate of tuition fees.
  - n. The average daily attendance of students.
  - o. The result of the University examinations.
  - p. The state of discipline.
- 3) Every college shall keep the following books :
- a. An Admission Register, in such form as the Syndicate may, from time to time prescribe.
  - b. An Attendance Register for each subject, class-wise.
  - c. A book containing the minutes of all meetings of the Governing Body. The minutes of each meeting shall be signed by both Secretary and the Chairman of the Governing Body.
  - d. A Students' conduct register showing fines or other punishments imposed on students for misconduct or indiscipline.
  - e. A register of Transfer Certificates issued and received.
  - f. A register of students joining the college on migration from other Universities or Boards.
  - g. A cash book and an acquittance rolls.

h. An attendance register for teachers (in case of non Government Colleges).

4) All accounts books and other records of a college shall at all times be open to inspection and examination by any person/s who may be deputed for the purpose by the Vice-Chancellor. Any information obtained from the inspection of the accounts shall be deemed confidential.

5) Every college shall furnish an annual report and returns to the Syndicate together with a statement of accounts including the Provident Fund before 30<sup>th</sup> June which marks the end of the previous academic year (as per proforma prescribed by the University).

**Procedures to be followed in  
connection with Election to Governing  
Body of an Affiliated College and other  
allied Matters.**

Time for Election :

- 1) Election for constitution of the Governing Body shall ordinarily be held during the first term of the academic session.
- 2) Election of two representatives of the teaching staff :
  - i) Every year on a date to be fixed by the Principal, there shall be held an election of two representatives of the teaching staff of a college on its Governing Body. The election shall be held at a

meeting of the teaching staff of the college (including both permanent and temporary teachers) presided over by the principal. For the purpose of the Ordinance, the word Principal shall include any person placed in charge of the office of the principal by competent authority.

- ii) Intimation of the date along with the time and place fixed for the election shall be sent by the principal to all teachers of the college at least seven clear days before such date.

Only those who are teachers of the college shall be entitled to stand for the election or to vote there at.

A Government College will, however, follow the relevant rules as laid down in the Education Code.

- iii) The Principal shall call upon the teachers present at the meeting for election to submit to him their



nominations not later than a certain specified time to be fixed by him after which no further nomination shall be accepted. Any teacher may propose for the election the names of not more than two other teachers of the college duly seconded by another teacher at the meeting. The principal will draw up a list of the candidates and announce their names.

- iv) If the number of candidates be not more than two, they shall be declared elected by the principal.
- v) If the number of candidates exceeds two, the principal shall call upon the teachers present to proceed with the election in the following manner:

The principal will supply each teacher with a suitable piece of blank paper initialled by him in one corner, which will serve as the ballot paper. Each teacher present will then write down the name or

names of the candidate/candidates (not exceeding two) for whom he votes on the ballot paper and hand it over to the principal personally. He shall not sign his own name on the ballot paper. If any ballot paper contains more than two names or is signed by the voter, it shall be rejected.

- vi) The votes shall be counted in presence of the candidates or their nominees by the principal immediately after receipt of the ballot papers. The two candidates who secure largest number of votes, shall be declared elected by the principal. If two or more candidates secure the same number of votes, the choice between such candidates shall be determined by the principal by drawing lots.
- vii) The principal shall have full powers to dispose of all points raised in the course of the election not covered by

these rules. His decision shall be regarded as final.

- 3) Election of four representatives of the guardians :
  - i) There shall be held on a date to be fixed by the Chairman of the Governing Body or any other person authorised by him, an election of four representatives of guardians of students of the college on its Governing Body.
  - ii) The date, time and place fixed for the election shall be duly notified in at least one English and one Bengali Daily Newspapers and also on the Notice Board of the College and the guardians be informed through a letter with full particulars about election; at least 30 days before such date. Only those who are guardians of students of the college roll on the date of notification shall be entitled to vote at the election. The Principal shall draw up a list of such guardians with their addresses. The list hereinafter

- be called Electoral Rolls for Guardians.
- iii) In pursuance of the notification in the newspapers, any quardian may propose the names of not more than four guardians from amongst themselves for election as representatives of the guardians. The proposals must be either personally handed over to the principal or sent to him by registered post so as to reach him at least 15 days before the date of election along with names and addresses of the candidates together with an intimation from each of the candidates signifying his willingness to stand as a candidate for the election. A guardian may stand in absentia as a candidate for the election. The principal shall cause a list of the candidates hung up on the Notice Board for information of the guardians, not less than 7 days before the date of election.

- iv) If the number of candidates be four only or less, they shall be declared elected by the Principal with approval of the Chairman.
- v) If the number exceeds four, the election shall be held at the time and the place notified for the purpose by means of ballot papers to be handed over to the voters by the Principal or by a deputy nominated by him on his behalf, who hereinafter will be referred to as the Presiding Officer. Ballot papers shall be counted by three scrutineers to be appointed by the Presiding Officer. The form of the ballot paper shall be as given in Appendix 'A'.
- vi) The vote shall be recorded by placing a cross mark (X) on the ballot paper in the place specified for the purpose against the name of each but he shall not record more than one vote in favour of one Candidate. If he chooses, he can withhold one or more of

his votes or abstain from voting. No guardian shall be allowed to vote by proxy or by post.

- vii) The votes shall be counted in presence of the candidates or their nominees by the scrutineers who shall submit their reports to the Presiding Officer. The four candidates who secure largest numbers of votes shall be declared elected by the Presiding Officer with the approval of the Chairman. If, two or more candidates secure the same number of votes, the choice between such candidates shall be determined by the Presiding Officer by drawing lots.
- viii) The Presiding Officer shall have **full** powers to dispose of all points raised in the course of an election not covered by these rules. His decision shall be regarded as final.

4. Election of one representative of Donors and one representative of Founders and Trustees :

- i) There shall be held on a date/dates to be fixed by the Chairman of the Governing Body or any other person authorised by him, an election of one representative of Donors to be elected by themselves and one representative of Founders and or Trustees of the College from amongst themselves. (one Founder to become a member from his category without election provided his name is mentioned in the trust deed. In case there are more than one Founders/Trustees they will elect one from amongst themselves).
- ii) The date, time and place for the election of one representative shall be notified by the Principal for information of Donors at least 15 (fifteen) days before such date. Likewise, in case there are more than one founder and/or Trustee, election of one representative shall be held in the same manner as the preceding case. The Principal shall prepare list of each of donors and of Founders and Trustees if any, of the college which hereinafter will be called

Electoral Rolls of Donors and of Founders and Trustees.

- iii) The Principal will call upon (a) the Donors and (b) Founders and Trustees present at the meetings for election to submit to him their nominations. Any person under the category of Donors may propose for the election the name of not more than one person. In case of Founders, etc. a person of this category may propose the name of one person for the election.

The Principal will then draw up two lists of candidates one for (a) and one for (b) above and announce their names.

- iv) If their number does not exceed one/one, the Principal with the approval of the Chairman shall declare them elected as members of the Governing Body.
- v) If their number exceeds one/one, the election shall be conducted by the Presiding Officer by means of ballot papers. The one person in



respect of Donors and in case of Founders and Trustees one person securing largest number of votes shall be declared elected by the Presiding Officer with the approval of the Chairman of the G.B.

5. Immediately after the constitution of the G.B. the Principal of the College shall send a list to the University of all the members elected to the G.B. under different categories.

6. Chairman of the Meeting of the Governing Body:

The Chairman of the Governing Body, or in his absence, his nominee who should be a member of the Governing Body, shall preside over the meeting of the G.B. and also those of any committee set up by the members elected to the G.B. in connection with the affairs of the college. In case the Chairman be not in a position to attend the meeting himself or to send any body's name to preside, members present shall vote one to the Chair.

In case of a Government College, the Chairman and in his absence the Principal, shall preside over the meeting of its Governing Body.

Conduct of Meeting of a  
Governing Body :

- i) Meeting of Governing Bodies should be held as frequently as possible. There shall not be an interval of more than three months between two consecutive meetings of a Governing Body or an equivalent committee of an affiliated college.
- ii) As regards quorum and other detailed procedures the Governing Body will frame its own rules.

Sd/- M.S. Alam  
17.2.1975

## APPENDIX 'A'

Ballot paper for election of  
representatives of Guardians of Students of  
\_\_\_\_\_ College on the  
Governing Body of the College.

Number of representative of guardians to  
be elected : **Four**

Sl.No.	Name of candidates	Cross Mark for voting
1		
2		
3		
4		
5		

### Instruction to voters

1. The voter shall place a cross mark (X) against each of the names of the candidate/s for whom he votes.
2. He shall not record more than one vote in favour of one candidate.
3. If the cross mark is placed on a voting paper in such a position that there is an uncertainty as to the candidates for whom it is intended the vote indicated by the cross mark will be regarded as null and void.
4. The voter shall not put his signature on the ballot paper.

## APPENDIX 'B'

### **Conditions of study in Affiliated Colleges**

1. Minimum number of Lectures to be delivered and tutorials to be held for B.A./B.Com. (Pass and Subsidiary) Courses.

For each subject :

- i) 90 lectures per paper
- ii) 25 Tutorials per paper
- iii) There shall be an annual examination for promotion to next higher classes.

Note : A tutorial group for the Pass and Subsidiary subjects shall ordinarily consist of 10 students. Lecture class in Pass and Subsidiary subjects should not ordinarily exceed 100 students.

2. Minimum number of lectures to be delivered and tutorials to be held for B.A./B.Com. (Honours) Courses :

- i) 90 lectures per paper
- ii) 25 tutorials per paper
- iii) There shall be an annual examination for promotion to next higher classes. Same number of lectures and tutorials for Subsidiary as in the case of Pass Course.

Tutorials groups in Honours course shall ordinarily consist of 5 students each.

3. Lecture class should not ordinarily exceed 30 students for B.A./B.Com. (Hons.) course.

For each elective subject :

- i) 90 lectures per paper
- ii) 150 practicals per subject

For an Honours subject :

- i) 90 lectures per paper
- ii) 450 periods of practicals

Note : For Mathematics there will be 90 lectures and 25 tutorials per paper.

4. Size of Class for lectures :

- a) Pass Course : Ordinarily 100 students in one section.

Honours Course : Ordinarily 50 students in one section.

- b) In the practical class there should be one teacher ordinarily for every 20 students of pass course and for every 10 students of the Honours Course.

5. Clauses 1 to 4 of this Chapter shall also apply to Honours and Subsidiary classes held in the University.
6. If a college fails in three consecutive years to deliver the minimum number of lectures as prescribed above in any subject the University may withdraw from it the privilege of affiliation in that subject.
7. No student shall be considered to have prosecuted a regular course of study in any subject for any examination unless he has

attended at least 75 percent of lectures delivered in that subject in one or more affiliated colleges.

...

m.y./31.1.2021

*Correction made on 07.02.2021.*

**STATUTE – 12**  
**Statute for Establishment of the Institute of**  
**Community Ophthalmology**

*(Ratified by the 8th Annual Senate meeting held on 24.06.90)*

In exercise of the power conferred by section-41 of the Chittagong University Act. 1973 (Act XXXIII of 1973) the Syndicate of the University of Chittagong is pleased to make the following Statute :

1. The Institute of Community Ophthalmology (ICO) shall be an Institution within the Faculty of Medicine, C.U.
2. The aims and objectives of the Institute shall be :
  - a) to provide teaching, training and guidance in order to prepare candidates/students for the award of Diploma in Community Ophthalmology and any other Diploma/Degree as deemed fit under the University of Chittagong.
  - b) to provide need-oriented and practical training programme for professionals engaged in organizations/disciplines related to Community Ophthalmology.
  - c) to promote and provide facilities for advanced studies and research on Community Ophthalmology.
  - d) to promote professionals engaged in this field and provide them with necessary guidance.
  - e) to establish and maintain hospital in due course for giving advice to and treatment of patients suffering from Ophthalmic and related diseases.
  - f) to organize symposiums, seminars and conferences on Community Ophthalmology.

- g) to establish link/liaison, exchange programmes and to undertake research programmes, etc. with other institutions/individuals within and outside the country.
  - h) to publish books, bulletins journals, reports etc. on Community Ophthalmology : and
  - i) to deal with such other matters as many be necessary to promote the objectives of the I.C.O.
3. The Institute of Community Ophthalmology shall be run out of contributions/donations/accrued interests/earnings of trust deposit (s) at the disposal of the Institute given by any person (s) and agency/agencies, inside and outside the country for management and running of the affairs of the Institute. All expenditures, development and recurring, shall be met out of the aforesaid fund.
  4. The Director of the Institute shall be the Executive Head of the Institute and the first Director of the Institute shall be appointed by the Vice- Chancellor.
  5. The management of the Institute shall vest in a Governing Body consisting of
    - i) The Vice-Chancellor,  
ChittagongUniversity Chairman
    - ii) The Dean, Faculty of medicine Member
    - iii) One member of the Syndicate to be nominated by the Vice-Chancellor Member
    - iv) One nominee of the Academic Council Member
    - v) The Director I.C.O Member
    - vi) Three representative from (EITC) to Eye Infirmary Training Complex (EITC)to be nominated by EITC Trust Board.Members



- vii) The two senior most members of the teaching staff of I.C.O to be nominated by the Director.                      Members
- viii) One representative from Donors. Members
- ix) Administrative Officer / I.C.O                      Secretary

The tenure of office of the elected / nominated members shall be three years from the date of sitting, provided that they shall continue in office till their successors having been elected, nominated or appointed enter upon office.

One third of the total number of members including the Chairman shall form the quorum for the meeting of the Governing body.

The Governing Body shall have the following powers :

- a) to consider and approve annual budget of the Institute.
- b) to formulate and submit to the Faculty of Medicine the academic courses and programmes of the Institute for necessary approval of the Academic Council.
- c) to frame rules and regulations as may be considered necessary for proper and efficient management and administration of the Institute.
- d) to create teaching, administrative and other posts.
- e) to receive and accept any and all bequests, donations and grants from individuals/organizations and to use such funds for the Institute.
- f) to administer funds of the Institute and to perform such other acts as may be necessary for the development of the Institute.
- g) to frame rules governing terms and conditions of service of the teachers, officers and employee of the Institute.

- h) to appoint specialists, consultants, teachers and officers on the recommendations of the Selection Committee. All other staff of the Institute shall be appointed by the Director of the Institute on the recommendation of the Selection Committee.
  - i) to take disciplinary action against teachers, officers and employees of the Institute in according with the Efficiency and Disciplinary Rules to be framed by the Governing Body.
  - j) to arrange for the Institute necessary space for housing administrative and logistic supports and clinical facilities as may be required.
  - k) to advise amendment of this Statute.
  - l) to arrange audit of accounts of the Institute and to submit a report thereof to the University.
6. a) There shall be a Committee for recommending the appointment of Teachers and Officers of the Institute consisting of-
- |  |          |
|--|----------|
| i) The Vice-Chancellor<br>Chittagong University                      | Chairman |
| ii) The Dean, Faculty of<br>Medicine                                 | Member   |
| iii) One nominee of the<br>Academic Council                          | Member   |
| iv) The Director I.C.O   | Member   |
| v) One expert in the field to be<br>nominated by the Vice-Chancellor |          |
| vi) One representative from EITC                                     | Member   |
| vii) One expert nominated by G.B                                     | Member   |
- b) The Selection Committee for selection of other employees shall be as follows :

- |                              |          |
|------------------------------|----------|
| i) Director of the Institute | Chairman |
| ii) Two nominees of the G.B  | Members  |

In respect of Selection Committee mentioned at (a) above 4 (four) members including the Chairman of the Committee shall form the quorum.

The members of the Committee other than ex-office members shall hold office for a period of two years from the date of the sitting and shall continue in office till their successors having been elected, nominated or appointed enter upon office.

7. The Director of the Institute shall be appointed by the Vice-Chancellor for a period of three years from among the teachers of the Institute not below the rank of Associate Professor of the Institute.
8. There shall be a Committee of Courses and studies in the Institute as follows :
 

(a) The Director of the Institute	Members
(b) Five teachers of the Institute in order of seniority to be nominated by the Director.	Members
(c) Two teachers of the discipline from other Institutes to be nominated by the Director.	Members
(d) Senior most teacher of Ophthalmology, CMC	Members
(e) Two Academicians from different Universities/ Institutes / Colleges from within or outside the country to be nominated by the Director.	Members

One-third of the members including Chairman shall form the quorum for meeting of the Committee of Courses and Studies. The members of the Committee other than ex -officio members

shall hold office for a period of two years from the date of sitting and shall continue in office till their successors having been elected, nominated or appointed enter upon office.

The Committee of Courses and Studies shall frame syllabi for the courses of studies and prepare panel of paper setters and examiners.

The Committee of Courses and Studies shall also deal with such academic matters as may be referred to it by the Governing Body, the Faculty and the Academic Council.

**STATUTE - 13**  
**Chittagong University Employees (Efficiency and**  
**Discipline) Statutes**

*(Ratified by the 9<sup>th</sup> Annual meeting of the Senate held on 7.7.1991)*

- 1. Application :** These statutes shall apply to every person in whole time employment of University except-
- i) Persons for whose appointment and condition of employment special provisions have been made in the Act or the Statutes and / or persons entrusted with additional assignments by the Vice-Chancellor.
  - ii) Government servants on deputation to the University, and
  - iii) Persons appointed on contract whose pay etc. and terms of service are determined according to the terms of contract.

Provided that in respect of any matter not provided by the provisions special to him, his service or his post, these statutes shall apply to any person coming within the scope of the exceptions above to whom but for these exceptions the statutes would otherwise apply.

**2. Definitions-**In these Statutes unless there is anything repugnant in the subject or context :

- a) “Authority” means the Syndicate or an Officer designated to be an authority in Appendix-1 to these Statutes to exercise powers under these Statutes, and includes the Head of a Department/Office so designated.
- b) “Employee” includes every person in the service of the University in general administration or in the teaching whether for the time being in actual employee of the

University or on deputation to Government or elsewhere or on leave in or out of Bangladesh.

- c) “Misconduct” means conduct prejudicial to good order, breach of the instruction issued by the superior authority/insubordination or a commission of an offence involving moral turpitude or conduct unbecoming of an employee of the University or a Gentleman.
- d) “Act” means the Chittagong University Act, 1973; and
- e) “Penalty” means a penalty, which may be imposed under these Statutes.

**3. Grounds for Penalty**– Where an employee of the University, in the opinion of the authority :

- a) is inefficient, or has ceased to be efficient, whether by reason of infirmity of mind or body, or otherwise and is not likely to recover his efficiency, or
- b) is indifferent to teaching and research work (in respect of members of teaching staff only;) or
- c) is guilty of misconduct ; or
- d) is guilty of negligence of duty ; or
- e) is corrupt or may reasonably be considered corrupt because –
  - i) he is, or any of his dependents or any other person through him or on his behalf is in possession (for which he cannot reasonably account) of pecuniary resources or of property disproportionate to his known sources of income ; or
  - ii) he has assumed a style of living beyond ostensible means : or

- f) is engaged, or is reasonably suspected of being engaged in subversive activities or activities detrimental to the interest of the University, or to the state or is reasonably suspected of being associated with others engaged in such activities, and whose retention in service is therefore considered prejudicial to the interest of the University or national security : or
- g) engages directly or indirectly in any trade, business, private tuition or any other occupation of his own account which may, in the opinion of the Syndicate, interfere with due performance by him of the duties of his office, without the prior expressed permission of the Syndicate in writing : or
- h) absents or overstays sanctioned leave, without sufficient cause.

#### **4. Penalties –**

(1) The following are the minor penalties :-

- a) censure or warning or fine,
- b) the withholding of increment or promotion, including stoppage at efficiency bar for a specified period; and

The following are the major penalties :-

- c) recovery from pay of the whole or part of any pecuniary loss caused to the University by negligence or breach of orders :
- d) reduction to lower post of time scale, or to a lower stage in time scale :
- e) removal from service :
- f) dismissal from service :

- (2) Dismissal from service shall disqualify any reappointment in the University, but removal from Service shall not be considered an absolute disqualification.
- (3) For misconduct any penalty in paragraph (1) may be imposed but the penalties to be ordinarily imposed for inefficiency, indifference in teaching and research work, guilty of negligence of duty and engaging directly or indirectly in trade without permission, and absenting or overstaying sanctioned leave, shall be those set out in clause (a), (b), (c), (d), or (e) and for corruption or subversion those set out in clause (e) or (f) of paragraph (1).

**Explanation – The discharge**

- a) of a person appointed on probation during the period of probation, or
- b) of a person appointed otherwise than under contract to hold a temporary appointment, on the expiration of the period of the appointment, or
- c) of a person engaged under contract, in accordance with the terms of this contract, does not amount to removal or dismissal within the meaning of this statute.

Note-1. Notwithstanding anything contained in this statute:

- a) the penalty specified in clause (a) and (b) in paragraph (1) in respect of officers and members of the teaching staff, shall not be imposed by an authority lower than the Syndicate. In respect of members of the subordinate staff authority shall not be lower than the Vice-Chancellor. In respect of all other employees the authority shall not be lower than the Head of Office or Department concerned.



- b) no employee of the University shall be removed or dismissed by an authority lower than that by which he was appointed to the post held by him substantively on which he is competent to make appointment to the post held by him substantively.

Note – 2. A statement detailing the powers of the Syndicate and other officers of the University in regard to the imposition of penalties is given at Appendix-1.

#### **5. Inquiry Procedure on cases of subversion –**

- (1) When an employee of the University is to be proceeded against under clause (f) of section 3, the authority –
  - a) may, by order in writing, require the employee concerned to proceed on such leave as may be admissible to him and from such date as may be specified in the order ;
  - b) shall, by order in writing, inform him of the action proposed to be taken in regard to him and the grounds of that action ; and
  - c) shall give him a reasonable opportunity of showing cause against that action before an inquiry committee to be constituted under paragraph (2) below to inquire into the charges:-

Provided that no further opportunity shall be given, where the Chancellor is satisfied that in the interest of the security of Bangladesh, or any part thereof, it is not expedient to give such opportunity.

- (2) Inquiry Committees shall be constituted as follow :-

- a) in respect of University employees of the categories of Professors, Associate Professors, Assistant Professors,

Lecturers and Statutory Officers, the Chancellor shall constitute an Inquiry Committee of three persons to be nominated by him;

- b) in respect of the employees of all other categories the Vice-Chancellor shall constitute an Inquiry Committee of three persons to be nominated by him;
- c) the Inquiry Committee under clause (a) shall inquire into the charges and submit its findings to the Vice-Chancellor.

#### **6. Inquiry Procedure in other cases**

- (1) When an employee of the University is to be proceeded against under clauses (a), (b), (c), (d), (e), (g) and (h) of section- 3 the procedure in the following paragraph shall be observed.
- (2) The authority may, if it thinks fit, appoint an officer or a teacher of the office or department to which the employees (hereinafter called the delinquent) belongs or an officer or a teacher of any other office or department of the University to examine if necessary the delinquent on the allegations and report against him warranting the nature of punishment in order to enable the authority to decide whether a formal inquiry should be held.

The inquiry Committee in case of Teachers/Officers other than Ministerial / Technical and M.L.S.S shall be formed by the Vice-Chancellor and in case of Ministerial /Technical and M.L.S.S the inquiry Committee shall be formed by the Registrar with the concurrence of the Vice-Chancellor.

- (3) If on the report mentioned in clause (2) above the authority decides that formal inquiry should be held it shall proceed accordingly.

Procedure for formal inquiry will be as laid down hereunder in sections 7, 8 and 9.

**7. Procedure for Dismissal:** When an employee of the University is charged with offence the maximum penalty for which is dismissal the procedure for holding an inquiry shall be as follows:

- (a) a Charge-Sheet shall be presented to the delinquent detailing the charge or charges against him and calling upon him to show cause before the Inquiry Committee constituted for the purpose as to why he should not be dismissed or removed from service or punished with any of the lesser penalties specified in section 4. He shall be required to submit a written explanation by a fixed date, which shall ordinarily allow him an interval of seven clear days from the date he receives the charge-sheet. If the delinquent is illiterate or semi-literate, the charge-sheet shall be read out and explained to him by the Head of the Office or Department or an officer delegated for the purpose not below the rank of a subordinate administrative officer, who shall then record statement of the delinquent.
- (b) if the delinquent asks to be heard in person or desires to produce any witness in support of his defense, he should be heard or his witness be allowed to be examined. The delinquent, if he so desires, may be accompanied by another University employee and the Committee of Inquiry shall give the delinquent all reasonable facilities

for the conduct of defense including the cross examination of witness.

- (c) the evidence as well as the defense adduced by the delinquent shall be recorded in his presence.

Provided that for special reasons to be recorded in his presence in writing the Committee of Inquiry may refuse to call any witness suggested by the delinquent and may decide whether the evidence of any witness should be taken and recorded otherwise than in the presence of the delinquent.

- (d) the result of the inquiry with the recommendation of the Committee holding the inquiry, shall be placed before the authority competent to pass an order of dismissal, who shall thereupon pass such orders as he thinks fit. In case of failure of the authority to take final decision in a case under this rule within one hundred and fifty working days from the date of communicating the charge the employee concerned shall automatically be discharged of the charge brought against him.

- (e) notwithstanding anything contained in the foregoing clauses formal inquiry may be dispensed with when the order of dismissal is passed on the strength of facts or conclusions arrived at by a judicial trial by a Court Martial or when the accused is absconding, or adopting means to prolong, or delay the conclusion of the inquiry with a view to gaining undue advantage.

**Note -1 :** When, as a result of an inquiry into alleged misconduct of an employee it is proposed to dismiss, remove from service or reduce such an employee he should be

afforded a further opportunity to show cause within a reasonable time, not exceeding one month, why the proposed penalty should not be inflicted. For this purpose any representation submitted by him should be duly taken into consideration before final order of dismissal, removal from service or reduction are given effect to.

**Note – 2 :** The charge-sheet to be presented to an employee of the University shall be in the form at Appendix-2. The delinquent shall be given seven days' time to submit his defense. The official actually handling over the charge-sheet to the employee concerned must obtain his signature or thumb impression, as the case may be, in acknowledgement of its receipt.

**Note – 3 :** If the reply to the charge-sheet is not received in the time prescribed it will be assumed that the man concerned has no grounds to submit in his defense against the disciplinary action being taken.

**Note – 4 :** There is no necessity for the issuance of the charge-sheet when a University employee is to be dismissed as a result of his conviction by a criminal court, in connection with cases concerning University affairs as the employee has already been given an opportunity of defending himself in the court. But in case of conviction for matters not connected with the University affairs charge-sheet is to be issued if any action is required to be taken against a University employee.

#### **8. Procedure for Removal :**

- (1) When an employee of the University is charged with an offence meriting removal from service as, the procedure outlined in Section– 7 shall be applied :-

Provided that the officer competent to pass the order of discharge may dispense with the departmental inquiry and

make an inquiry in any manner deemed proper by him, recording his considered opinion before passing the order of discharge. When a departmental inquiry is dispensed with and if therefore the employee asks to be heard in person, the officer competent to pass order of discharge shall grant a personal interview.

- (2) When an employee absents himself from duty for more than a week or when a employee does not return to work within one week after the expiry of sanctioned leave he shall be written to under registered cover (acknowledgement due) and in case of non-service of the notice through publication in the press, and be asked to explain the reasons for his absence and be informed that his reply should be received within a specified reasonable time which should not be less than 10 days in any case. He should be told that failure in his part to reply within the specified time will result in his removal from service. If the reply is not satisfactory or if no reply is received within the specified time he shall be removed from the service by issue of notice of discharge under registered cover (acknowledgement due) in the notice forms at Appendix-3 and also by publication in the press.

**Note-1 :** When it is intended that removal from service should operate as a bar to re-employment in the University this should be stated in the order of removal.

**Note-2 :ABSCONDER** – An employee of the University can be treated as an absconder only when he has left his station without permission and his whereabouts are not known or does not return or report to duty within 15 days of his leaving the station. An employee who has left his station with due intimation in writing to his immediate superior of his doing so, who acknowledges the receipt of the charge-sheet served on him, or who presents himself before his controlling officer before the final orders in his case have been passed should not be treated as an absconder.

**Note -3 :** The same procedure as laid down in Section-7(a) should be followed in the case of an absconder. The letter should be sent to the address given in the Service Book of the employee. If, however, no address whatsoever, is traceable he may be removed from service after two weeks of publication of the notice at the press.

**9. Procedure for imposing other Penalties :** Before an order imposing a penalty specified in clause (a) to (d) of paragraph-1 of section-4 is passed against an employee of the University, he shall be informed of the definite offences or failures on account of which it is proposed to impose the penalty and called upon to show cause why that or any lesser penalty should not be imposed. He should also given THREE days' time in which to submit his explanation and be allowed reasonable facilities for the preparation of his defense. Form in Appendix-2 should be used for this purpose. If no explanation is received within the prescribed time, it will be assumed that the employee concerned has no grounds to submit in his defense against the disciplinary action being taken.

10. Power to order Medical Examination as to mental or bodily infirmity :

- (1) Where it is proposed to proceed against an employee of the University on the ground of inefficiency by reason of infirmity of mind or body the authority may at any stage require the employee to undergo a medical examination by a Medical Board, as the authority may direct, and the report of the Medical Board shall form part of the proceedings.
- (2) If the employee refuses to undergo such examination, his refusal may, subject to the consideration of any grounds he may give in support of it, be taken into consideration against him as showing that he had reason to believe that the result of the examination would prove unfavourable to him.

**Note-1 :** The authority in the above sections in respect of officers and members of the teaching staff of all categories shall be the Syndicate whose decisions shall be final and conclusive.

**Note – 2 :** The authority in respect of employee of all other categories shall be the Vice-Chancellor, whose decisions shall be final and conclusive.

**11. Withholding of Increments:** In ordering the withholding of an increment, the authority passing the order shall state the period for which it is withheld and whether the postponement shall have the effect of postponing future increments.

**Note – 1 :** The cases of University employees held up at an efficiency bar should be reviewed annually with a view to determine whether the quality of their work has improved generally and whether the defects for which they were stopped



at the bar have been remedied to an extent sufficient to warrant the removal of the bar.

**Note-2 :** Withholding of increment shall never be for a period of less than three months.

**12. Reduction to a Lower Post etc. :**

When an employee of the University is reduced for inefficiency or misconduct to a lower post or time-scale or to a lower grade or to a lower stage in a time-scale, the authority ordering the reduction shall state the period for which it is effective and whether on the expiry of that period it shall operate to postpone future increments. When an employee's increment is withheld his own substantive grade is not affected unless the authority passing the order states that, that will have the effect of postponing future increments.

**Note :** The reduction shall never be for a period of less than three months.

**13. Orders to be Communicated in Writing :**

Every order imposing a penalty on an employee of the University shall be communicated to him in writing.

**Note -1:** If, as a result of an investigation (which includes service of charge-sheets for offences committed), it is decided that the services of the employees concerned shall be terminated, he shall be advised in a separate letter, as in Appendix-4, that his explanation or reply to the Charge-sheet is not accepted and that he has been held responsible for guilt or the offence or offences he was charged with.

**Note -2 :** A letter terminating an employee's service shall be issued in the form at Appendix-5 in a case of dismissal and in the form in Appendix-4 in a case of removal from services. These letters must be signed by the officer passing the order

imposing the penalty or an officer delegated for this purpose by him.

**Note -3 :** The procedure above shall not, however, apply to cases of discharge on completion of work or period of contract or probation or on reduction of establishment.

**14. Record of Penalties :**

The Authority imposing any penalty under these statute shall maintain a record showing.

- a) the offences with which the employee of the University was charged and
- b) the Penalty imposed.

**15. Suspension :**

- a) An employee of the University shall be placed under suspension when he is arrested or committed to prison pending trial by a court of law, and he shall remain under suspension until judgment is delivered by the court, unless, in the event of his release on bail, the authority competent to suspend him decides to allow him to resume duty pending decision of the court and during the suspension period the employee concerned shall not leave the station without permission of the authority.
- b) An employee of the University whose conduct is under going investigation a charge, may at the discretion of the competent authority, be kept under suspension until his case has been finally decided. The period of suspension should not normally exceed four months.
- c) When an employee of the University is convicted on a criminal charge he shall, according to the merits of the

case, be punished, removed from service or dismissed from the date of conviction. If it is considered that no penalty should be imposed the case should be referred to the Syndicate, except that in the case of M.L.S.S. it shall be referred to the Vice-Chancellor.

#### **16. Pay during Suspension :**

An employee of the University is entitled to the following payments during a period of suspension:

- a) the University employees be given 50% of the basic pay as subsistence grant while placed under suspension.
- b) Grant of dearness allowance to University employee under suspension : when in any case, the officer passing the order for suspension considers that having regard to the present high cost of living, the amount admissible is not sufficient for the subsistence of the suspended employee and his family, he may allow him to draw the dearness allowance at the rate of which he drew it prior to his being placed under suspension.

Authorities competent to suspend an employee of the University are shown in Appendix-1.

**Note-1:** No subscription (to Provident Fund) shall be recovered from the suspension allowance but if he is subsequently reinstated, subscription shall be recovered at one-tenth of the pay allowed for the period of suspension.

**Note – 2 :** Leave may not be granted to an employee at a time when he is under suspension.

**Note – 3 :** When the suspension of an employee is held to have been justified or not wholly justifiable, or when the employee who has been dismissed, removed or suspended, is reinstated

the revising or appellate authority may grant to him, for the period of his absence from duty :

- (a) if he is honorably acquitted, the full pay to which he would have been entitled if he had not been dismissed, removed or suspended and by an order to be separately recorded any allowance of which he was in receipt prior to his dismissal, removal or suspension or if otherwise, such proportion of such pay and allowances as the revising or appellate authority may prescribe.
- (b) in a case falling under paragraph (a) of section – 15 the period of absence from duty will be treated as a period spent on duty. In a case falling under paragraph (b) of section 15, it will not be treated as a period spent on duty unless the revising or appellate authority to prescribe that the period of absence be treated as leave and allows leave salary. In either case the subsistence grant is to be adjusted against pay and allowance granted on final order.

**17. Appeals :**

- (1) When any of the penalties specified in section– 4 is imposed upon an employee of the University an appeal shall lie to the authority next above that imposing the penalty or to such other higher authority as the Syndicate may prescribe in respect of employees under its control. An appeal shall lie to the Chancellor only on original orders passed by the Syndicate.
- (2) When an appellate authority imposes a higher penalty than the one appealed against a second appeal shall lie to the next authority above such appellate authority, provided that no such second appeal shall lie if the

higher penalty imposed by the appellate authority is within the competence of the authority who imposed the original penalty of the employee.

**18. Procedure for Submission of Appeals :**

- (1) Every employee preferring an appeal shall do so separately and in his own name.
- (2) Every appeal shall contain all material statements and arguments relied on by the appellant and shall contain no disrespectful or improper language and shall complete in itself.
- (3) Every such appeal shall be addressed to the authority to whom the appeal lies through the authority from whose order the appeal is preferred and shall be submitted through the usual channel, and no action shall be taken on an appeal submitted otherwise.

**Note :** It is not intended to penalize staff for sending advance copies of appeals submitted through proper channel. No action shall, however, be taken on copies of appeals sent in advance with the endorsements “Original submitted through proper channel”.

**19. Duties of appellate authorities :**

- (1) The appellate authority shall consider :-
  - (a) whether the facts on which the order was based have been established ;
  - (b) whether the facts established afford sufficient ground for taking action : and
  - (c) whether the penalty is adequate, inadequate or excessive.

- (2) The authority to whom an appeal lies under these statutes shall decide it himself and shall pass such orders on the appeal as he thinks fit.
- (3) If the appellate authority proposes to enhance the penalty imposed by the subordinate authority, the former shall before passing such order, ensure that the procedure prescribed in these statutes as being necessary before such penalty may be imposed, is or has been complied with.

**a. Withholding of Appeals :**

An appeal may be withheld by an authority not lower than the authority from whose order it is preferred if :

- (i) it is an appeal in a case in which under these statutes no appeal lies : or
- (ii) it is not preferred within one month of the date on which the appellant was informed of the order appealed against and no reasonable cause is shown for the delay ; or
- (iii) it does not comply with the procedure laid down in the clause of this statute ; or
- (iv) it is a repetition of a previous appeal and no new facts or circumstances are adduced which afford ground for consideration of the case :

Provided that when an appeal is withheld the appellant shall be informed of the fact and reasons for it ;

Provided also that an appeal withheld only on account of failure to comply with the procedure laid-down in the clause of this statute may be resubmitted at any time within one month of the date on which the appellant has been informed of the withholding of an appeal.

- 21.** No appeal shall lie against the withholding of an appeal by a competent authority.

**22. Revision :**

- (1) The Syndicate shall have the power, on its own motion or otherwise, to revise any orders passed by an authority subordinate to it:

Provided that when an appellate authority has considered and passed order on an appeal, such appellate authority shall not be entitled to initiate further action in respect of the same offence under this statute.

- (2) When the authority referred to in paragraph (1) proposes to enhance the penalty imposed on an employee of the University, otherwise than as an appeal preferred to it, it shall communicate its intention to the University employee concerned with the reason therefore, and call upon him to show cause as to why the enhanced penalty should not be imposed. After considering the reply of the employee to this communication, it shall pass such orders as it thinks fit.

**23. Nothing in these statutes :**

- (a) shall be deemed to preclude the Chancellor from revision whether on his own motion or otherwise any order passed under these statutes by any authority of the University, or
- (b) shall operate to deprive an employee of the University from exercising his right to submitting a petition or memorial to the Chancellor.

## **APPENDIX-1**

### **See Section 2 (a)**

#### **Authorities and their powers**

Authorities with their respective powers to the extent which they can impose penalties detailed in column 1

	Syndicate	Vice-Chancellor	Other-Heads of Offices / Heads of Departments
a) Censure or Warning or fine	Full Powers	Full Powers in respect of non-Statutory officers / Ministerial / Technical staff / MLSS	Powers in respect of member of the Ministerial / Technical staff & M.L.S.S. working under them with concurrence of the Vice-Chancellor.
b) Withholding of increment or promotion including stoppage at efficiency bar for a specified period.	Ditto	Ditto	Ditto
c) Recovery from pay of the whole or part of any pecuniary loss caused to the University by negligence or	Ditto	Ditto	Full Powers in respect of M.L.S.S. working under them with concurrence of the Vice-Chancellor.



breach of orders.			
d) Reduction to a lower post or time scale or a lower stage in a time scale.	Ditto	Full powers in respect of Ministerial / Technical / M.L.S.S.	Ditto
e) Removal from services	Ditto	Full Powers in respect of non-Statutory officers / Ministerial / Technical staff / subject to confirmation by the Syndicate	Ditto
f) Dismissal from Services	Ditto	Ditto	Ditto
g) Suspension	Ditto	Full Powers in respect of non-Statutory officers / Ministerial / Technical staff and M.L.S. S.	Full Powers in respect of Ministerial / Technical M.L.S.S. working under them.

**APPENDIX-2**  
**(Sections 7-9)**

To

.....  
.....

Whereas you Mr.

Chittagong University are reported to have committed the following offences and whereas the Vice-chancellor after preliminary inquiry vide clause 6(2) of the Chittagong University Employees (E & D) Statutes has been satisfied that it is necessary to draw up formal inquiry against you, you are hereby called upon to submit written statement within 7 (seven ) /3 (three) days from the date of receipt of this notice as to why you should not be dismissed or removed from service or otherwise punished according to law on proof of all or any of the offences you are charged with.

You are, therefore, required to state categorically in your statement whether you want to be heard in person and / or you want to adduce any evidence before inquiry committee constituted with the following persons to inquire and report upon the charges against you-

- 1.
- 2.
- 3.

১১/০৯/৯৯ তারিখে অনুষ্ঠিত ৩৫৪তম সিন্ডিকেট সভার ৬৯নং সিদ্ধান্ত

অনুমোদিত

চট্টগ্রাম বিশ্ববিদ্যালয়,

চট্টগ্রাম।

জনাব,

যথাযথ সম্মানপূর্বক জানানো যাচ্ছে যে, আপনার ব্যাপারে নিম্নলিখিত অভিযোগ সমূহ পাওয়া গেছে এবং বিশ্ববিদ্যালয় কর্তৃপক্ষ মনে করেন যে, এ ব্যাপারে রীতিসিদ্ধ তদন্ত হওয়া প্রয়োজন।

এমতাবস্থায় আপনার ব্যাপারে আনীত সকল অভিযোগ অথবা যে কোন একটি অভিযোগ যদি তদন্তে সত্য বলে প্রমাণিত হয়, সেক্ষেত্রে কেন চট্টগ্রাম বিশ্ববিদ্যালয় কর্মচারী (দক্ষতা ও শৃংখলা) সংবিধি অনুযায়ী আপনার বিরুদ্ধে যথাযথ ব্যবস্থা গ্রহণ করা হবে না সে ব্যাপারে অত্র পত্র প্রাপ্তির ৭ (সাত) দিনের মধ্যে লিখিত বক্তব্য প্রদান করার জন্য আদেশক্রমে আপনাকে অনুরোধ করা হল।

আপনার ব্যাপারে আনীত অভিযোগ তদন্ত করে প্রতিবেদন প্রদান করার জন্য গঠিত নিম্নোক্ত তদন্ত কমিটির সম্মুখে আপনি ব্যক্তিগতভাবে হাজির থাকবেন এবং / অথবা আপনি সাক্ষ্য প্রমাণ উপস্থিত করবেন, সে ব্যাপারে আপনার লিখিত বক্তব্যে সুস্পষ্টভাবে উল্লেখ থাকতে হবে :

১।.....সভাপতি/আহ্বায়ক

২।.....সদস্য

৩।.....সদস্য

৪।.....সচিব

অভিযোগ :

১।.....

২।.....

৩।.....

আ / বি

রেজিস্ট্রার

চট্টগ্রাম বিশ্ববিদ্যালয়

APPENDIX – 3

(See Sections 8-13)

Notice of Imposition of a Penalty or Removal from the Service.

From ..... No .....

To .....

The following conclusions have been arrived at the inquiry held in connection with the charge (s) against you vide notice No.....Date ..... you are, therefore, required to submit your further explanation,if any, within 10 (ten) days from the date of receipt of this notice and to show cause as to why.....

.....should not be inflicted on you.

Date

Signature

Designation

**Acknowledgement**

To

I hereby acknowledge receipt of your notice No.....  
.....dated ..... giving me ..... days/time in  
which I have to submit further explanation.

Station

Name

Date

Father'sName

**N.B.** This portion must be detached, signed and returned to the office of issue.

APPENDIX – 4

(See Sections 8 – 13)

Communication of orders and serving notice

From .....

To .....

Your explanation or reply to the notice dated in not satisfactory and as such not acceptable. You have, therefore, been held responsible for or guilty of the offence or offences you were charged with.

You are hereby removed from the service of the University as per clause 8(2) of the Chittagong University E & D Statutes. This removal order will stand as a bar to re-employment in the University.

Dated ..... Signature .....  
Designation .....

.....

On failure to reply to the notice already served.

From .....

To .....

You have failed to reply the notice within the time specified therein and as such you are hereby removed from the University service as per Clause 8(2) of the Chittagong University E & D Statutes.

This removal order will stand as a bar to re-employment in the university.

Dated ..... Signature .....  
Designation .....

APPENDIX-5

(See Section – 13)

Notice of Imposition of the Penalty

No ..... Dated .....

From .....

To .....

You are hereby informed that the explanation received in response to Notice No .....Dated ..... has been carefully considered by ..... and in accordance with his orders the following penalty has been imposed on you with effect from.....

Signature .....

Designation.....

\*Strike out where not required

Here specify the penalty imposed.

**Acknowledgement**

To .....

I hereby acknowledge receipt of your notice No ..... Date .....conveying the orders of imposition of \* .....

Station .....Name .....

Date .....Father's name .....

\* Here Specify the penalty imposed.

N.B – This portion must be detached, signed and returned to the office of issue.

## **STATUTE – 14**

### **Election of 25 Representatives of Registered Graduates to the Senate.**

*(Vide Article 22 (i) (j) of the Chittagong University Act, 1973)  
(as amended and ratified by the 9<sup>th</sup> Annual Senate Meeting held on – 7-7-1991)*

1. The election of 25 representatives of the Registered Graduates of the University to the Senate 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.
  - (i) Under order of the Vice-Chancellor, the register, who will act as the Returning Officer, in addition to intimation by post under Certificate of Posting, shall notify the following particulars in three daily newspapers one in English and one in Bengali published from Dhaka and one in Bengali published from Chittagong:
    - (a) Date of publication of preliminary voter's list in the Notice Board of the Registrar and last date for objections and corrections ;
    - (b) Date of publication of final voter's list;
    - (c) The last date by which the nomination papers should reach the Registrar;
    - (d) Date, time and place for scrutiny of nomination papers;

- (e) The last date for withdrawal of nominations;
  - (f) Date, time and places for casting and counting of votes; and
  - (g) Last date of submission of two attested recent passport size photographs of the life Registered Graduates and also of those Registered Graduates who did not submit it earlier. The photographs must contain his/her voters' serial number.
- (ii) The final voters' list shall be prepared by the Registrar and kept in his office for the purpose of reference in connection with the election. Electors may obtain copies of the final voters' list from the Registrar on payment of such price as may be fixed by the Vice-Chancellor.
- (iii) The prescribed nomination form (Appendix-A) may be obtained from the office of the Registrar either by personal approach or by sending a self addressed stamped envelope.
2. Only those graduates whose names are on the register of Registered Graduates on the date of the election shall be entitled to take part in the election;

Provided that graduates enrolled after the 31<sup>st</sup> day of July of the year of election shall not be eligible for participation in the election;



Provided further that no Registered Graduate shall be eligible to be a candidate if he was found guilty of moral turpitude during a period of six years prior to election.

3. Notwithstanding the provisions of Sub-Section (1) and (2), if, in extra-ordinary circumstances, the election cannot be held within the academic year in question, it may be held in the following academic year and the Registered Graduates already enrolled in the previous year shall be entitled to take part in the election. In such a case the first proviso of clause (2) shall remain suspended till the election is over.
4. Every Registered Graduate including life Registered Graduates shall supply two recent passport size photographs to the Registrar, Chittagong University, mentioning his Voter's serial number, within three weeks of the publication of the final voters' list. After receipt of the passport size photographs from the Registered Graduates, the Registrar, Chittagong University shall issue an identity card bearing his name and a passport size photograph to each of the Registered Graduates including life Registered Graduates. The passport size photographs of a Registered Graduate and his signature on the back shall be attested by a teacher of a University or a Gazetted Officer in Bangladesh or Bangladesh Foreign Mission.
5. Intimation of the date fixed for the election shall be sent to qualified Registered Graduates not less than sixty days before the date of election. One thousand copies of the final

voters' list shall be printed and it shall be sold at a price to be fixed by the Vice-Chancellor.

6. i) 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 45<sup>th</sup> day before the date fixed for the election. Each nomination shall be proposed by a Registered Graduate and seconded by another Registered Graduate. Nomination form shall contain the consent of the candidate.
  - ii) The nomination papers not submitted in the prescribed form and/or received after the specified date and time shall be rejected by the Registrar.
  - iii) The Registrar, while scrutinizing the nomination papers, shall consider the objection, If any, raised by a candidate or his authorized agent. In case he rejects any nomination paper, he shall record the reasons for doing so on the nomination paper itself.
  - iv) At the time of scrutiny of the nomination papers the candidates or their authorized agents may remain present.
7. Any Registered Graduate intending to stand as a candidate for election shall sign the space of the nomination paper mentioning his willingness to do so. The nomination of a

candidate who has not signed his willingness to stand for election in the aforesaid manner shall be rejected.

- i) A candidate validly nomination for election may withdraw his candidature in writing delivered to the Registrar in person or by registered post not less than 30 days before the date fixed for election. A candidate who has thus withdrawn his candidature shall no be allowed to cancel the withdrawal. The Registrar shall publish within 2 (two) working days after the withdrawal of nominations, a final list of validly nominated candidates in the Notice Board of the Registrar's Office.
- ii) If the number of candidates who are validly nominated and who have not withdrawn their candidature in the manner and within the time specified does not exceed or is less than the number to be elected, all such candidates shall be declared to be duly elected.

8. The Registrar will cause a list of the nominees together with their respective addresses and occupations to be circulated among the Registered Graduates not less than 10 clear days before the election; the list will be circulated among those graduates whose address are outside the country not less than 20 clear days before the election.

Provided that the list of nominees should be deemed to have been circulated if it is mailed under Certificate of Posting.

Provided further that a Registered Graduate who is not a citizen of Bangladesh shall not be allowed to participate in the election either as a voter as a candidate.

9. All voting shall be by physical presence of voters only. For the purpose of voting there will be as many polling centers as are determined by the Syndicate. The location of such centres will be at any of the Universities of Bangladesh and at any of the head-quarters of the greater district level. The Returning officer will appoint one person, to be called Presiding Officer hereafter, for such centre, and any other officer or officers to conduct the polling.

Every voter shall cast vote by means of a ballot paper which shall be in such form as may be specified by the Returning Officer and which shall be given to him at the Voting Centre/ Centres on production of his identity card issued by the Registrar for the purpose of the election.

10. Votes once recorded cannot be altered, Rubbing and erasing for such a purpose would make a ballot paper invalid.
11. Every voter shall have one vote for each vacancy provided that on voter shall cast more then one vote in favor of one candidate.

Provided that a voter may, If he so likes, withhold casting of one or more of his votes.

12. Voting at centre shall take place under the direction, control and supervision of the Presiding Officer at such hours as the Returning Officer may direct on the date fixed for voting in the notice.
13. Voting shall be by secret ballot, and precautions be taken that the voter gets an unmarked ballot paper and then marks the

ballot paper, so that the marking cannot be observed by any other person, and after marking it he shall fold it and put it in ballot box provided for the purpose.

14. A Ballot Paper shall be invalid if:

- (a) A voter signs his name or writes any word or makes any mark excepting the cross mark (X) on it, in the space prescribed for such mark on the voting paper by which it becomes identifiable;
- (b) no vote is recorded thereon;
- (c) The number of votes recorded thereon exceeds the number of candidates to be elected.

Provided that, if one of the marks is so placed as to render it uncertain as to which candidate it is intended to apply, the mark concerned but not the whole ballot paper shall be invalid on that account.

15 At the close of the voting the Presiding Officer shall count the votes cast for the candidates.

Provided that he may appoint two or more scrutineers for counting the votes.

16. The Presiding Officer shall prepare a report of the votes received by each candidate and the votes held to be invalid, and send the report and the ballot papers to the Returning officer who, on having received the report from all centres, will cause the results of the election to be declared.

The ballot papers as well as the report shall be preserved in sealed packets in the office of the Returning Officer for a period of six months from the date of declaration of the result.

- (i) The Presiding Officer shall have full powers to dispose of all points raised in the course of the polling and his decision shall be regarded as final unless questioned by a petition.
- (ii) No election can be called in question except by an election petition presented in accordance with following provisions:
  - (a) An election petition may be filed within 15(fifteen) days from the date on which the election result is declared.
  - (b) An election petition will lie only when any irregularity has materially affected the election results.
  - (c) Save as otherwise provided the Vice-Chancellor shall dispose of an election petition;
  - (d) The election petition must be submitted to the Registrar who shall supply a copy of the same to each of the contesting candidates fixing a date for

filling a written statement if any within 10 (ten) days.

- (e) After the receipt of the written statement the Vice-Chancellor shall fix a date within seven days for disposal and decide after perusing the records and hearing the parties concerned by a person or a Tribunal constituted by him. The party/parties may be represented by his/their Lawyer or other authorized person before the Tribunal. The decision of the Tribunal shall be final.

17. The Registrar shall declare elected 25 (twenty five) candidates securing, in order of succession, the highest number of valid votes and communicate the same to the Vice- Chancellor;

provided that if at any election two or more candidates secure the same number of votes the choice between such candidates shall be determined by the Returning Officer by drawing of lot. This Provision will however apply only in the case of the twenty fifth position.

18. The results of the election will be notified on the Notice Board of the Office of the Registrar, by the Registrar under order of the Vice-Chancellor.
19. No vacancy caused due to any reason whatsoever shall be filled up during the same term for which the person whose seat has fallen vacant, was elected to the Senate.

### **Appendix-A**

#### **NOMINATION PAPER FOR ELECTION OF REPRESENTATIVES OF REGISTERED GRADUATES TO THE SENATE OF CHITTAGONGUNIVERSITY.**

I Propose Mr. ....  
Regn. No. .... as a candidate for election as a  
Registered Graduate to the Senate under Article 22 (i) (j) of the  
Chittagong University Act, 1973.

Signature in full : .....

Regn. No. ....

Address : .....

.....

.....

.....

Date : .....

I second the above proposal.

Signature in full : .....

Regn. No. ....

Address : .....

.....

.....

.....

Date : .....

I agree to the above proposal.

Signature in full : .....

Regn. No. ....

Address : .....

.....

.....

.....

Date : .....



- STATUTE-15**  
**Statute for establishment of Research Centre**  
**For Historical Studies at the University of Chittagong**  
*(Ratified by the 12<sup>th</sup> Annual Senate meeting held on 29.06.1995)*
1. The University of Chittagong shall, in cooperation with the Government of Bangladesh, establish a Research Centre for Historical Studies as an integral institution of the University of Chittagong with a separate Governing Body.
  2. The name of the Centre shall be “The Centre for Historical Studies” hereafter called the Centre.
  3. Aims and objects of the Centre shall be:
    - (a) to Promote and provide facilities for advanced studies and research on history and culture. History and culture shall include such subjects as Sociology, History, Geography, Politics, Economics, Public Administration, Archaeology, Anthropology, Philosophy, Language and Literature, Art and Music, and other related subjects.
    - (b) to index, collect and preserve records of the District Collect orates and the office of the Commissioners.
    - (c) to undertake research projects in cooperation with public and private organizations under mutual agreements.
    - (d) to help scholars to prepare themselves for M.Phil and Ph. D. degrees within the framework of the University.
    - (e) to provide for advanced and post doctoral research.
    - (f) to cooperate with the relevant departments of the University in research projects.

- (g) to organize seminar, symposium and workshop to further the activities of the “Centre”
- (h) to undertake research activities in cooperation with the government departments like the Department of Archaeology and other bodies like museums etc.
- (i) to work on any other project as may be determined by the Governing Body,
- (j) to publish research journal, bulletin, books etc.

4. The administration and management of the Centre shall vest in a Board of Governors consisting of:

- (a) The Vice Chancellor, Chairman
- (b) The Chairman, Department of History, Ex-Officio
- (c) Professors of the Department of History
- (d) One Professor from each of the following departments.

**Group ‘A’**

- (i) Philosophy
- (ii) Economics
- (iii) Arabic and Persian
- (iv) Law

**Group ‘B’**

- (i) Political science
- (ii) Islamic history and culture
- (iii) Sociology
- (iv) Oriental Languages

**Group ‘C’**

- (i) Public Administration
- (ii) English
- (iii) Fine Arts
- (iv) Bengali

Provided that the departments shall be represented on the Board Of Governors with from Group A or Group B or Group C by yearly rotation beginning Group A. They will be appointed by the Vice-Chancellor.

- (e) Three teachers of the Centre to be elected by the teachers of the Center themselves.
- (f) The Curator of the Chittagong University Museum.
- (g) Two senior historians from other University to be nominated by the Syndicate.
- (h) One nominee of the Academic Council of the University of Chittagong.
- (i) The Director of the Centre, who shall also act Secretary of the Centre .

The term of office of the elected and nominated member shall be three years.

Five members including the Chairman shall form the quorum.

Provided that the nominated and elected members shall remain members until their successors are nominated or elected. Vacancy in any of these categories shall not invalidate the proceedings of the meeting.

5. There will be teaching and supporting staff of the Centre. There shall be no teacher below the rank of Associate Professor. The posts will be created by the Board of Governors within the budget Provisions.
6. Powers and Functions of the Board of Governors:

The Board of Governors shall have general management and superintendence over the affairs of the Centre and

subject to the delegation by the Syndicate of the University of such Administration and financial powers in respect of the Centre as may be necessary for its proper functioning.

The powers of the Board of Governors shall be:

- (a) to consider the annual academic courses and research programmes and the budget estimates prepared by the Director of the Centre.
- (b) to appoint teachers and other staff as may be necessary. Provided that the first Director of the Centre shall be appointed by the Syndicate on the recommendation of the Vice Chancellor for a term of three years from among the Professors of this University.
- (c) to invite scholars to the Centre as Senior Fellows or Visiting Professors either to do research or teaching or to do both.
- (d) to frame, subject to the approval of the Syndicate, such rules and regulations as may be considered necessary for the proper organization and administration of the Centre, and for the proper conduct of its examinations.

Provided that the rules and regulations related to Courses, Examinations and other academic matters, shall go to the Syndicate through the Academic Council.

#### 7. Board of Studies:

There shall be a Board of Studies of the Centre consisting of

- (a) The Director of the Centre - Chairman
- (b) Full time teachers of the Centre
- (c) Two Professors of the University from among the departments mentioned in 4 (b) above to be nominated by the Chairman of the Board of Governors.
- (d) Two Professors from other University of Bangladesh to be nominated by the Chairman of the Board of Governors.

The Board of Studies shall prepare the Courses and Studies and research programmes and frame rules for admissions. The M.Phil and Ph.D Programmes of the Centre, evaluation of dissertations and all other matters relating to the programme shall be governed by the relevant rules and regulations of the University.

Provided that the Academic Council may accept the recommendation of the Board of Studies, or refer back the same once with suggestion for improvements and modifications.

8. Selection Committees:

The Selection Committees for the teachers and other employees shall be constituted in the same way as the Selection Committees of the University for such teachers and other employees.

Provided that the Director of Centre shall also be a member of the Selection Committees for appointment of teachers and he shall be the Chairman of the Selection Committees for appointment of non teaching employees.

9. Recommendations of the Selection Committee:

The recommendations of the Selection Committee shall be placed before the Syndicate through the Board of Governors. In case of disagreement between the Board of Governors and the Selection Committees, the decision of the Syndicate shall be final.

10. The Centre shall have a full time Director with the status of a professor, Associate Professor who shall be appointed by the Vice Chancellor for a period of 3 (three) years from among the professors, Associate Professors of the Centre, by rotation in order of seniority, The Centre shall have adequate number of professors and Associate Professors.

11. The Centre shall have another category of teachers to be known as Senior Fellows and Fellows. Senior Fellows shall be appointed for a specific period from among eminent scholars to pursue research on specific subject and write books. A Senior Fellow shall have the status of a Professor of the University and shall draw salary and other emoluments and shall enjoy other benefits of a University Professor subject to University rules and regulations. The Fellows shall have the status of an Associate Professor and will be appointed for a specific period; they will be appointed to pursue research on specific subject and to act as tutors to the M.Phil and Ph. D. Students.
12. Secondment of teachers of the University:

Teachers of the University not below the rank of Associate professor may be seconded to the centre for a specific period or may be appointed on a part time basis for guiding research or teaching or to do both. An Assistant Professor may be seconded to the Centre to do research if facilities exist.
13. Committee of the Centre:
  - (a) There shall be Planning & Academic Committee consisting of Professors, Associate Professors and Senior Fellows of the Centre.
  - (b) The functions of the Committee shall be to help prepare the budget, organize academic and research Programmes, determine rules for admission, examination and tests, formulate the academic and development activities of the Centre and programs for instituting lectures, make rules for institution of trusts etc, and propose publication Programmes of the Centre.
  - (c) The Director of Centre shall convene a meeting of the Committee at least once a month.

14. Amendment of the Statute :

The statutes may be amended, altered added, to or otherwise revised by the appropriate authorities of the University on the recommendation of the Board of Governors.

## STATUTE-16

### **Statutes for Elections of two Associate Professors, two Assistant Professors and two Lecturers as Members of the Academic Council of the University of Chittagong**

*(Ratified by the 13<sup>th</sup> Annual Senate meeting held on 22-6-2001)*

Election of two Associate Professors, Two Assistant Professors and Two Lecturers, other than Chairman of Departments, by all teachers of the University (vide article 28 (I) (g) of the Chittagong University Act, 1973) for a period of 2 (two) years.

1. There shall be held on a date to be fixed by the Vice Chancellor, the election of two Associate Professors, Two Assistant Professors and Two Lecturers other than Chairman as members of Academic Council by all teachers including Research Fellows to be conducted by the Returning Officer (Registrar of the University shall be the Returning Officer) with the help of the Presiding Officer(s) and scrutineers to be appointed by the Returning Officer.

Provided that this election will not be held during the long vacation of the University.

2. (a) Intimation of the date fixed for the election shall be sent to all concerned teachers of the University (except those who are on leave for more than a month) by the Returning Officer **at least 21 clear days** before the date of election and only those who are teachers on the date of publication of the final voter list shall be entitled to take part in the election. The intimation of the date fixed for the election shall be deemed to have been made if it is received by the office of the Department concerned.
- (b) The Returning Officer shall publish a Provisional Voter's list **within 3 days** of the date of notification of the election and the final Voter's list shall be published **within 7 days** of such notification.



3. Each Associate Professor, Assistant Professor and Lecturer, other than Chairman, desiring to be elected must be nominated by one teacher and seconded by another mentioning their designations in writing in a nomination paper prescribed for this purpose by the Returning Officer.
4. Every Associate Professor, Assistant Professor and Lecturer other than Chairman, desiring to be elected shall, at time of nomination give his consent in writing to such election in the nomination paper to be submitted to the Returning Officer **at lest ten clean days before** the date fixed for the election.
5. An Associate Professor, an Assistant Professor / a Lecturer validly nominated for election may withdraw his candidature by a written and signed request delivered to the Returning Officer **not less than seven clear days before** the date fixed for election.
6. The Returning Officer shall cause a list of the nominees together with their designations to be circulated among the teachers of the University **not less than five clear days before** the election.

Provided that the list will be deemed to have been circulated if it is delivered to the Departments of the University.

7. If the number of nominees after withdrawal does not exceed the number of vacancies, the nominee shall be declared elected to the vacancies after date of withdrawal is over.
8. Every voter shall cast his vote by means of ballot paper prescribed for this purpose by the Returning .Officer.
9. Every voter shall have one vote for each vacancy.
10. Voting shall be by secret ballot.

11. A candidate or his agent appointed by him in writing shall be permitted to be present at the time of counting of votes.
12. At the close of the voting the Returning Officer shall cause counting of the votes cast for the candidates.
13. The Returning Officer shall prepare a report of the votes received by each candidate and the votes held to be invalid. He shall declare the results and communicate the same to the Vice-Chancellor. The ballot papers as well as the report shall be preserved in a sealed packet for a period of six months from the date of election.
14. The Associate Professors / Assistant Professors / Lecturers who secure the highest and second highest number of votes in each category shall be deemed to have been elected.
15. If at any election two or more candidates secure the same number of votes for a single vacancy the choice between such candidates shall be determined by the Returning Officer by lot.
16. The Returning Officer shall have full powers to dispose of all points raised in the course of the election and his decision shall be final.
17. The provisions of this paragraph shall *mutatis mutandis* apply to fill casual vacancies.

**Explanation :**

- (i) For the purpose of this election the term 'Teachers' include Professors, Associate Professors, Assistant Professors, Lecturers, Research Fellows of the teaching departments / Institutes of the University.
- (ii) The teachers who are on leave for less than a month within the country are eligible to vote by sending secret ballot in sealed cover so as to reach the Returning

Officer before the election time is over. They may receive the ballot papers from the Returning Officer either by person or by written request.

**STATUTE-17**  
**Statutes for Elections of one Teacher as Member of the**  
**Finance Committee of the University of Chittagong**  
*(Ratified by the 13<sup>th</sup> Annual Senate meeting held on 22-6-2001)*

Election of a teacher from among the teachers of the University by all teachers themselves (vide article 34 (i) (d) of the Chittagong University Act. 1973 for a Period of 2 (two) years.

1. There shall be held on a date to be fixed by the Vice-Chancellor, the election of a teacher as member of the Finance Committee from among the teachers by all teachers including Research fellows to be conducted by the Returning Officer (Registrar of the University shall be the Returning Officer) with the help of the Presiding Officer(s) and scrutineers to be appointed by the Returning Officer.

Provided that this election will not be held during the long vacation of the University.

2. (a) Intimation of the date fixed for the election shall be sent to all the teachers of the University (except those who are on leave for more than a month) by the Returning Officer at least 21 clear days before the date of election and only those who are teachers on the date of publication of the final voters' list shall be entitled to take part in the election. The intimation of the date fixed for the election shall be deemed to have been made if it is received by the office of the Department concerned.

- (b) The Returning Officer shall publish a provisional voters' list within 3 days of the date of notification of the election and the final voter's list shall be published within 7 days of such notification.
3. Each teacher desiring to be elected must be nominated by one teacher and seconded by another mentioning their designations in writing in a nomination paper prescribed for this purpose by the Returning Officer
  4. Every Teacher desiring to be elected shall at the time of nomination give his consent in writing to such election in the nomination paper to be submitted to the Returning Officer at least ten clean days before the date fixed for election.
  5. A teacher validly nominated for election may withdraw his candidature by a written and signed request delivered to the Retraining Officer not less than seven clear days before the date fixed for election.
  6. The Returning Officer shall cause a list of the nominees together with their designations to be circulated among the teachers of the University not less than five clear days before the election.
  7. If the number of nominees after withdrawal does not exceed one the nominee shall be deemed to have been elected as member of the Finance Committee.
  8. Every voter shall cast his vote by means of ballot paper prescribed for this purpose by the Returning .Officer.
  9. Every voter shall have one vote for each vacancy.
  10. Voting shall be by secret ballot.
  11. A candidate or his agent appointed by him in writing shall be permitted to be present at the time of counting of votes.
  12. At the close of the voting the Returning Officer shall cause counting of the votes cast for the candidates.

13. The Returning Officer shall prepare a report of the votes received by each candidate and the votes held to be invalid. He shall declare the results and communicate the same to the Vice-Chancellor. The ballot papers as well as the report shall be preserved in a sealed packet for a period of six months from the date of election.
14. The teacher who secures the highest number of votes shall be deemed to have been elected.
15. If at any election two or more candidates secure the same number of votes, the choice between such candidates shall be determined by the Returning Officer by lot.
16. The Returning Officer shall have full powers to dispose of all points raised in the course of the election and his decision shall be final.
17. The provisions of this paragraph shall *mutatis mutandis* apply to fill casual vacancies.

**Explanation :**

- (i) For the purpose of this election the term Teachers included Professors, Associate Professors, Assistant Professors, Lecturers, Research Fellows of the teaching departments Institutes of the University.
- (iii) The teachers who are on leave for less than a month within the country are eligible to vote by sending secret ballot in sealed cover so as to reach the Returning Officer before the election time is over. They may receive the ballot Papers from the Returning Officer either by person or by written request.

## **STATUTE-18**

### **Statutes for Elections of Deans of Faculties of the University of Chittagong**

*(Ratified by the 13<sup>th</sup> Annual Senate meeting held on 22-6-2001)*

Election of Dean of a Faculty from among the Professors and Associate Professors by all teachers belonging to the Departments within the Faculty (vide article 30(6) of the Chittagong University Act, 1973) for a period of two years.

1. There shall be held, on a date to be fixed by the Vice-Chancellor, the election of a Dean of a Faculty from among the Professors and Associate Professors by all teachers including Research Fellows belonging to the Faculty to be conducted by the Returning Officer (Registrar of the University shall be the Returning Officer) with the help of Presiding Officer (s) and Scrutineers to be appointed by the Returning Officer.

Provided that this election will not be held during the long vacation of the University.

2. (a) Intimation of the date fixed for the election shall be sent to the teachers (except those who are on leave for more than a month belonging to the Faculty by the Returning Officer at least 21 clear days before the date of election. Only those who are teachers belonging to the Faculty on the date of publication of the final voters' list shall be entitled to take part in the election. The intimation of the date fixed for election shall be deemed to have been made if it is received by the office of the Department within the Faculty.
- (b) The Returning Officer shall publish a provisional voters list within 3 days of the date of notification of the election and the final voters list shall be published within 7 days of such notification.

3. Each Professor / Associate Professor desiring to be elected must be nominated by one teacher and seconded by another mentioning their designations in writing in a nomination paper prescribed for this purpose by the Returning Officer.
4. Every Professor / Associate Professor desiring to be elected shall at the time of nomination, give his consent in writing to such election in the nomination paper to be submitted to the Returning Officer at least ten clear days before the date fixed for election.
5. A Professor/ Associate professor validly nominated for election may withdraw his candidature by a written and signed request delivered to the Returning Officer not less than seven clear days before the date fixed for election.
6. The Returning Officer shall cause a list of the nominees together with their designations to be circulated among the teachers of the Faculty not less than five clear days before the election.  
Provided that the list will be deemed to have been circulated if it is delivered to the Department, within the Faculty.
7. If the number of nominees after withdrawal does not exceed one, the nominee shall be deemed to have been elected Dean of the relevant Faculty.
8. Every voter shall cast his vote by means of ballot paper prescribed for this purpose by the Returning Officer.
9. Every voter shall have one vote for each vacancy.
10. Voting shall be by secret ballot.
11. A candidate or his agent appointed by him in writing shall be permitted to be present at the time of counting of votes.
12. At the close of the voting the Returning Officer cause counting of the votes cast for the candidates.
13. The Returning Officer shall prepare a report of the votes received by each candidate and the votes held to be



invalid. He shall declare the results and communicate the same to the Vice-Chancellor. The ballot Papers as well as the report shall be preserved by the Returning Officer in a sealed packet for a period of six months from the date of election.

14. The Professor / Associate Professor who secures the highest number of votes shall be deemed to have been elected.
15. If at any election one or more candidates secure the same number of votes, the choice between such candidates shall be determined by the Returning Officer by lot.
16. The Returning Officer shall have full powers to dispose of all points raised in the course of the election and his decision shall be final.
17. The provisions of this paragraph shall *mutatis mutandis* apply to fill casual vacancies.

**Explanation:**

- (i) For the purpose of election the term 'teachers' include Professors, Associate professors, Assistant Professors, Lecturers, Research Fellows of the teaching Departments / Institutes within the faculty of the University.
- (ii) The teachers who are on leave for less than a month within the country are eligible to vote by sending secret ballot in sealed cover so as to reach the Returning Officer before the election time is over. They may receive the ballot papers from the Returning Officer either by person or by written request.

## **STATUTE-19**

### **Statute for Establishment of the Institute of Modern Languages (IML)**

[২৯-০৬-২০০৫ তারিখে অনুষ্ঠিত সিনেটের ১৭তম বার্ষিক সভার ৪ নম্বর সিদ্ধান্তে অনুসমর্থিত]

1. The University of Chittagong shall establish an Institute of Modern Languages as a constituent institution with a separate Board of Governors under the Faculty of Arts. 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 provide teaching, training and guidance in order to prepare candidates for the Certificates of Proficiency, Diplomas of Arts in Modern Languages, and for such other Diplomas and Degrees that may be decided upon by the University;
  - (b) to promote and to provide facilities for the study of Modern Languages, such as Arabic, Bengali and its standard varieties, English, Persian, Urdu, Burmese, Chinese, French, German, Hindi, Indonesian, Italian, Japanese, Malaya, Nepalese, Russian, Singhalese, Spanish, Swahili, Korean, Kanari, Telegu, Tamil, Thai, Turkish and Tribal (Ethnic groups) Languages in Bangladesh and such other courses like Museology, Study of Archives, etc. which may be decided by the University;
  - (c) to provide and to arrange, if necessary, teaching of courses in the English language in any department/Institute / Center of Chittagong University with its own teaching staff or/and with Part time teachers to be invited from within the University;

- (d) to offer Courses and Degrees in English Language Teaching (ELT), to provide such other services and facilities for training and advanced studies & research as may meet the needs of linguistic scholars, foreign services personnel and others;
  - (e) to offer such courses which will not duplicate those offered by the Departments of Bengali, English, Arabic, Islamic Studies and Oriental Languages in Chittagong University;
  - (f) to advise the government and other agencies the formulation of policies regarding languages;
  - (g) to organize symposia, seminars and conferences on languages;
  - (h) to publish books, bulletins, journals, reports etc. on languages;
  - (i) to provide facilities for study, training and research in linguistics, dialects and tribal languages and
  - (j) to offer courses in Bengali language and its dialects to the foreigners and others.
3. The management of the Institute shall be vested in Board of Governors, i. e. the Governing Body, consisting of:
- (i) the Vice-Chancellor Chairman
  - (ii) the Pro-Vice-Chancellor Vice-Chairman
  - (iii) the Dean of the Faculty of Arts, C.U. Member
  - (iv) one Dean of the Faculties  
of Science, Commerce, Social  
Sciences, Law and Biological  
Science by rotation; Member
  - (v) the Director of the Institute of  
Modern Languages,  
Chittagong University. Member-Secretary
  - (vi) two teachers of the Institute in order of  
seniority, but not below the rank of an

Assistant Professor by rotation.	Member
(vii) The Chairman of the Departments of Bengali, English, Arabic, Islamic Studies & Oriental Languages	Member

4. The term of office of the appointed/nominated and elected members of the Governing Body shall be three years but they shall continue in office till their successors enter upon the office. The term of the of the Dean under clause 3(iii) & 3(iv) shall be two years but he/she shall continue of in office till his/her successor enters upon office.
5. (i) One-third of the members including the Director shall form the quorum for the meetings of the Governing Body.  
(ii) The Board of Governors shall ordinarily meet at least once in six months and report their proceeding to the Syndicate.
6. The Governing Body shall have the following powers-
  - (a) to consider the annual budget estimates of the Institute as proposed by the Director and to approve, reject or refer it back to the Director for such modifications as the Board of Governors may suggest;
  - (b) to frame such rules and regulations relating to the Institute's Courses of Studies, programmes, examinations and other academic matters as may be considered necessary for proper and efficient organization, management and administration of the Institute provided that such rules and regulations are approved by the Syndicate on the recommendations of the Academic Council.
  - (c) to propose for creation of teaching, administrative, technical, ministerial and other posts;

- (d) Subject to the approval of the Syndicate to receive and accept any and all bequests, donations and grants from individuals or organizations and to use such funds for the benefit of the Institute;
  - (e) To perform such other acts as may be necessary for the development of the Institute with proper approval of the Syndicate.
7. There shall be Selection Boards for making recommendations for appointment of teachers of the Institute as constituted under Section-5 of the First Statutes of the Chittagong University Act, 1973 with the following substitutions in Sub-clause 5 (2) (c) to be read as “Director of the Institute” in place of “The Chairman of the Department.”
8. There shall be a Selection Committee for the appointment of officers of the Institute.
- (a) The Committee shall consist of :
    - (i) The Chairman of the Governing Body; -Chairman
    - (ii) The Pro Vice-Chancellor; -Member
    - (iii) The Director of the Institute -Member
    - (iv) One Member of the Syndicate to be nominated by the Syndicate -Member
    - (v) Two experts to be nominated by the Governing Body -Members.
  - (b) The term of office of the nominated members shall be three years.

9. The Director of the Institute and two senior teachers of the Institute shall select persons for appointment as Class III and IV employees of the Institute.
10. **Director of the Institute:** The Director of the Institute shall be appointed by the Vice-Chancellor for a period of three years from among the teachers, not below the rank of an Assistant Professor of the Institute by rotation in order of seniority.

**Explanation:** For the purpose of Directorship, seniority means seniority in rank and status and not seniority in age or length of service only and when two persons are of equal rank and status, the seniority between them shall be determined with reference to the length of service in the same rank and status and the rotation shall begin with the senior most teacher of the highest category for the time being available.

11. The courses and syllabi of the Institute as well shall be prescribed by the Academic Council which shall take into consideration such recommendations and proposal as may be submitted by the Committee of Courses and Studies of the Institute.
12. There shall be a Committee of Courses and Studies in the Institute of Modern Languages:
  - (a) The Committee shall consists of the following members:-
    - (i) The Director of Institute -Chairman
    - (ii) Six teachers of the Institute  
in order of seniority -Members
    - (iii) One external expert from  
a PublicUniversity -Member
  - (b) The tenure of the Committee shall be two years.
  - (c) The Committee of Courses and Studies shall prepare Syllabuses for various courses of studies and panel of examiners.

- (d) The Committee of Courses and Studies will also deal with such academic matters as may be referred to by the Board of Governors or the Academic Council.

13. Planning and Academic Committees:

- (a) The Institute shall have two committees, namely:
  - (i) The Planning Committee
  - (ii) The Academic Committee

**Composition and function of the Planning Committee**

1. The Planning Committee shall consist of one-third of the total number of full time teachers in order of seniority with a minimum of three. If this one-third does not include the Director of the Institute and representatives from all categories of teachers then the Director and the senior most teachers of the unrepresented category / categories shall also be included in the Planning Committee in addition to the number specified. For calculating the total number of teachers those who are on leave for a period exceeding six months will not be taken into account and in calculating one-third any fraction should be rounded as one. The Director of the Institute will be the ex-officio Chairman of Committee.
2. Half of the members shall form the quorum.
3. At least three days' notice shall be given for all ordinary meetings and one day's notice for all urgent meetings of the Planning Committee. When in the opinion of the Director an immediate meeting is necessary every member of the Committee shall receive a notice of the meeting in time to enable him to attend the meeting. A meeting shall be called by the Director when requisitioned by one-third members of the Committee.

4. The proceedings of each meeting of the Planning Committee shall have to be circulated among the members of the Committee on or before the next meeting of the Committee.
5. If any member/ members does / do not agree with the decision of the majority members he/ she can get his/her dissenting decision recoded in the proceedings.

**The functions of the Planning Committee shall be as follows:**

- 1) The Planning Committee shall recommend appropriate measures for the expansion of the institute. These measures will include:-
  - (a) The proposal for creation of new posts in the Institute (teaching and non-teaching) and filling up of sanctioned posts / temporary vacancies in the Institute.
  - (b) Upgrading, confirmation and increments for teachers of the Institute in recognition of specific professional achievements.
  - (c) Preparation of schemes and disbursement of funds for research project / activities in the Institute. The teachers of the Institute shall not undertake research project(s) or hold seminars with external financial grant without a prior approval of the Planning Committee.
  - (d) Proposals for any ad-hoc and part-time appointment/extension of such appointment shall be sent by the Director with the recommendation of this Committee.
  - (e) The Planning Committee will determine the fields/branches/areas in which appointments of teachers are to be made.



The Director of the Institute shall place before this Committee all the applications for any post in the Institute received from the Registrar. The Committee shall scrutinize the applications and prepare a detailed statement including qualifications, teaching experience, publications etc. of the candidates in the light of the advertisement and forward the statement to the Registrar. The reasons for rejection of any application shall be explained in detail in the statement. In case the Vice-Chancellor does not agree with the Planning Committee's recommendations, the matter shall be referred back to the Planning Committee with his opinion for reconsideration. If, in the process of reconsideration, the concerned Planning committee does not agree with the Vice-Chancellor, the decision of the Syndicate thereon shall be final.

- 2) The Planning Committee shall nominate candidates from the teaching staff for Scholarships / Fellowships, Short Training, Seminars and Conferences when such nominations are sought from the Institute.
- 3) The Planning Committee shall recommend the names of the experts and members of Selection Board for appointment of all categories of teachers.
- 4) All applications for study leave, the extension of study leave and all other leave concerning higher studies shall be channelled through the Planning Committee.
- 5) Any complaint regarding non-performance of academic duties by any teacher of the Institute shall be placed by the Director before the Planning Committee for recommending appropriate remedial measures.

**Formation and Function of the Academic Committee :**

- 1) The Academic Committee shall consist of all full time teachers of the Institute, excluding those on leave exceeding six months.
- 2) The Director of the Institute shall function as ex-officio Chairman of Committee.
- 3) Half of the members shall form the quorum for a meeting of the Academic Committee.
- 4) At least 3 days, notice shall be given for all ordinary meetings and one day's notice for all urgent meetings of the Academic Committee. When in the opinion of the Director an immediate meeting is necessary, every member of the Committee shall receive a notice of the meeting in time to enable him / her to attend the meeting. A meeting shall be called by the Director when requisitioned by 50% members of the Committee.
- 5) The Academic Committee shall deal with all matters relating to admission of students in the Institute subject to such guidance and advice as may be given by the appropriate Authority.

**Examination :**

**6) The Academic Committee**

- i) shall recommend the formation of the Examination Committees;
- ii) shall recommend the formation of the Committee of Courses and Studies as per provision laid down in the First Statutes;
- iii) shall deal with matters relating to annual examination, terminal examinations, promotion and any other examinations which may be conducted by the Institute;
- iv) shall prepare a panel of paper-setters and examinations for considerations of the Committee of Courses.

7) **Teaching in the Institute:**

The Academic Committee shall prepare the class routine and review it from time to time and shall deal with scholarships, stipends of students and such other matters connected with teaching in the Institute.

8) **Co-curricular activities of the students in the Institute:**

The Academic Committee shall deal with co-curricular activities of students including study tour, excursion, seminars, games and sports and cultural activities in the institute.

9) **The Academic Committee shall nominate a list of teachers from which a member / members will be selected to inspect Colleges or to work in the Vigilance Team.**

10) **The lists of books to be bought for the Seminar and the Central Library of the University shall be prepared by the Academic Committee. The Central Library shall not procure any book or journal out of the funds allocated to Institute without their prior approval.**

15. **The statute may be amended, altered, added to or otherwise revised and when considered necessary on the recommendation of the Board of Governors of the Institute and through approval of the Syndicate and Senate.**

**STATUTE-20**  
**Statute regarding the Institute of Education, Research**  
**(IER)**

[২৯-০৬-২০০৫ তারিখে অনুষ্ঠিত সিনেটের ১৭তম বার্ষিক সভার ৫ নং সিদ্ধান্তে  
অনুমোদিত]

1. The University of Chittagong shall establish an Institute of Education, Research and Training as a constituent institution with a separate Governing Body under the Faculty of Arts.
2. The aims and objectives of the institute shall be:
  - a) to offer courses, teaching, training, and research guidance in order to prepare candidates for B. Ed., B.A (Hons) in Education, Masters in Education, M.Phil, Ph.D. and other higher degrees in education;
  - b) to offer courses for further study for those already qualified for teaching;
  - c) to provide services for those concerned with higher education in the University teaching departments;
  - d) to promote and to provide facilities for advanced study and research in all areas of education-primary, secondary, higher secondary and above;
  - e) to run projects and programs for experimental (a type of educational research), survey and other types of educational research including action research as a continuous process. The IERT in Chittagong University would require to have its own set up for primary, secondary and higher secondary education. For undergraduate and post-graduate levels, the University of Chittagong with all its disciplines shall be treated as an

open laboratory for practice, research, teaching and training.

**3. The management of the institute shall be vested in a Governing Body consisting of the following members:**

- i) The Vice-Chancellor : Chairman
- ii) The Pro Vice-Chancellor : Vice-Chairman
- iii) Deans of the Faculties  
of Science, Arts, Social  
Sciences, Business Administration,  
Law and Biological Sciences : Member
- iv) The Director of the IERT, C.U. : Member-Secretary
- v) The Director of the IER, D.U. : Member
- vi) One member of the  
Syndicate to be nominated  
by the Syndicate : Member
- vii) One member of the  
Academic Council to be nominated  
by the Academic Council : Member
- viii) The Chairman, Board  
of Intermediate and Secondary  
Education, Chittagong : Member
- ix) The Principal, Teachers'  
Training College, Chittagong. : Member
- x) Two teachers of the Institute in  
order of seniority by rotation  
up to Associate Professor : Members

4. The term of the office of the members shall be for three years but they shall continue in office till their successors enter upon the office. The terms of office of the Dean under clause iii shall be two years but he / she shall continue in office till his / her successor enters upon the office.

5.
  - i) One-third of the members including the Director shall form the quorum for the meetings of the Governing Body.
  - ii) The Governing Body shall ordinarily meet at least once in 6 months and report the proceedings to the Syndicate for approval.
6. **The Powers and Duties of the Governing Body shall be the following:**
  - i) to consider the annual academic and research programs and budget estimate of the Institute prepared by the Director for such modifications as it may suggest;
  - ii) to appoint the teachers and other officers of the Institute on the recommendation of the Selection Committee as constituted under Section 7 and to determine the terms and conditions of their service;
  - iii) to frame such rules and regulations as may be considered necessary for the proper organization and administration of the Institution;
  - 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 them as and when considered necessary;
  - v) to receive and accept any bequests, donations, grants or any other funds and assets from individuals or organizations and to use such funds and assets for the benefits of the institute; and
  - vi) to plan for construction of separate buildings, both academic and administrative, and separate dormitories

for the institute's students, as well as housing for faculty members and staff.

7. There shall be Selection Boards for making recommendations for appointment of teachers of the Institute as constituted under Section-5 of the first statute of the Chittagong University Act, 1973 with the following substitutions in-sub-clause 5 (2) (c) to be read as "Director of the Institute" in place of "The Chairman of the Department".
8. There shall be a Selection Committee for the appointment of officers of the Institute.
  - a) **The Committee shall consist of:**
    - i) The Chairman, Governing Body : Chairman
    - ii) The Pro-Vice Chancellor : Member
    - iii) The Director of the Institute : Member
    - iv) One member of the Syndicate  
to be nominated by the Syndicate : Member
    - v) Two experts to be nominated  
by the Governing Body : Members
  - b) The terms of office of the nominated members shall be three years except Director.
9. The Director of the Institute and senior most teacher of the Institute will select persons for appointment as class III and IV employees of the Institute
10. **Director of the Institute:** The Director of the Institute shall be appointed by the Vice-Chancellor for a period of three years from among the teachers of the Institute, not below the rank of an Assistant Professors by rotation in order of seniority.

**Explanation:**For the purpose of Directorship, seniority means seniority in rank and status and not seniority in age or length of service only. When two persons are of equal rank and status, the seniority between them shall be determined with reference to the length of service in the same rank and status. The rotation shall begin with the senior most teacher of the highest category for the time being available.

11. a) **There shall be a Committee of Courses & Studies in Education constituted by the Governing Body. It shall consist of the following:**

- i) The Director of the Institute : Chairman
- ii) The Dean of the Faculty of Arts : Member
- i) One Dean of the Faculties of Social Sciences, Science, Business Administration, Law and Biological Sciences by rotation : Member
- iv) Six senior teachers of the Institute excluding the Director : Members
- v) The principal of the Teachers' Training College. Chittagong. : Member
- vi) The Directors of the IER.D. U. & R. U. : Members

The courses and syllabi of the Institute shall be prepared by the Committee of Courses & Studies, which shall pass through the Faculty and the Academic council.

- b) 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.**



- c) The term of office the Dean under clause (iii) shall be two years but he/she shall continue in office till his/her successor enters upon the office.

## **12. Planning and Academic Committees.**

The Institute shall have two committees, namely:

### **i) The Planning Committee**

### **ii) The Academic Committee**

#### **A. Composition and function of the Planning Committee**

- (1) (a) The Planning committee shall consist of one-third of the total number of full time teachers in order of seniority with a minimum of three. If this one-third does not include the Director of the Institute and representative from all categories of teachers then the Director and the senior most teacher(s) addition to the number specified. For calculating the total number of teachers those who are on leave for a period exceeding six months will not be taken into account and in calculating one-third any fraction should be rounded as one. The Director of the Institute will be the ex-officio Chairman of the Committee.
- (b) Half of the members shall form the quorum.
- (c) At least three day's notice shall be given for all ordinary meetings and one day's notice for all urgent meetings of the Planning Committee. When in the opinion of the Director an immediate meeting is necessary every member of the committee shall receive a notice of the meeting in time to enable him to attend the meeting. A meeting shall be called by the Director when requisitioned by the one-third members of the Committee.

- (d) The proceedings of each meeting of the Planning Committee shall have to be circulated among the members of the Committee on or before the next meeting of the Committee.
- (e) If any member / members does / do not agree with the decision of the majority members he / she can get his/her dissenting decision recorded in the proceedings.

**2. The functions of the Planning Committee shall be as follows:**

- i) The Planning Committee shall recommend appropriate measures for the expansion of the institute. These measures include:-
  - a) The proposal for creation of new posts in the Institute (teaching and non-teaching) and filling up of sanctioned posts / temporary vacancies in the Institute.
  - b) Upgrading, confirmation and increments for teachers of the Institute in recognition of specific professional achievements.
  - c) Preparation of schemes and disbursement of funds for research project / activities in the Institute. The teachers of the Institute shall not undertake research project(s) or hold seminars with external financial grant without a prior approval of the Planning Committee.
  - d) Proposals for any ad-hoc and part-time appointment /extension of such appointment shall be sent by the Director with the recommendation of this Committee.
  - e) The Planning Committee will determine the fields/ branches / areas in which appointments of teachers are to be made.

The Director of the Institute shall place before this Committee all the applications for any post in the Institute received from the Registrar. The Committee shall scrutinize the applications and prepare a detailed statement including qualifications, teaching experience; publications etc. of the candidates in the light of the advertisement and forward the statement to the Register. The reasons for rejection of any application shall be explained in detail in the statement. In case the Vice-Chancellor does not agree with the Planning Committee's recommendation, the matter shall be referred back to the Planning Committee with his opinion for reconsideration. If, in the process of reconsideration, the concerned Planning Committee does not agree with the Vice-Chancellor, the decision of the Syndicate thereon shall be final.

- (ii) The Planning Committee shall nominate candidates from the teaching staff for Scholarship / Fellowships, Short Training, Seminars and Conferences when such nominations are sought from the Institute.
- (iii) The Planning Committee shall recommend the names of the experts and members of Selection Board for appointment of all categories of teachers.
- (iv) All applications for study leave, the extension of study leave and all other leave concerning higher studies shall be channeled through the Planning Committee.
- (v) Any complaint regarding non-performance of academic duties by any teacher of the institute shall be placed by the Director before the Planning Committee for recommending appropriate remedial measures.

**B. Formation and Functions of the Academic Committee:**

- (1) The Academic Committee shall consist of all full time teachers of the Institute, excluding those on leave exceeding six months.
- (2) The Director of the Institute shall function as ex-officio Chairman of the Committee.
- (3) Half of the members shall form the quorum for a meeting of the Academic Committee.
- (4) At least 3 days' notice shall be given for all ordinary meetings and one day's notice for all urgent meetings of the Academic Committee. When in the opinion of the Director an immediate meeting is necessary, every member of the Committee shall receive a notice of the meeting in time to enable him / her to attend the meeting. A meeting shall be called by the Director when requisitioned by 50% members of the Committee.
- (5) The Academic Committee shall deal with all matters relating to admission of students in the Institute subject to such guidance and advice may as be given by the appropriate Authority.

**Examination:**

**(6) The Academic Committee**

- i) shall recommend the formation of the Examination Committee,
- ii) shall recommend the formation of the Committee of Courses and Studies as per provision laid down in the First Statutes;
- iii) shall deal with matters relating to annual examination, terminal examinations, promotion and any other examinations which may be conducted by the Institute;
- ii) shall prepare a panel of paper-setters and examiners for consideration of the Committee of Courses.

**(7) Teaching in the Institute :**

The Academic Committee shall prepare the class routine and review it from time to time and shall deal with scholarships, stipends and such other matters connected with teaching in the Institute.

- (8) **Co-curricular activities of the students in the Institute:**  
The Academic Committee shall deal with co-curricular activities of students including study tour, excursion, seminars, games and sports and cultural activities in the Institute.
- (9) The Academic Committee shall nominate a list of teachers from which a member / members will be selected to inspect Colleges or to work in the vigilance team.
- (10) The lists of book to be bought for the Seminar and Central Library of the University shall be prepared by the Academic Committee. The Central Library shall not procure any book or journal out of the funds allocated to institute without their prior approval.

### **13. Teaching Staff:**

- i) There shall be an adequate number of teachers of the categories of Professors, Associate Professors, Assistant Professors and Lecturers.
- ii) The Institute may have another category of teachers to be known as Visiting Professors and Fellows who shall ordinarily be drawn from among scholars. A Senior Fellow shall have the status of a Professor of the University while a Fellow shall have the status of an Associate Professor depending upon his / her qualifications and experience. The Governing Body may recommend to the Syndicate to offer an eminently qualified person for a Visiting Professorship/ Fellowship

/in the Institute on such terms and conditions as it may determine.

#### **14. Secondment of teachers of the University:**

Teachers not below the rank of Associate Professor may be seconded to the Institute for a particular period of time in order to guide research or teach or to do both.

##### **Secondment will be of two kinds:**

- a) Full time secondment : In this case, a teacher shall draw his/her salary from the Institute for the entire period for which he/she will be seconded.
- b) Part time secondment : In this case, the teacher concerned will remain attached to his/her own department and he/she will receive part-time allowance as per University rules. A teacher, may however, be seconded with prior permission of his/her department to the Institute for his/her own research work (not leading to any higher degree) keeping his/her full time attachment to the department intact.

#### **15. Laboratory for Practice Teaching & Research:**

- a) The teaching departments of the University of Chittagong will be an open laboratory for educational research, for both survey and experimental research of this Institute. A research student in consultation with his/her research supervisor in the Institute may pursue, if necessary, research in any teaching department of Chittagong University, but the program must be finalized in consultation with the department concerned.
- b) The Primary, Secondary and Higher Secondary levels of education under ChittagongUniversityCollege will be a

laboratory for research and practice teaching of the teachers, students and scholars of the Institute. The ChittagongUniversityCollege will be considered a part of the Institute and its recurrent and development budgets will be a part of the annual budget of the Institute.

**16. Amendment of the Statutes:**

The Statute can be amended, altered, added to or otherwise as and when necessary on the recommendation of the Governing Body through Syndicate and Senate.

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**STATUTE – 21**  
**Statutes regarding establishment of the**  
**Institute of Fine Arts**  
**University of Chittagong.**

In exercise of the powers conferred by clause (e) of section 40 of the Chittagong University Act, 1973 (Act XXXIII of 1973), the Syndicate of the University of Chittagong is pleased to make the following statute.

- 1. The University of Chittagong has established an Institute of Fine Arts at Chittagong as a constituent institution within the Faculty of Arts with a separate Governing Body.**

1.1. The Institute of Fine Arts is established on October 25, 2009 (Vide Resolution No. 86, Syndicate No. 462), through merging the Department of Fine Arts, University of Chittagong and the erstwhile Government Art College, Chittagong and the aforesaid college has been handed over to the authorities of the University of Chittagong by the Director General, Higher Education Directorate, on behalf of Ministry of Education, Government of the Peoples' Republic of Bangladesh, ( No. শাঃ১৮/৫ চঃবিঃ-৬/৯১(অংশ-২)/৩০২, তারিখ ২৮-৬-২০১০ ইং এবং ওএম-১০৬সি-১/২০০৯/১৩২৯০/১৩, তারিখ ০২-০৮-২০১০ ইং ) with all its assets, funds, rights,



interests, properties etc. and all its teachers (except the teachers of non-Fine Arts subjects) and all other employees who have opted to join the University of Chittagong, as a constituent Institute of the University on the basis of the Government resolution No. শিম/শাঃ১৫/৫ইউ-৬/৯১/(অংশ-২)/৪৫ শিক্ষা dated ৩-১১-১৯৯৯ ইং published in the Bangladesh Gazette Extraordinary Number.

1.2. The service of the aforesaid teachers, officers and other employees of the Government Art College, Chittagong (excluding those who has retired before October 25, 2009), shall be deemed to be in the University service from the date of their joining the said college in a continuous full-time paid post and shall be counted towards 'qualifying service' within the meaning of Statute named **Chittagong University Employees' Pension/Gratuity Statutes**(Statute No. 5) of the University and for this, notwithstanding the provisions of section 11 of the aforesaid Statutes of the University and they shall be required to pay 10% (ten percent) of the salary drawn by them for the period from the Government to the University of Chittagong.

1.3 Subject as aforesaid and to the provisions of the Order, the Statutes

and the Ordinances, the aforesaid teachers, officers and other employees of the Institute shall be entitled to the same benefits with respect to retirement, pension, gratuity, benevolent fund and group insurance etc. as enjoyed by the teachers, officers and other employees of the University in the corresponding grades.

Provided that, in case their contribution to the Provident Fund, Benevolent Fund and Group Insurance Fund during the period of their service under the Government fall short of the prescribed rates of the University, the deficit amounts shall be recovered from their monthly salary bills with immediate effect.

**2. The aims and objects of the Institute are :-**

2.1.To provide and promote facilities for undergraduate, graduate and post graduate studies and research in different branches of Fine Arts (Visual Arts).

- 2.2. To provide teaching, training and guidance in order to prepare candidates for the Degree of Bachelor of Fine Arts (B.F.A.), Master of Fine Arts (M.F.A.), Postgraduate Diploma in Fine Arts, M. Phil. and Ph.D. degrees in Fine Arts and to conduct certificate course and workshops in Fine Arts of the University.
- 2.3. To provide guidance to the artist engaged in teaching Fine Arts.
- 2.4. To provide guidance to the artist engaged in creative/professional work, or artists working in different organizations through short courses and workshops.
- 2.5. To undertake research on arts/crafts/design.
- 2.6. To promote and popularize Arts and Crafts activities and aesthetic consciousness through organizing exhibitions, seminars, symposia, and conferences.
- 2.7. To explore and develop indigenous traditions and materials of Arts, Crafts and Design along with the form, technique, styles and materials used in the creation of works of arts at both national and international levels.
- 2.8. To publish books, bulletins, journal, reports, etc. in Fine Arts.
- 2.9. To perform such other functions as may facilitate the attainment of the objects of the Institute.

**3. The management of the Institute shall be vested in a separate Governing Body.**

(a) The Governing Body shall consist of :

- (i) The Vice-Chancellor - Chairman
- (ii) The Pro Vice-Chancellor - Member
- (iii) Two members to be nominated by the Chancellor from amongst the well-known artists of the country.
- (iv) Secretary, Ministry of Sports and Culture or his/her representative not below the rank of Joint Secretary.
- (v) Two members from the teachers of the Institute of Fine Arts to be nominated by the Vice-Chancellor in order of seniority by rotation.
- (vi) Two nominees of the Faculties one each from the Faculty of Arts and Faculty of Social Science to be nominated by respective faculties from amongst its members.
- (vii) One representative each of the Syndicate, the

Academic Council and of the Finance Committee to be nominated by respective bodies of the University.

(viii) The Director of the Institute will act as Member Secretary.

(b) The term of office of the elected/nominated/appointed members shall be two years.

(c) One third of the total number of members including the Chairman shall form the quorum for the meetings of the Governing Body.

**4. The Governing Body shall have the following administrative and financial powers subject to the approval of the Syndicate :-**

(a) To consider annual budget of the Institute as submitted by the

Director and approve with modifications where necessary.

(b) To frame such rules and regulations as may be considered necessary

for proper and efficient organization, management and

administration of the Institute provided that the rules and regulations

are approved by the Syndicate.

(c) To propose for the creation of teaching, administrative, technical, ministerial and other post on

temporary/permanent basis and to  
abolish or suspend any of them as  
and when necessary subject to the  
approval of the Syndicate<sup>1</sup>  
(d) 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, provided that in such cases prior  
approval of the Syndicate shall be  
necessary.  
(e) To perform such other acts as may be  
necessary for the advancement  
of the Institute with prior approval  
of the Syndicate.

**5. There shall be Selection Boards for  
making recommendations for  
appointment of teachers of the  
Institute as constituted under section 5  
of the First Statute of the University  
of Chittagong, University Act, 1973  
with following substitutions in the  
sub-clause 5 (2) to read as “Director  
of the Institute” in place of “The  
Chairman of the Department”.**

**6. (a)** There shall be a Selection Committee  
for the appointment, promotion  
and upgradation of officers of the  
Institute. The composition of the  
Committee shall be similar to that of  
appointment, promotion and

upgradation of other officers of the University.

(b) There shall be a Selection Committee for the appointment, promotion and upgradation of staffs (Class III and IV employees) of the Institute. The composition of Committee shall be similar to that of appointment, promotion and upgradation of other staffs (Class III and IV employees) of the University. Additionally, an expert member nominated by the Planning Committee of the Institute shall be included in the Selection Committee.<sup>2</sup>

<sup>1-2</sup> .Amended and ratified by the 25<sup>th</sup> Senate meeting held on 05.07.2013.

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

**7. Appointment of the Director :** The Vice-Chancellor shall appoint the Director of the Institute from among the teachers of the Institute not below the rank of Assistant Professor for a period of 3 (three) years in order of seniority by rotation.

**Explanation:**

Since the Institute of Fine Arts has come into existence as a result of merger of the Department of Fine Arts, University of Chittagong, and

Government Art College, Chittagong,  
the present Chairman, Department  
of Fine Arts will become the first  
Director, the Institute of Fine Arts for a  
period of 3 (three) years from the date  
she/he has taken over the charge  
of Director of the Institute.

**8. The Institute shall have the option to engage trained personnel as and when such contingency arises.** Such persons shall be deemed as teachers  
of the University. Their rank and status shall be determined by the  
Syndicate in consonance with their qualification, experience and seniority. Such personnel shall not be used for purposes other than for which they are appointed, provided that this does not come into conflict with the rights and privileges of University teacher as defined in clause No. 20 of the First Statutes of the Chittagong University Act, 1973.

**9.** The courses and syllabi of the Institute of Fine Arts shall be prescribed by the Academic Council of the University on recommendations of the Committee of Courses and Studies for the Institute of Fine Arts, through the Faculty of Arts.

**10. There shall be a Committee of Courses and Studies in the Institute of Fine Arts for a period of 2 years.**



(a) Director of the Institute -- Chairman  
(b) Not more than ten teachers of the  
Institute according to seniority.  
(c) Chairman, Department of  
Printmaking, Faculty of Fine Arts, Dhaka  
University.

(d) Two experts in the field of Fine Arts  
from other Public Universities to  
be nominated by the Academic  
Committee of the Institute.<sup>3</sup>

(e) One third of the total number of  
members, fraction being counted as  
one, shall form the quorum for the  
meeting of the Committee of  
Courses and Studies.

(f) The Committee of Courses and  
Studies shall prepare courses, syllabi  
and Panel of Examiners.

11. The Institute of Fine Arts shall have  
Academic Committee and Planning  
Committee as constituted under Statute-9  
of University of Chittagong, Chittagong  
University Act, 1973, with the  
substitutions to read as “Director of the  
Institute” in place of “Chairman of the  
Department” and “Institute” in place of  
“Department”.
12. This Statute can be amended, altered or  
otherwise revised by the proper  
authorities as per section-4 of the  
University Act, 1973.

<sup>3</sup>.*Amended and ratified by the 25<sup>th</sup> Senate  
meeting held on 05.07.2013.*

• • •

m.y.02.02.2021

**STATUTE - 22**  
**Statute of the Center of Business**  
**Administration (CUCBA)**  
**FACULTY OF BUSINESS ADMINISTRATION**  
**UNIVERSITY OF CHITTAGONG**  
**CHITTAGONG, BANGLADESH.**

**1. ESTABLISHMENT OF THE CENTER**

Faculty of Business Administration, University of Chittagong as per desire of the Chittagong University authority (Ordinance approved on 23.09.2008 at the meeting of 457<sup>th</sup> Syndicate vide Resolution No.3) is going to establish a Center in the City of Chittagong to introduce evening MBA Program. From experience it is seen that the demand for graduate and post-graduate studies in Business has increased manifold in recent years and the executives of different organizations eagerly desire MBA degree to enhance their skill and acquaint themselves with modern methods of Business Administration. The Faculty of Business Administration, University of Chittagong to a great extent can address this need by establishing a **Chittagong University Center for Business Administration (CUCBA)** in the City of Chittagong. In future if the situation demands, each department of the faculty can offer the MBA program individually.

**2. LOCATION**

**The Chittagong University Center for Business Administration (CUCBA),** Faculty of Business Administration, will be established at a suitable place in Chittagong City.

### **3. DEFINITIONS**

In this statute, unless the context otherwise requires:

- a) **“CUCBA”** means **Chittagong University Center for Business Administration;**
- b) **“BoG”** means the Board of Governors of **CUCBA;**
- c) **“Board”** means the Board of Governors of **CUCBA;**
- d) **“Chairman”** means the Chairman of the Board of Governors;
- e) **“Vice-Chairman** means the Vice-Chairman of the Board of Governors;
- f) **“Secretary”** means a salaried person to be appointed by the Board; as secretary of the Board.
- g) **“Donor Member”** means a Donor Member recognized as such under the rules framed by the Faculty of Business Administration, C.U. from time to time;
- h) **“Life Member”** means a Live Member of **CUCBA** recognized as such under the rules framed by the Faculty of Business Administration, C.U. from time to time;
- i) **“General Member”** means a General Member of **CUCBA** recognized as such under the

- rules framed by the Faculty of Business Administration, C.U. from time to time;
- j) “ Faculty” means the teaching staff of **CUCBA**;
  - k) “Center” means the **Chittagong University Center for Business Administration**;
  - l) “Government” means the Government of the People’s Republic of Bangladesh;
  - m) “Director” means the Chief Executive Officer for the day to day affairs of the **CUCBA**;
  - n) “C.U.” means University of Chittagong.

#### **4. NATURE**

The Center will be a non-profit organization devoted to education, training and research in the area of business. It will operate under the Faculty of Business Administration, University of Chittagong and utilize the management development expertise of reputed Management Institutions at home and abroad. As far as practicable the Center will run on self-help basis.

#### **5. OBJECTIVES**

The objective of the Center is to help improve the quality of management at macro & micro levels through wide-ranging activities in education, research, training, and advice relating to management and allied disciplines.

- 5.1. Management Development:** The Center’s educational and training efforts will be directed

to management development in Bangladesh and other developing countries.

- 5.2. **Organizational Diversity:** Besides private business organizations, the Center will address itself to the management issues in public enterprises, government agencies, NGOs, educational institutions, health and social welfare organizations, transport systems, municipalities and other corporate and collective bodies.
- 5.3. **Management Research:** Research in all aspects of strategic and operational management will receive the highest priority. Special emphasis will be given to management issues which have a bearing on upgrading development administration in the developing world, particularly in Asian Countries.

## 6. ACTIVITIES

The Center will be engaged in various activities to fulfill its objective and especially in the following:

- 6.1. **Long-term Programs:** To conduct long-term educational programs on business education.
- 6.2. **Short-term Courses:** To run short-term training courses on different aspects of business.
- 6.3. **Seminars:** To hold conferences, seminars and work-shops on vital issues of national & international interest.
- 6.4. **Research:** To conduct research on business studies and management problems of developing nations with special emphasis on Bangladesh.

- 6.5. **Publication:** To carry out a publication program, including research studies and journals or monographs.
- 6.6. **Organization Linkage:** To maintain close and continuing contact with operating organizations in the community, both for updating knowledge about prevailing practices and for disseminating widely held ideas for management innovation.
- 6.7. **Award:** To offer awards and prizes to distinguished individuals & organizations in the management and related fields.
- 6.8. **Property:** To acquire or lease movable and immovable property in furtherance of its activity subject to the approval of the C.U. authority.
- 6.9. **Building:** To construct and maintain any building it requires for academic use and residential purposes.
- 6.10. **Gifts:** To accept gifts, contributions and subscriptions for promotion of the Center and issue appeals for funds from national & international organizations subject to the approval of C.U. authority.
- 6.11. **Agreements:** To enter into agreement with government or other authorities when deemed necessary for its purposes, subject to the approval of the C.U. authority.
- 6.12. **Miscellaneous:** To perform any other activities that will contribute to the fulfillment of its basic objective of upgrading management quality.

## 7. MANAGEMENT

The general direction and administration of the affairs, functions and business of the **CUCBA** shall vest in a Board of Governors which may subject to these Rules and Bye-laws exercise all such powers and do all such acts and things as may be necessary for carrying out the object and activities of **CUCBA** subject to the approval of the Chittagong University Authority. The Board of Governors is responsible for the governance of the **CUCBA**. This responsibility may be exercised only by the board as a unit. However, the Vice-Chairman of the board is specially authorized to act on behalf of the board.

#### **7.1. Board of Governors**

Composition: The Board of Governors will comprise the following members:

- (i) The Vice-Chancellor of the University of Chittagong - Chairman (Ex-officio);
- (ii) The Dean of the Faculty of Business Administration, University of Chittagong – Vice-Chairman. (Ex-officio);
- (iii) Chairmen of the Departments under the Faculty of Business Administration, Chittagong University – Member (Ex-officio);
- (iv) One representative to be elected from among Donor/life members – Member;
- (v) One professor from each department of the Faculty of Business Administration, C.U. to be nominated by the Academic



- Committee of the respective departments – Member;
- (vi) One distinguished entrepreneur to be nominated by the Faculty of Business Administration, C.U. – Member
  - (vii) The Director of the Center – Member-secretary of the Board (Ex-officio).

The activities of the Board will not be invalid in the absence of a member of any category or vacancy of the post thereof.

#### **7.2. Terms of Office**

The nominated/elected members of the Board of Governors and other committees will serve for a period of **two years**.

#### **7.3. Authority and Responsibilities**

- (i) The Board of Governors shall administer the Center and represent it towards third parties.
- (ii) The Board may wherever necessary delegate part of its powers, and such a delegation should be made within the provisions contained in the bye-laws of the Center;
- (iii) The Board of Governors will meet at least twice a year. Its major responsibilities will be:
  - to approve the bye-laws;

- to approve the policies and strategy of **CUCBA** and its plans for their implementation; to approve the annual report;
- to approve the annual budget;
- to take any step necessary for effective administration of the Center;
- If the Director fails to comply with the responsibilities, the BoG can take any corrective measures including the recommendation of the replacement of the Director.

#### **7.4. Vacancies**

Casual vacancies arising in the Board on account of death, resignation or other causes may be filled in by co-option proposed by the faculty in the light of Section 7.1 subject to the approval of the C.U. authority. A co-opted person will hold office for the unexpired portion of the term of the member causing such vacancy. However, proceedings of the Board will not be invalid merely on account of any vacancy or any defect in its constitution.

#### **7.5. Meetings and Quorum of the Board**

The meetings of the Board shall be convened by the Director of the Center in consultation with the Vice-Chairman. Meetings may be convened as and when may be necessary;

- (i) The Chairman of board shall preside over the meeting of BoG.
- (ii) In the absence of the Chairman, Vice-Chairman of the board shall preside over the meetings. In the absence of both, Senior most member will preside over such a meeting.
- (iii) At least seven days' notice shall be given for convening a meeting of the Board stating the date, time, place and agenda of the meeting;
- (iv) Emergency meetings may be convened on twenty-four hours' notice by the Vice-Chairman through the Director specifying time, place and agenda;
- (v) One-half of total number of members shall form a quorum of a meeting of the Board;
- (vi) All matters at a meeting shall be decided by majority votes of the members present;
- (vii) Each member of the Board shall have one vote, and in the event of equal division of votes, the Chairman shall have a casting vote.

## **8. THE DUTIES OF VICE-CHAIRMAN OF THE BoG**

The major duties of the Vice-Chairman will be as follows:

- to chair the meetings of the Board of Governors in the absence of the Chairman;
- to take an active role in achieving the objectives of the **CUCBA**;
- to look after the financial and other matters along with the Director like signing the cheques, selecting bankers, determining the sources of incomes, ways of expending, etc.
- to represent **CUCBA** as significant events and to important third parties as appropriate.

## **9. THE DIRECTOR**

The Director will be appointed by the Vice-Chancellor, University of Chittgong upon recommendation of the Faculty of Business Administration. His/her period of office will be two years. The appointment will be retrospectively effective. He/She will be the Chief Executive Officer of the Center and shall administer the day to day activities of the Center under the supervision of the Vice-Chairman of the **BoG**.

**The Director's Responsibilities will be as follows:**

- to exercise leadership and direct **CUCBA** so that it achieves the highest standards of excellence in all activities and to assure its continued success as a leading institution in the field of business education and training;
- to plan, organize, direct & co-ordinate academic matters, examination and the like; to ensure discipline with regard to administration and academic matters;
- to ensure the financial health and viability of **CUCBA**;
- to direct and manage the resources of **CUCBA** to meet the approved objectives; to participate with the Faculty in designing the internal working policies;
- to report on the activities and performance of **CUCBA** on a regular basis to the **BoG**.

#### **10.SECRETARY OF THE CUCBA**

The Secretary of the **CUCBA** will be a full time salaried person who will be appointed by **BoG**. He will work under the Director of the **CUCBA**.

#### **11.ACADEMIC COMMITTEE**

There shall be an Academic Committee of the Center. It shall consist of (a) The Dean of the Faculty

of Business Administration (b) Director of the Center,  
(c) All Chairmen of departments of the Faculty of  
Business Administration, C.U., (d) One teacher from  
each department to be nominated by the Academic  
Committee of the respective department, and (e)  
One member to be nominated the **BoG**.

The term of office of the nominated members shall  
be three years.

The Academic Committee will take care of all  
academic matters relating to the program. The  
Director of the Center shall call the meeting in  
consultation with the Dean and the Dean will preside  
over the meeting. The Director will act as the  
Member-Secretary of the meeting.

The Director will ensure the execution of the  
decisions to be taken in the meeting.

## **12.ADMISSION COMMITTEE**

There shall be an admission committee of the  
Center. Its formation and functions will be as follows:

### **12.1 Formation**

The Admission Committee shall consist of :

- a) Dean of the Faculty will be the Chairman,
- b) The Chairmen of the departments under the  
Faculty of Business Administration, C.U. as  
Members.

- c) Director of the Center will work as the Member-Secretary. Half of the members shall form the quorum.

## **12.2 Functions of the Admission Committee**

The admission Committee will perform all the functions relating to the admission of students in the Center.

## **13. SELECTION BOARD**

### **13.1 Part-time/Guest Teachers**

Part-time/Guest teachers will be selected by the Academic Committee of each department under the Faculty of Business Administration, C.U.

- 13.2** There shall be a selection committee for making recommendations for the appointment of officers and other members of staff of the Center as constituted below:

- (i) Dean of the Faculty - Chairman
- (ii) One expert to be nominated by the BoG - Member
- (iii) Chairmen of the respective departments of the Faculty of Business Administration, C.U. – Members

- (iv) The Director of the Center - Member

The tenure of the selection committee shall be two years. "Officer" and "Staff" shall have the same meaning as applied in case of the University of Chittagong.

#### **14.RESOURCES**

The resources of the Center shall be the following:

- (a) Tuition fees and other relevant fees;
- (b) Contributions by business or Industrial enterprises;
- (c) Donations – local and foreign in compliance with Government rules;
- (d) Contributions, subsidies, gifts, grants, legacies, bequests etc. made in its favour;
- (e) Return on its assets;
- (f) All other incomes the Center receives from its activities.

#### **15.FINANCE**

- (i) The fiscal year shall begin on the 1<sup>st</sup> July of each English calendar year;
- (ii) The Director will be responsible for preparation and maintenance of the relevant accounts, statements and reports relating



- to income, expenditure and financial position of the Center.
- (iii) The Director shall present audited statement of accounts and report at the end of the financial year to the Board of Governors for approval. A copy of such approved statements of accounts and report shall be sent to the Vice-Chancellor for final approval.
  - (iv) 10% of the Tuition fees shall be contributed to the University of Chittagong. This contribution may be enhanced in course of time.
  - (v) Remuneration of the Director, teaching staffs and other employees will be determined by the Board of Governors.

## **16.MEMBERSHIP**

### **16.1 Types**

- (a) **Donor Members:** Any Individual, Organization and institution donating **Taka 5 (five)** lac or more in a lump sum.
- (b) **Life Members:** Any Individual, organization and institution

contributing at least **Taka 3 (three)** lac or more in a lump sum.

- (c) **General Members:** All teachers of the Faculty of Business Administration will be the general members of the **CUCBA**.

## **16.2 Privileges of Members**

The members of the Center will enjoy the following privileges:

- (i) To obtain the Annual Report of the Center;
- (ii) To attend Annual General Meeting and take part in the proceedings.
- (iii) To suggest improvements in running the Center.

## **16.3 Bye-laws**

The Board of Governors shall have the power to make Bye-laws for the smooth conduct of the affairs of the **CUCBA** from time to time.

- 16.4** This statute can be ammended, altered or otherwise, revised as per provisions 4 of the Chittagong University Act, 1973.

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m.y.7.2.2021

Corrected on 8.2.2021

## **STATUTE - 23**

### **Statute of the Trust Fund of the University of Chittagong**

The statute to establish Trust Fund of University of Chittagong and to provide for the management of that Fund and other matters incidental thereto.

**Short title:** This statute may be cited as the Statute of the Trust Fund of University of Chittagong, Bangladesh

**Definition:**

In this statute, unless there is anything repugnant in the subject or context, -

- (1) “Chairman” means the Chairman of the Board of Trustees;
- (2) “Trust Fund” means the Trust Fund established under this Statute;
- (3) “Regulations” means regulations adopted under this Act;
- (4) “Board of Trustees” means the Board of Trustees established under section of this Statute;

### **The Trust Fund of the University of Chittagong**

A fund is hereby established which will be known as the Trust Fund of the University of Chittagong.

The Fund shall be administered by a Board of Trustees established under section 4 of the Statute.

Individuals, corporations, alumni associations of Chittagong University, foreign and national donor agencies are eligible

for contribution to this fund. Such contribution is subject to the approval of the Board of Trustees and the Syndicate. Subject to the approval of the Syndicate, the Trust shall have power to acquire, hold and dispose of property, both movable and immovable, and it may sue and be sued. Maximum 65 percent of the money of the Fund may be spent every year on projects for development and benefits of the Chittagong University and remaining 35 percent of money shall be deposited in the Fund.

#### **Board of Trustees**

A Board of Trustee is hereby established under this Statute.

The Board of Trustees shall, as the guardian of the Trust Fund, hold all assets of the Fund in trust for the benefit of Chittagong University.

Subject to the approval of the Syndicate of the University, the Board of Trustees may invest money of Trust Fund in the Banks and deposits approved by the government of Bangladesh;

The trustees shall have the right to call for any books of accounts, records, documents and such other information as considered necessary for the proper management of the Fund.

**5. Office of the Trust.** – The Office of the Trust shall be located in the Chittagong University.

**6. Administration and Direction.** – The overall direction and administration of the Trust shall be vested in the Board of Trustees established under section 4.

**7. Composition of the Board of Trustees-** The Board of Trustees shall comprise of the following members, namely:

Vice-Chancellor of the University of Chittagong, who shall be also its chairman;  
Dean of Arts Faculty;  
Dean of Social Science Faculty;  
Dean of Science Faculty;  
Dean of Business Administration;  
Dean of Law Faculty;  
Dean of Faculty of Biological Science;  
Dean of Engineering Faculty;  
One representative nominated by Vice-Chancellor from Senate;  
Comptroller of Accounts Office of the University of Chittagong, who shall be its member-secretary.

(2) The nominated members mentioned in sub section (9) shall hold their office for three years from the date of their nomination.

(3) No act or proceeding of the Board of Trustee shall be invalid or be called in question merely on the ground of any vacancy in, or defect in the constitution of the Board.

**8. Functions of the Board of Trustees**

The functions of the Board of Trustees will be:

- to receive contribution or grants, or donations from the sources outside of the grants from Bangladesh University Grants Commission;
- to utilize such funds for the overall development and benefits of the Chittagong University; and
- to formulate policies for utilization of the Trust Fund.

**9. Meeting of the Board of Trustees.** – (1) Subject to the other provisions of this section, the Board of Trustees may determine the procedure of its meetings;

(2) Meeting of the Board of Trustees shall, upon consent of the Chairman, be held at the place and time prescribed by the Chairman;

(3) The Chairman shall preside over the meeting of the Board of Trustees;

(4) The meeting may be convened at least once in every six months or, with consent of the Chairman, at any time whenever it is necessary.

(5) Presence of at least one-third of the members shall be required for the purpose of constituting the quorum of a meeting of the Board of Trustees, but no quorum shall be required for an adjourned meeting.

(6) Each member of the Board of Trustees shall have one vote and in case of equality of votes, the person presiding over the meeting shall have a second or casting vote.

**10. Bank Account.** – (1) A bank account of the Trust shall be opened upon approval of the Board of Trustees and such account shall be operated by joint signature of the Chairman and Member-Secretary of the Board of Trustees.

(2) All the concerned Bank transactions shall be executed with the approval of the Board of Trustees.

(3) The bank account shall be maintained by the office of the Comptroller of Accounts of the University of Chittagong.

(4) The Bank account shall be audited annually by any person or team appointed by the Finance Committee of the University.

**11. Power to make regulations.** – For carrying out the purposes of this statute, the Board of Trustees may, subject to the prior approval of the Syndicate, make regulations.

**12. Utilization of the Fund:**

(1) The fund shall be utilized for the overall development of the University of Chittagong.

(2) Any development project or any other plan for utilizing the Trust Fund shall be placed before the Finance Committee and approved by the syndicate of the University of Chittagong.

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Corrected on 8.2.2021

(১৭-১১-২০১৮ খ্রিস্টাব্দে অনুষ্ঠিত সিন্ডিকেটের ৫১৯তম  
সভার ১১ নং সিদ্ধান্তে অনুমোদিত)

নিবন্ধন নং- ডি এ-১

## বাংলাদেশ গেজেট

বিশেষ

কর্তৃপক্ষ কর্তৃক প্রকাশিত

বৃহস্পতিবার, অক্টোবর ৪, ১৯৭৩

খন্ড-৩- বাংলাদেশ জাতীয় সংসদ প্রণীত আইন

বাংলাদেশ জাতীয় সংসদ

ঢাকা, ৪ঠা অক্টোবর, ১৯৭৩

জাতীয় সংসদের নিম্নলিখিত আইনটি ১৯৭৩ এর ৪ঠা অক্টোবর রাষ্ট্রপতির  
অনুমোদন লাভ করে এবং এতদ্বারা তা সর্বসাধারণের জ্ঞাতার্থে প্রকাশিত হলো :-

আইন নং - ৩৩, ১৯৭৩

এতদ্বারা চট্টগ্রাম বিশ্ববিদ্যালয় অধ্যাদেশ, ১৯৬৬, রহিতকরণ এবং চট্টগ্রাম  
বিশ্ববিদ্যালয় পুনর্গঠন ও পুনর্বিন্যস্তকরণের উদ্দেশ্যে প্রণীত আইন; যেহেতু  
চট্টগ্রাম বিশ্ববিদ্যালয় কর্তৃক প্রদানকৃত শিক্ষা ও গবেষণার উন্নয়নের লক্ষ্যে এর  
এবং এর প্রশাসন পুনর্গঠন ও পুনর্বিন্যাস করা সমীচীন;

সেহেতু এতদ্বারা নিম্নরূপ আইন করা হলো:-

### ১. সংক্ষিপ্ত শিরোনাম এবং প্রবর্তন :

(১) এই আইন চট্টগ্রাম বিশ্ববিদ্যালয় আইন, ১৯৭৩ হিসেবে অভিহিত হবে।

(২) এই আইন অবিলম্বে বলবৎ হবে এবং ১৬ ডিসেম্বর, ১৯৭২ থেকে কার্যকর হয়েছে  
বলে গণ্য হবে।

### ২. সংজ্ঞার্থ :

বিষয় বা প্রসঙ্গের পরিপন্থী কোন কিছু না থাকলে, এ আইনে এবং এর অধীনে  
প্রণীত যাবতীয় সংবিধিতে -

(ক) “একাডেমিক কাউন্সিল” অর্থ এ আইনের অধীনে গঠিত বিশ্ববিদ্যালয়ের  
একাডেমিক কাউন্সিল;



- (খ) “এফিলিয়েটেড কলেজ” অর্থ এ আইন, সংবিধি এবং বিশ্ববিদ্যালয় অধ্যাদেশ অনুযায়ী বিশ্ববিদ্যালয়ের স্বীকৃতিপ্রাপ্ত এবং অধিভুক্ত শিক্ষা প্রতিষ্ঠান;
- (গ) “অথরিটি” অর্থ অতঃপর এ আইন অথবা সংবিধিতে সুনির্দিষ্টভাবে উল্লেখিত বিশ্ববিদ্যালয়ের যে কোন কর্তৃপক্ষ; 2
- (ঘ) “কমিশন” অর্থ বাংলাদেশ বিশ্ববিদ্যালয় মঞ্জুরী কমিশন আদেশ, ১৯৭৩ (P.O. No. 10 of 1973) বলে গঠিত বাংলাদেশ বিশ্ববিদ্যালয় মঞ্জুরী কমিশন;
- (ঙ) “কন্সটিটিউয়েন্ট কলেজ” অর্থ অতঃপর বিশ্ববিদ্যালয় কর্তৃক এর একটি আবশ্যিক অংশ হিসেবে স্বীকৃত কলেজ;
- (চ) “হল” অর্থ বিশ্ববিদ্যালয়ের শিক্ষার্থীদের সংঘবদ্ধ জীবন এবং পাঠ্যক্রম বহির্ভূত শিক্ষণের জন্য বিশ্ববিদ্যালয়ের ব্যবস্থাপনা ও রক্ষণাবেক্ষণাধীন একটি শিক্ষার্থী নিবাস;
- (ছ) “হোস্টেল” অর্থ বিশ্ববিদ্যালয়ের শিক্ষার্থীদের জন্য এমন একটি বিকল্প আবাসন ব্যবস্থা যা বিশ্ববিদ্যালয় কর্তৃক পরিচালিত নয় কিন্তু এ আইনের বিধান অনুযায়ী বিশ্ববিদ্যালয় কর্তৃক অনুমোদিত এবং অনুমতিপ্রাপ্ত;
- (জ) “ইন্সটিটিউশন” অর্থ বিশ্ববিদ্যালয় কর্তৃক এরূপ স্বীকৃত একটি শিক্ষা প্রতিষ্ঠান;
- (ঝ) “প্রিন্সিপাল” অর্থ একটি কলেজ বা শিক্ষা প্রতিষ্ঠানের প্রধান;
- (ঞ) “প্রভোস্ট” অর্থ হল-প্রাধ্যক্ষ;
- (ট) “রেজিস্টার্ড গ্র্যাজুয়েটস” অর্থ বিশ্ববিদ্যালয়ের সংবিধি মোতাবেক নিবন্ধিত গ্র্যাজুয়েটবৃন্দ;
- (ঠ) “সিনেট” অর্থ এ আইনের অধীনে গঠিত বিশ্ববিদ্যালয়ের সিনেট;
- (ড) “স্ট্যাটিউটস্”, “ইউনিভার্সিটি অর্ডিন্যান্সেস”, এবং “রেগুলেশন্স” অর্থ যথাক্রমে বিশ্ববিদ্যালয়ের সংবিধি, অধ্যাদেশ এবং প্রবিধানসমূহ যা সময়ে সময়ে বলবৎ থাকবে;
- (ঢ) “সিভিকিট” অর্থ এ আইনের অধীনে গঠিত বিশ্ববিদ্যালয়ের সিভিকিট;
- (ণ) “ইউনিভার্সিটি” অর্থ চট্টগ্রাম বিশ্ববিদ্যালয়;
- (ত) (i) “ইউনিভার্সিটি টিচার” অর্থ একজন বিশ্ববিদ্যালয় শিক্ষক এবং এর অন্তর্ভুক্ত বিশ্ববিদ্যালয়ের অধ্যাপক, বিশ্ববিদ্যালয়ের সহযোগী অধ্যাপক, বিশ্ববিদ্যালয়ের সহকারী অধ্যাপক, বিশ্ববিদ্যালয়ের প্রভাষক অথবা

বিশ্ববিদ্যালয়ের কোন শিক্ষাদানকারী বিভাগে বিশ্ববিদ্যালয় কর্তৃক অনুরূপভাবে নিযুক্ত অথবা স্বীকৃত ব্যক্তি; এবং

(ii) “কলেজ টিচার” অর্থ কলেজের একজন অধ্যাপক, একজন প্রভাষক অথবা একটি সংবিধিবদ্ধ কলেজ বা বিশ্ববিদ্যালয়ের অধিভুক্ত কোন পেশাগত, কারিগরি অথবা অন্য কোন কলেজে শিক্ষা দানের জন্যে সংবিধি অনুযায়ী কলেজ-অধ্যাপক এবং কলেজ-প্রভাষক পদবীতে নিযুক্ত বা স্বীকৃত ব্যক্তি;

(খ) “ওয়ার্ডেন” অর্থ হোস্টেল প্রধান; এবং

(দ) “ইয়ার” অর্থ জুলাই মাসের প্রথম দিবস থেকে শুরু হওয়া শিক্ষাবর্ষ। 3

### ৩. বিশ্ববিদ্যালয় :

(১) চট্টগ্রাম বিশ্ববিদ্যালয় এ আইনের বিধান অনুযায়ী চট্টগ্রামে পুনর্গঠিত হবে।

(২) বিশ্ববিদ্যালয়ের আচার্য, উপাচার্য ও সিনেট, সিন্ডিকেট এবং একাডেমিক কাউন্সিলের সকল সদস্য এবং অন্যান্য ব্যক্তি যারা পরবর্তীতে এরূপ কর্মকর্তা বা সদস্য হবেন, তাঁরা উক্ত পদে বা সদস্য হিসেবে বহাল থাকলে, তাঁদের সমন্বয়ে চট্টগ্রাম বিশ্ববিদ্যালয় নামে একটি সংবিধিবদ্ধ সংস্থা গঠিত হবে।

(৩) বিশ্ববিদ্যালয়ের স্থায়ী ধারাবাহিকতা ও একটি সাধারণ সীলমোহর থাকবে এবং উক্ত নামে বিশ্ববিদ্যালয়ের পক্ষে বা বিপক্ষে মামলা দায়ের করা যাবে।

### ৪. এখতিয়ার :

বিশ্ববিদ্যালয় চট্টগ্রাম বিভাগের ভৌগোলিক পরিসীমায় অবস্থিত এবং উচ্চ মাধ্যমিকের ওপরের স্তরে শিক্ষা ও প্রশিক্ষণ প্রদানরত শিক্ষা প্রতিষ্ঠানসমূহের বিষয়ে সরকার কর্তৃক সময়ে সময়ে নির্ধারিত মতে এ আইন দ্বারা বা এ আইনের অধীনে বিশ্ববিদ্যালয়ের ওপর অর্পিত ক্ষমতা প্রয়োগ করবে।

তবে শর্ত থাকে যে, অধিভুক্ত ও সংবিধিবদ্ধ কলেজ ও শিক্ষাপ্রতিষ্ঠানসমূহের জন্যে একটি পরিচালনা পর্ষদ গঠনের নিমিত্ত সংবিধি প্রণয়নের ক্ষমতা বিশ্ববিদ্যালয়ের থাকবে।

### ৫. বিশ্ববিদ্যালয় কর্তৃক সম্পদ অর্জন এবং সংরক্ষণের ক্ষমতা :

বিশ্ববিদ্যালয় স্থাবর ও অস্থাবর, উভয় প্রকার সম্পত্তি অর্জন করার, যে সম্পত্তি এর ওপর বর্তেছে বা যা বিশ্ববিদ্যালয় অর্জন করেছে তা অধিকারে রাখার এবং উক্ত সম্পত্তির বিষয়ে চুক্তি সম্পাদন, হস্তান্তর এবং এ আইনের উদ্দেশ্য পূরণকল্পে প্রয়োজনীয় সব কিছু করার জন্যে উপযুক্ত হবে।

৬. বিশ্ববিদ্যালয়ের ক্ষমতা :

এ আইন বা এ আইনের অধীনে নির্দেশিত হতে পারে এমন বিধান সাপেক্ষে বিশ্ববিদ্যালয়ের নিম্নলিখিত ক্ষমতা থাকবে -

- (ক) বিশ্ববিদ্যালয়ের নিকট সমীচীন মনে হয়, বিদ্যাশিক্ষার এমন সকল শাখার জন্যে স্নাতক ও স্নাতকোত্তর পর্যায়ে শিক্ষাদান এবং গবেষণা, জ্ঞানের উৎকর্ষ সাধন ও বিস্তারের ব্যবস্থা করা;
- (খ) কলেজ ও শিক্ষাপ্রতিষ্ঠান অধিভুক্ত করা ও অধিভুক্তি প্রত্যাহার করা;
- (গ) বিশ্ববিদ্যালয় এবং অধিভুক্ত কলেজ ও শিক্ষাপ্রতিষ্ঠানে শিক্ষা প্রদানের জন্য পাঠ্যপুস্তক নির্দিষ্ট করা;
- (ঘ) পরীক্ষা গ্রহণ করা এবং এমন ব্যক্তিবর্গকে ডিগ্রি, ও অন্যান্য একাডেমিক সম্মাননা প্রদান করা, যারা-
  - (i) বিশ্ববিদ্যালয় প্রদত্ত অথবা নির্ধারিত পাঠ্যপুস্তক অধ্যয়ন সম্পন্ন করেছেন, অথবা
  - (ii) সংবিধির শর্তানুযায়ী গবেষণা কাজ সম্পন্ন করেছেন, অথবা
  - (iii) সংবিধির শর্তানুযায়ী কোন ব্যক্তিগত পর্যায়ের অধ্যয়ন সম্পন্ন করেছেন;
- (ঙ) সংবিধির শর্তানুযায়ী কোন ব্যক্তিকে সম্মানসূচক ডিগ্রি অথবা অন্যবিধ সম্মান প্রদান করা;
- (চ) অধিভুক্ত কলেজসমূহের শিক্ষার্থী নয় এমন ব্যক্তিকে বিশ্ববিদ্যালয় নির্ধারিত ডিপ্লোমা প্রদানের উদ্দেশ্যে বক্তৃতামালার আয়োজন ও শিক্ষার ব্যবস্থা করা এবং সংবিধি অনুযায়ী ডিপ্লোমা প্রদান করা;
- (ছ) অধিভুক্ত কলেজ অথবা শিক্ষাপ্রতিষ্ঠান এবং এগুলোর সাথে সংযুক্ত ছাত্রাবাস পরিদর্শন করা;
- (জ) বিশ্ববিদ্যালয়ের প্রয়োজনে এর দ্বারা নির্ধারিত পদ্ধতিতে অন্যান্য বিশ্ববিদ্যালয় এবং কর্তৃপক্ষের সাথে সহযোগিতা করা;
- (ঝ) বিশ্ববিদ্যালয়ের প্রয়োজনানুযায়ী অধ্যাপক পদ, সহযোগী অধ্যাপক পদ, সহকারী অধ্যাপক পদ, প্রভাষক এবং অন্যান্য প্রয়োজনীয় গবেষণা ও শিক্ষাসংক্রান্ত পদ সৃষ্টি করা এবং উক্ত অধ্যাপক, সহযোগী অধ্যাপক, সহকারী অধ্যাপক, প্রভাষক পদ এবং অনুরূপ অন্যান্য গবেষণা ও শিক্ষা সংক্রান্ত পদে নিয়োগ প্রদান করা;

- (এ) বিশ্ববিদ্যালয়ের শিক্ষার্থীদের বসবাসের জন্যে হল স্থাপন ও রক্ষণাবেক্ষণের ব্যবস্থা করা এবং শিক্ষার্থীদের বসবাসের জন্যে প্রয়োজনে অন্যান্য ব্যক্তিকে ছাত্রাবাস পরিচালনার অনুমোদন ও অনুমতিপত্র প্রদান করা;
- (ট) বিশ্ববিদ্যালয়ের সংবিধি, অধ্যাদেশ এবং প্রবিধান অনুযায়ী ফেলোশিপ, বৃত্তি, পুরস্কার ও পদক প্রবর্তন এবং প্রদান করা; 4
- (ঠ) শিক্ষা ও গবেষণার উন্নয়নের লক্ষ্যে একাডেমিক জাদুঘর, পরীক্ষাগার, অনুসন্ধান ও ইনস্টিটিউট স্থাপন ও রক্ষণাবেক্ষণ করা;
- (ড) বিশ্ববিদ্যালয় শিক্ষার্থীদের বাসস্থান ও শৃঙ্খলা তত্ত্বাবধান ও নিয়ন্ত্রণ করা এবং পাঠ্যম সহায়ক কার্যমের উন্নতি ও তাদের স্বাস্থ্য সুরক্ষার ব্যবস্থা করা;
- (ঢ) বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্ধারিত ফিস দাবি ও আদায় করা; এবং
- (ণ) অধিভুক্তিকরণ, শিক্ষাদান ও পরীক্ষণ সংস্থা হিসেবে এবং কলা, বিজ্ঞান ও শিক্ষার অন্যান্য শাখার চর্চা ও বিকাশ সাধন এবং বিশ্ববিদ্যালয়ের অভীষ্ট লক্ষ্য অর্জনের জন্যে অন্য সকল কার্য সম্পাদন করা।

#### ৭. বিশ্ববিদ্যালয় সকল শ্রেণি, জাতি ও মতাদর্শের জন্যে উন্মুক্ত:

বিশ্ববিদ্যালয় যে কোন লিঙ্গ এবং ধর্ম-জনগোষ্ঠী-বর্ণ-মতাদর্শ-শ্রেণি বা গাত্রবর্ণ নির্বিশেষে সকলের জন্যে উন্মুক্ত থাকবে।

#### ৮. বিশ্ববিদ্যালয়ে শিক্ষাদান:

- (১) বিশ্ববিদ্যালয় স্বীকৃত পরীক্ষা সংশ্লিষ্ট সামগ্রিক শিক্ষাদান বিশ্ববিদ্যালয় অথবা সংবিধিবদ্ধ (constituent) এবং অধিভুক্ত কলেজ বা ইনস্টিটিউট দ্বারা পরিচালিত হবে এবং পরীক্ষাগার ও কর্মশিবিরের সকল বক্তৃতা ও কর্ম এর অন্তর্ভুক্ত হবে; এবং বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্দেশিত পদ্ধতিতে স্বীকৃত শিক্ষকদের দ্বারা শিক্ষাদান পরিচালিত হবে।
- (২) সংবিধি দ্বারা নির্দেশিত কর্তৃপক্ষ উক্ত শিক্ষাদানের ব্যবস্থা করার দায়িত্বে থাকবে।
- (৩) শিক্ষাম ও পাঠ্যসূচি বিশ্ববিদ্যালয় অধ্যাদেশ এবং প্রবিধান দ্বারা নির্দেশিত হবে।
- (৪) বিশ্ববিদ্যালয় অধ্যাদেশ ও প্রবিধান নির্দেশিত শর্তানুযায়ী স্বীকৃত শিক্ষাদানের সাথে টিউটোরিয়াল শিক্ষণ প্রদান করা হবে।

- (৫) কলেজ ও ইনস্টিটিউট পরস্পরের জন্যে অথবা কলেজ, ইনস্টিটিউট এবং বিশ্ববিদ্যালয়ের মধ্যে পারস্পরিক সহযোগিতার ভিত্তিতে বিশ্ববিদ্যালয়ের পৃষ্ঠপোষকতায় অধ্যাপনার ব্যবস্থা করা যাবে। 5

**৯. পরিদর্শন :**

- (১) মঞ্জুরী কমিশন এর নির্দেশনা অনুযায়ী এক বা একাধিক ব্যক্তির সমন্বয়ে গঠিত কমিটি দ্বারা বিশ্ববিদ্যালয়, এর ভবনসমূহ, পরীক্ষাগার ও যন্ত্রপাতি এবং বিশ্ববিদ্যালয়ের সাথে যুক্ত যে কোন শিক্ষাপ্রতিষ্ঠান এবং বিশ্ববিদ্যালয় পরিচালিত পরীক্ষা, অধ্যাপনা বা কৃত অন্যান্য কার্যও পরিদর্শন করতে পারবে, এবং বিশ্ববিদ্যালয় সম্পর্কিত যে কোন বিষয়ে নিজস্ব পদ্ধতিতে তদন্তের ব্যবস্থা করতে পারবে।
- (২) মঞ্জুরী কমিশন দ্বারা অনুষ্ঠিতব্য প্রতিটি পরিদর্শন বা তদন্তের অভিপ্রায় সম্পর্কে কমিশন বিশ্ববিদ্যালয়কে পূর্বেই অবহিত করবে এবং এরূপ পরিদর্শন ও তদন্তে বিশ্ববিদ্যালয়ের প্রতিনিধিত্বের অধিকার থাকবে।
- (৩) অনুরূপ পরিদর্শন বা তদন্তের ফলাফল মঞ্জুরী কমিশন স্বীয় অভিমতসহ সিডিকেটকে অবহিত করবে এবং উক্ত বিষয়ে সিডিকেটের মতামত নিরূপণপূর্বক সেসম্পর্কে গ্রহণীয় কার্যব্যবস্থার ব্যাপারে বিশ্ববিদ্যালয়কে পরামর্শ দেবে।
- (৪) পরিদর্শন বা তদন্তের ফলাফলের ভিত্তিতে প্রস্তাবিত বা গৃহীত পদক্ষেপের প্রতিবেদন সিডিকেট মঞ্জুরী কমিশনের নিকট প্রেরণ করবে।

**১০. বিশ্ববিদ্যালয়ের কর্মকর্তাবৃন্দ :**

বিশ্ববিদ্যালয়ে নিম্নলিখিত কর্মকর্তা থাকবেন :

- (ক) আচার্য;  
(খ) উপাচার্য;  
(গ) উপ-উপাচার্য;  
(ঘ) অনুষদের ডিন;  
(ঙ) রেজিস্ট্রার;  
(চ) কলেজসমূহের পরিদর্শক;  
(ছ) গ্রন্থাগারিক;  
(জ) হলসমূহের প্রাধ্যক্ষ;

- (ঝ) প্রক্টর;
- (ঞ) হিসাব নিয়ামক;
- (ট) প্রকৌশল দপ্তরের প্রধান;
- (ঠ) পরিচালক (শিক্ষার্থী উপদেষ্টা ও পরামর্শদান);
- (ড) পরীক্ষা নিয়ন্ত্রক;
- (ঢ) পরিচালক (পরিকল্পনা ও উন্নয়ন১);
- (ণ) চিকিৎসা কর্মকর্তা;
- (ত) উপ রেজিস্ট্রার (একাডেমিক);

১। ১ আগস্ট, ১৯৮৭ সালের বাংলাদেশ সরকারী প্রজ্ঞাপন বলে প্রতিস্থাপিত।

(থ) উপ রেজিস্ট্রার (প্রশাসন); এবং (দ) সংবিধি দ্বারা বিশ্ববিদ্যালয়ের কর্মকর্তা হিসেবে ঘোষিত হবেন এমন অন্যান্য কর্মকর্তা।

#### ১১. আচার্য :

- (১) গণপ্রজাতন্ত্রী বাংলাদেশের রাষ্ট্রপতি বিশ্ববিদ্যালয়ের আচার্য হবেন এবং তিনি ডিগ্রি ও সম্মানসূচক ডিগ্রি প্রদানের জন্য আয়োজিত বিশ্ববিদ্যালয়ের সমাবর্তনে সভাপতিত্ব করবেন এবং, তাঁর অনুপস্থিতিতে, এ ধরনের সমাবর্তনে উপাচার্য সভাপতিত্ব করবেন।
- (২) আচার্য এ আইন ও সংবিধি দ্বারা তাঁর ওপর অর্পিত অন্যান্য ক্ষমতার অধিকারী হবেন।
- (৩) সম্মানসূচক ডিগ্রি প্রদানের প্রতিটি প্রস্তাবনায় আচার্যের অনুমোদন থাকতে হবে। ৬
- (৪) রাষ্ট্রপতি সঙ্গত মনে করলে এ আইনের অধীনে আচার্যের ক্ষমতাসমূহ প্রয়োগ করার জন্যে অন্য কোন ব্যক্তিকে এব্যাপারে কর্তৃত্ব প্রদান করতে পারবেন; এবং এরূপ কর্তৃত্বপ্রাপ্ত ব্যক্তি দ্বারা প্রয়োগকৃত ক্ষমতা আচার্যের নামে প্রয়োগ করা হয়েছে মর্মে ব্যক্ত হবে। ২

২। ৮ মার্চ, ১৯৮৭ সালের বাংলাদেশ সরকারী প্রজ্ঞাপন দ্বারা প্রতিস্থাপিত।

৩। ২৬ ডিসেম্বর, ১৯৭৫ সালের বাংলাদেশ সরকারী প্রজ্ঞাপন বলে সংশোধিত।

## ১২. উপাচার্য :

- (১) সিনেট মনোনীত তিনজন ব্যক্তির একটি তালিকা থেকে চার বছর মেয়াদের জন্যে আচার্য কর্তৃক তাঁর নির্ধারিত শর্তে উপাচার্য নিযুক্ত হবেন। নিয়োগপ্রাপ্ত উপাচার্য শুধুমাত্র দ্বিতীয় মেয়াদের জন্য মনোনয়ন ও নিয়োগপ্রাপ্তির যোগ্য বলে বিবেচিত হবেন।
- (২) ছুটি, অসুস্থতা, পদত্যাগ বা অন্য কোন কারণে উপাচার্য পদে সাময়িক শূন্যতার সৃষ্টি হলে, আচার্য নিজস্ব বিবেচনায় উপাচার্য পদের কর্তব্যাদি পালনের জন্যে যথোপযুক্ত ব্যবস্থা গ্রহণ করবেন।

## ১৩. উপাচার্যের দায়িত্ব ও ক্ষমতা :

- (১) উপাচার্য হবেন বিশ্ববিদ্যালয়ের সার্বক্ষণিক মুখ্য একাডেমিক ও নির্বাহী কর্মকর্তা, এবং তিনি আচার্যের অনুপস্থিতিতে বিশ্ববিদ্যালয়ের সমাবর্তনে সভাপতিত্ব করবেন। এ আইনে অন্য কিছু উল্লেখ না থাকলে তিনি সিনেট, সিন্ডিকেট, একাডেমিক কাউন্সিল এবং অর্থ কমিটিসহ অন্যান্য সংবিধিবদ্ধ কমিটির সদস্য ও সভাপতি হবেন, এবং তিনি বিশ্ববিদ্যালয়ের যে কোন কর্তৃপক্ষ বা সংস্থার সভায় উপস্থিত থাকার ও বক্তব্য প্রদানের অধিকারী হবেন, কিন্তু সংশ্লিষ্ট কর্তৃপক্ষ বা সংস্থার সদস্য না হলে সেখানে ভোট প্রদান করতে পারবেন না।
- (২) উপাচার্যের দায়িত্ব হবে এ আইন, সংবিধি এবং বিশ্ববিদ্যালয় অধ্যাদেশসমূহ বিশ্বস্ততার সাথে প্রতিপালিত হচ্ছে কিনা তা পর্যবেক্ষণ করা এবং তিনি এব্যাপারে প্রয়োজনীয় সার্বিক ক্ষমতা প্রয়োগ করতে পারবেন।
- (৩) বিশ্ববিদ্যালয় সংক্রান্ত বিষয়ে উদ্ভূত কোন জরুরি পরিস্থিতিতে উপাচার্যের নিজস্ব বিবেচনায় তাৎক্ষণিক কোন কার্যব্যবস্থা গ্রহণ করা আবশ্যিক বিবেচিত হলে, তিনি স্বীয় বিবেচনায় প্রয়োজনীয় ব্যবস্থা গ্রহণ করতে পারবেন এবং পরবর্তী নিকটতম সময়ের মধ্যে গৃহীত কার্যব্যবস্থা অনুমোদনের জন্য সংশ্লিষ্ট কর্তৃপক্ষের নিকট পেশ করবেন।
- (৪) বিশ্ববিদ্যালয়ের অধিভুক্ত কলেজ এবং অন্যান্য শিক্ষাপ্রতিষ্ঠানসমূহ পরিদর্শন করার অধিকার উপাচার্যের থাকবে।
- (৫) সাধারণত অনুর্ধ্ব ছয় মাসের জন্যে কেবলমাত্র অস্থায়ী ভিত্তিতে, শিক্ষক (অধ্যাপক ব্যতিরেকে), কর্মকর্তা (সংবিধিবদ্ধ কর্মকর্তা ব্যতিরেকে),

প্রশাসনিক এবং অধস্তন কর্মচারী নিয়োগদানের ক্ষমতা উপাচার্যের থাকবে, এবং তিনি এরূপ গৃহীত কার্যব্যবস্থা সম্পর্কে সিডিকেটে অবহিত করবেন।

- (৬) প্রয়োজন মনে করলে নির্ধারিতব্য শর্ত সাপেক্ষে উপাচার্য তাঁর যে কোন ক্ষমতা স্থায়ী বিবেচনায় উপযুক্ত বিশ্ববিদ্যালয়ের কোন কর্মকর্তাকে অর্পণ করতে পারবেন।
- (৭) এ আইনে অন্য কিছু উল্লেখ না থাকলে সিনেট, সিডিকেট, একাডেমিক কাউন্সিল, অর্থ কমিটি এবং অন্যান্য সংবিধিবদ্ধ কমিটির সভা আহবানের অধিকার উপাচার্যের থাকবে।
- (৮) সংবিধি, বিশ্ববিদ্যালয় অধ্যাদেশ এবং প্রবিধান দ্বারা নির্দেশিত হবে এমন অন্যান্য ক্ষমতা উপাচার্য প্রয়োগ করবেন।
- (৯) কর্মকর্তা ও বিশ্ববিদ্যালয় শিক্ষকদের নিযুক্তি, পদচ্যুতি এবং সাময়িক কর্মচ্যুতি সংশ্লিষ্ট সিডিকেটের সিদ্ধান্তসমূহ উপাচার্য কার্যকর করবেন এবং বিশ্ববিদ্যালয়ের সকল সদস্যের ওপর সামগ্রিক নিয়ন্ত্রণ ক্ষমতা প্রয়োগ করবেন।
- (১০) তিনি এ আইন, সংবিধি এবং বিশ্ববিদ্যালয়-অধ্যাদেশসমূহের বিধান অনুসারে বিশ্ববিদ্যালয়ের সার্বিক শৃঙ্খলার দায়িত্বে থাকবেন।
- (১১) বিশ্ববিদ্যালয়ের কোন কর্তৃপক্ষ বা সংস্থার সিদ্ধান্তের ব্যাপারে উপাচার্য ঐকমত্য পোষণ না করলে, তাঁর উক্ত সিদ্ধান্ত বাস্তবায়ন স্থগিত রাখার এবং সংশ্লিষ্ট কর্তৃপক্ষ বা সংস্থার পরবর্তী নিয়মিত সভায় নিজ মতামতসহ তা' পুনর্বিবেচনার জন্য ফেরত পাঠানোর ক্ষমতা থাকবে। পুনর্বিবেচনার এ প্রক্রিয়ায় সংশ্লিষ্ট সংস্থা বা কর্তৃপক্ষ উপাচার্যের সাথে একমত না হলে, উক্ত বিষয়ে সিডিকেটের সিদ্ধান্তই চূড়ান্ত বলে গণ্য হবে। ৭

#### ১৪. উপ-উপাচার্য :

- (১) উপযুক্ত মনে করলে আচার্য স্থায়ী নির্ধারিত শর্তে এবং নির্ধারিত সময়সীমার জন্যে ৪ এক বা একাধিক উপ-উপাচার্য<sup>৪</sup> নিয়োগ দিতে পারবেন।

৪। ১৩ এপ্রিল, ১৯৯৯ সালের বাংলাদেশ সরকারী প্রজ্ঞাপন বলে সংশোধিত।

৫। ও (৩) ২৬ ডিসেম্বর, ১৯৭৫ সালের বাংলাদেশ সরকারী প্রজ্ঞাপন বলে প্রতিস্থাপিত।

৬। ১৩ এপ্রিল, ১৯৯৯ সালের বাংলাদেশ সরকারী প্রজ্ঞাপন বলে সংশোধিত।

- (২) উপ-উপাচার্য সংবিধি এবং বিশ্ববিদ্যালয়-অধ্যাদেশে নির্দেশিত কর্তব্যসমূহ পালন করবেন।<sup>৬</sup>



#### ১৫. রেজিস্ট্রার :

- (১) রেজিস্ট্রার সিনেট, সিভিকিট, একাডেমিক কাউন্সিলের সচিবের দায়িত্বে থাকবেন। তিনি সংবিধির নির্দেশনা অনুযায়ী রেজিস্টার্ড গ্র্যাজুয়েটবৃন্দের একটি তালিকা সংরক্ষণ করবেন এবং সংবিধি ও বিশ্ববিদ্যালয়-অধ্যাদেশ দ্বারা নির্দেশিত অন্যান্য ক্ষমতা প্রয়োগ ও অন্যান্য দায়িত্ব পালন করবেন।
- (২) বিশ্ববিদ্যালয়ের পক্ষে সকল চুক্তিপত্রে রেজিস্ট্রার স্বাক্ষর করবেন।

#### ১৬. কলেজসমূহের পরিদর্শক:

কলেজসমূহের পরিদর্শক বিশ্ববিদ্যালয়ের অধিভুক্ত কলেজ বা ইনস্টিটিউটসমূহ সম্পর্কিত যাবতীয় বিষয়ের দায়িত্বে থাকবেন এবং তিনি সংবিধি ও বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্দেশিত বা উপাচার্য কর্তৃক প্রদত্ত অন্যান্য দায়িত্ব পালন করবেন।

#### ১৭. হিসাব নিয়ামক:

- (১) হিসাব নিয়ামক বিশ্ববিদ্যালয়ের তহবিলসমূহ পরিচালনা সংক্রান্ত বিষয়ের দায়িত্বে থাকবেন এবং সংবিধি ও বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্দেশিত বা উপাচার্য কর্তৃক প্রদত্ত অন্যান্য দায়িত্ব পালন করবেন।
- (২) তিনি অর্থ কমিটির সচিবের দায়িত্বে থাকবেন।

#### ১৮. পরীক্ষা নিয়ন্ত্রক:

পরীক্ষা নিয়ন্ত্রক বিশ্ববিদ্যালয়ের পরীক্ষা পরিচালনা সংক্রান্ত সমস্ত বিষয়ের দায়িত্বে থাকবেন এবং সংবিধি ও বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্দেশিত বা উপাচার্য কর্তৃক প্রদত্ত অন্যান্য দায়িত্ব পালন করবেন।

#### ১৯. উপ রেজিস্ট্রার:

উপ রেজিস্ট্রার রেজিস্ট্রারের সার্বিক তত্ত্বাবধানে কাজ করবেন এবং উপাচার্য কর্তৃক তাঁদেরকে প্রদত্ত অন্যান্য দায়িত্ব পালন করবেন।

#### ২০. অন্যান্য কর্মকর্তার দায়িত্ব ও ক্ষমতা:

অন্যান্য কর্মকর্তার দায়িত্ব ও ক্ষমতা সংবিধি, বিশ্ববিদ্যালয় অধ্যাদেশ এবং প্রবিধান দ্বারা নির্দেশিত হবে। ৪

#### ২১. বিশ্ববিদ্যালয়ের কর্তৃপক্ষসমূহ:

বিশ্ববিদ্যালয়ে নিম্নবর্ণিত কর্তৃপক্ষ থাকবে :

(ক) সিনেট; (খ) সিন্ডিকেট; (গ) একাডেমিক কাউন্সিল; (ঘ) অনুযদসমূহ; (ঙ) কমিটিজ অব কোর্সেস এ্যান্ড স্টাডিজ; (চ) বোর্ড অব এ্যাডভান্সড স্টাডিজ; (ছ) অর্থ কমিটি; (জ) পরিকল্পনা ও উন্নয়ন কমিটি; (ঝ) নির্বাচনী বোর্ডসমূহ; এবং (ঞ) সংবিধি দ্বারা নির্ধারিতব্য অন্যান্য কর্তৃপক্ষ।

## ২২. সিনেট:

(১) নিম্নোক্ত ব্যক্তিবর্গের সমন্বয়ে সিনেট গঠিত হবে:-

(ক) উপাচার্য; (খ) উপ-উপাচার্য, অথবা যদি একাধিক উপ-উপাচার্য থাকেন তাহলে সকল উপ-উপাচার্য; (গ) সরকার মনোনীত পাঁচজন সরকারি কর্মকর্তা; (ঘ) স্পিকার মনোনীত পাঁচজন জাতীয় সংসদ সদস্য; (ঙ) আচার্য মনোনীত পাঁচজন বিশিষ্ট শিক্ষাবিদ; (চ) সিন্ডিকেট মনোনীত গবেষণা সংস্থাসমূহের পাঁচজন প্রতিনিধি; (ছ) অধিভুক্ত এবং বিশ্ববিদ্যালয়ের আবশ্যিক অংশ হিসেবে স্বীকৃত কলেজসমূহ থেকে একাডেমিক কাউন্সিল মনোনীত পাঁচজন কলেজ-অধ্যক্ষ; (জ) অধিভুক্ত এবং বিশ্ববিদ্যালয়ের আবশ্যিক অংশ হিসেবে স্বীকৃত কলেজসমূহ থেকে একাডেমিক কাউন্সিল মনোনীত দশজন কলেজ-শিক্ষক; (ঝ) চেয়ারম্যান, উচ্চ মাধ্যমিক ও মাধ্যমিক শিক্ষা বোর্ড, কুমিল্লা; (ঞ) রেজিস্টার্ড গ্র্যাজুয়েট দ্বারা তাঁদের নিজেদের মধ্য থেকে নির্বাচিত ২৫ জন প্রতিনিধি; (ট) বিশ্ববিদ্যালয় শিক্ষকদের বিশেষ সভায় নির্বাচিত ৩৩ জন শিক্ষক প্রতিনিধি; এবং (ঠ) বিশ্ববিদ্যালয় শিক্ষার্থীদের দ্বারা নির্বাচিত ৫ জন শিক্ষার্থী প্রতিনিধি।

(২) পদাধিকার বলে এবং শিক্ষার্থীদের দ্বারা নির্বাচিত সিনেট সদস্য ব্যতিরেকে অন্যান্য সিনেট সদস্যের কার্যকাল হবে তিন বছর এবং শিক্ষার্থী প্রতিনিধি সিনেট সদস্যদের কার্যকাল হবে এক বছর। সদস্যগণের উত্তরসূরীরা নির্বাচিত, মনোনীত বা নিয়োগপ্রাপ্ত হয়ে কার্যভার গ্রহণ না করা পর্যন্ত তাঁদের কার্যকাল অব্যাহত থাকবে। তবে শর্ত থাকে যে, জাতীয় সংসদ সদস্যগণ, সরকারী কর্মকর্তাবৃন্দ, কলেজ- অধ্যক্ষবৃন্দ, কলেজ-শিক্ষকবৃন্দ, রেজিস্টার্ড গ্র্যাজুয়েটবৃন্দ, বিশ্ববিদ্যালয়-শিক্ষকবৃন্দ এবং গবেষণা সংস্থার প্রতিনিধিগণের কার্যকাল ততক্ষণ পর্যন্ত অব্যাহত থাকবে যতক্ষণ পর্যন্ত তাঁরা জাতীয় সংসদ সদস্য, সরকারী কর্মকর্তা, কলেজ-অধ্যক্ষ, কলেজ-শিক্ষক, রেজিস্টার্ড

গ্র্যাজুয়েট, বিশ্ববিদ্যালয়-শিক্ষক হিসেবে নিয়োজিত অথবা গবেষণা সংস্থার সাথে যুক্ত থাকবেন।

তবে আরো শর্ত থাকে যে, শিক্ষার্থী প্রতিনিধি সদস্যগণ বিশ্ববিদ্যালয়ে তাদের ছাত্রত্ব শেষ হলে সদস্যপদও হারাবে।

(৩) সিনেটের সদস্য নির্বাচন সংবিধি দ্বারা নির্দেশিত পদ্ধতিতে অনুষ্ঠিত হবে। ৭

#### ২৩. সিনেট সভা:

- (১) উপাচার্য কর্তৃক নির্ধারিত তারিখে সিনেট বছরে ন্যূনতম একবার সভায় মিলিত হবে। সে সভা সিনেটের বার্ষিক সভা নামে অভিহিত হবে।
- (২) ন্যূনতম ত্রিশ জন সিনেট সদস্যের স্বাক্ষরিত লিখিত চাহিদার পরিপ্রেক্ষিতে উপাচার্য যখন উপযুক্ত মনে করবেন তখন সিনেটের বিশেষ সভা ডাকতে পারবেন।

#### ২৪. সিনেটের ক্ষমতা ও দায়িত্ব:

এ আইনের বিধান সাপেক্ষে, সিনেট-

- (ক) সিন্ডিকেটের প্রস্তাবমুমে সংবিধিগুলোকে সংশোধন এবং অনুমোদন করবে;
- (খ) সিন্ডিকেট কর্তৃক উপস্থাপিত বার্ষিক প্রতিবেদন, বার্ষিক হিসাব-নিকাশ এবং আর্থিক প্রাক্কলন বিবেচনা ও অনুমোদন করবে; এবং
- (গ) এই আইন বা সংবিধি অনুসারে এর ওপর অর্পিত ও আরোপিত অন্য যে কোন ক্ষমতা প্রয়োগ এবং অন্যান্য দায়িত্ব পালন করবে।

#### ২৫. সিন্ডিকেট:

- (১) সিন্ডিকেট নিম্নোক্ত ব্যক্তিদের নিয়ে গঠিত হবে-
  - (ক) উপাচার্য; (কক) উপ-উপাচার্য, বা, একাধিক উপ-উপাচার্য থাকলে সকল উপ-উপাচার্য; ৭ (খ) নিজেদের মধ্য থেকে শিক্ষকদের দ্বারা নির্বাচিত ছয়জন বিশ্ববিদ্যালয় শিক্ষক; (গ) সিনেটের দু'জন প্রতিনিধি, তাঁদের মধ্যে সিনেট মনোনীত একজন রেজিস্টার্ড গ্র্যাজুয়েট এবং অন্যজন একজন শিক্ষাবিদ; (ঘ) আচার্য মনোনীত তিনজন ব্যক্তি; (ঙ) একাডেমিক কাউন্সিল মনোনীত একজন ব্যক্তি; (চ) সিনেট মনোনীত এর সদস্য বহির্ভূত এক জন বিশিষ্ট নাগরিক; (ছ) (বিলুপ্ত) এবং (জ) সরকার মনোনীত ন্যূনতম সচিব পদমর্যাদাসম্পন্ন একজন সরকারি কর্মকর্তা;

৭। ১৩ এপ্রিল, ১৯৯৯ সালের বাংলাদেশ সরকারী প্রজ্ঞাপন বলে সংশোধিত।

- (২) সিভিকিট সদস্যদের নির্বাচন সংবিধি দ্বারা নির্ধারিত পদ্ধতিতে অনুষ্ঠিত হবে; তবে শর্ত থাকে যে, উপ-অনুচ্ছেদ (১) এর ধারা (খ) এর অধীনে বিশ্ববিদ্যালয়-শিক্ষক নির্বাচনের ক্ষেত্রে নিচের প্রত্যেকটি শ্রেণি থেকে একজনকে নির্বাচিত করতে হবে, যথা:- (১) ডিন; (২) হল-প্রাধ্যক্ষ; (৩) অধ্যাপক; (৪) সহযোগী অধ্যাপক; (৫) সহকারী অধ্যাপক; এবং (৬) প্রভাষক।
- (৩) সিভিকিটের সদস্যদের কার্যকাল হবে দু'বছর কিন্তু তাঁদের উত্তরসূরী নির্বাচিত বা মনোনীত হয়ে কার্যভার গ্রহণ না করা পর্যন্ত তাঁদের কার্যকাল অব্যাহত থাকবে;

তবে শর্ত থাকে যে, বিশ্ববিদ্যালয়ের শিক্ষক, সিনেট প্রতিনিধিগণ এবং সরকার মনোনীত ব্যক্তিগণের কার্যকাল ততক্ষণ পর্যন্ত অব্যাহত থাকবে যতক্ষণ পর্যন্ত তাঁরা তদ্রূপ শিক্ষক, সদস্য এবং কর্মকর্তা হিসেবে বহাল থাকবেন। 10 ২৬

#### সিভিকিটের ক্ষমতা এবং দায়িত্বসমূহ:

- (১) বিশ্ববিদ্যালয়ের নির্বাহী সংস্থা হবে সিভিকিট এবং এ আইনের বিধান ও উপাচার্যের ওপর অর্পিত ক্ষমতা সাপেক্ষে, বিশ্ববিদ্যালয়ের কার্যাবলী, সংস্থাসমূহ এবং সম্পত্তির ওপর সাধারণ ব্যবস্থাপনা এবং তত্ত্বাবধানের ক্ষমতা সিভিকিটের থাকবে; এবং বিদ্যমান আইনের বিধানসমূহ, সংবিধিসমূহ, বিশ্ববিদ্যালয় অধ্যাদেশসমূহ এবং প্রবিধানসমূহ যথাযথভাবে প্রতিপালিত হচ্ছে কিনা সেদিকে লক্ষ রাখবে।
- (২) সুনির্দিষ্টভাবে উপ-ধারা (১) এর অধীনে সামগ্রিকভাবে প্রয়োগযোগ্য ক্ষমতাকে ও ক্ষুণ্ণ না করে, সিভিকিট-
- (ক) বিশ্ববিদ্যালয়ের সম্পদ ও তহবিল ধারণ, নিয়ন্ত্রণ এবং পরিচালনা করবে এবং এতদুদ্দেশ্যে অর্থ সংগ্রহ বিষয়ে অর্থ কমিটির পরামর্শ নেবে;
- (খ) বিশ্ববিদ্যালয়ের সাধারণ সীলমোহরের আকার, সংরক্ষণের ব্যবস্থা এবং এর ব্যবহার পদ্ধতি নির্ধারণ করবে;
- (গ) উইলসূত্রে প্রাপ্তির পূর্ণ বিবরণসহ বিশ্ববিদ্যালয়ের বার্ষিক আর্থিক চাহিদার একটি পূর্ণ বিবরণ মঞ্জুরী কমিশনের নিকট দাখিল করবে;
- (ঘ) সুনির্দিষ্ট উদ্দেশ্যে বিশ্ববিদ্যালয়ের নিয়ন্ত্রণে ন্যস্ত তহবিলসমূহ পরিচালনা করবে;

- (ঙ) এই আইন এবং সংবিধিসমূহের বিধানাবলী সাপেক্ষে উপাচার্য ব্যতীত বিশ্ববিদ্যালয়ের কর্মকর্তা এবং শিক্ষক, করণিক কর্মচারী এবং অন্যান্য কর্মচারী নিয়োগ এবং তাঁদের দায়িত্ব ও চাকরীর শর্তাবলী নির্ধারণ করবে এবং তাঁদের সাময়িকভাবে শূন্য পদ পূরণের ব্যবস্থা করবে;
- (চ) সংবিধিসমূহের বিধান সাপেক্ষে কোন কলেজ বা ইনস্টিটিউটকে অধিভুক্ত করবে বা এর অধিভুক্তি প্রত্যাহার করবে এবং বিশ্ববিদ্যালয়ের রক্ষণাবেক্ষণাধীন নয় এমন হোস্টেলকে অনুমোদন প্রদান বা এর অনুমোদন প্রত্যাহার করবে;
- (ছ) বিশ্ববিদ্যালয়ের পক্ষে স্থাবর বা অস্থাবর, উভয় প্রকার সম্পত্তি গ্রহণ বা হস্তান্তর করবে;
- (জ) বিশ্ববিদ্যালয়ের পরীক্ষা গ্রহণ এবং এর ফলাফল প্রকাশের ব্যবস্থা করবে;
- (ঝ) এ আইন দ্বারা উপাচার্যের ওপর অর্পিত ক্ষমতাবলী সাপেক্ষে এ আইন, সংবিধিসমূহ এবং বিশ্ববিদ্যালয় অধ্যাদেশসমূহ অনুযায়ী বিশ্ববিদ্যালয়ের সাথে সংশ্লিষ্ট সকল বিষয় নিয়ন্ত্রণ এবং নির্ধারণ করবে;
- (ঞ) সকল অধিভুক্ত কলেজ, ইনস্টিটিউট এবং হোস্টেল পরিদর্শনের ব্যবস্থা করবে এবং পরিদর্শনের নির্দেশ দিবে;
- (ট) সংবিধিসমূহ প্রণয়ন, সংশোধন বা রহিত করবে;
- (ঠ) এ আইন বা সংবিধিগুলোর সাথে সঙ্গতি রেখে বিশ্ববিদ্যালয় অধ্যাদেশসমূহ প্রণয়ন করবে; (ড) বার্ষিক প্রতিবেদন, বার্ষিক হিসাব-নিকাশ, আর্থিক প্রাক্কলন বিবেচনা এবং এব্যাপারে সিদ্ধান্ত গ্রহণ করবে;
- (ঢ) সংবিধি অনুযায়ী ও একাডেমিক কাউন্সিলের সুপারিশমূমে অধ্যাপক, সহযোগী অধ্যাপক, সহকারী অধ্যাপক, প্রভাষকের পদ বা অন্যান্য শিক্ষকতা এবং গবেষক পদ প্রবর্তন করবে;
- (ণ) সংবিধি অনুযায়ী এবং একাডেমিক কাউন্সিলের সুপারিশমূমে মঞ্জুরী কমিশনের পূর্বানুমতি সাপেক্ষে নতুন শিক্ষা এবং গবেষণা বিভাগ খুলতে পারবে;
- (ত) সংবিধি এবং একাডেমিক কাউন্সিলের সুপারিশমূমে যে কোন অধ্যাপক পদ, সহযোগী অধ্যাপক পদ, সহকারী অধ্যাপক পদ বা প্রভাষক পদ অথবা অন্যান্য অধ্যাপনার এবং গবেষক পদ বিলুপ্ত বা সাময়িকভাবে স্থগিত করবে;

- (থ) সংবিধি অনুযায়ী একাডেমিক কাউন্সিলের সুপারিশমুমে বিভাগ বা ইনস্টিটিউট বিলুপ্ত বা সাময়িকভাবে স্থগিত করবে;
- (দ) সংবিধির বিধানাবলি এবং একাডেমিক কাউন্সিলের সুপারিশ অনুযায়ী কোন পন্ডিত ব্যক্তিকে বিশ্ববিদ্যালয়ের শিক্ষক হিসেবে স্বীকৃতি প্রদান করবে;
- (ধ) প্রবিধান দ্বারা নির্ধারিত শর্ত সাপেক্ষে এবং উপাচার্যের সুপারিশমুমে করণিক শ্রেণির কর্মচারী এবং অন্যান্য কর্মচারী নিয়োগের বিষয়ে সিডিকেটের ক্ষমতা এর নির্ধারিত কোন ব্যক্তি বা কর্তৃপক্ষকে অর্পণ করবে;
- (ন) প্রশাসনিক, করণিক এবং শিক্ষক নয় এমন পদ বিলুপ্ত বা সাময়িকভাবে স্থগিত করবে;
- (প) বিশ্ববিদ্যালয়ের আর্থিক হিসাব-নিকাশ, বিনিয়োগ, সম্পত্তি এবং সকল প্রশাসনিক বিষয় ও অন্যান্য যা কিছু হোক না, তার ব্যবস্থাপনা এবং নিয়ন্ত্রণ করবে এবং এতদুদ্দেশ্যে এর দ্বারা উপযুক্ত প্রতীয়মান হয় এমন প্রতিনিধি নিয়োগ দেবে;
- (ফ) বিশ্ববিদ্যালয়ের পক্ষে উইল মারফত প্রদত্ত সম্পত্তি, অনুদান এবং বিশ্ববিদ্যালয়ের নিকট হস্তান্তরকৃত সম্পত্তি গ্রহণ করবে;
- (ব) বিশ্ববিদ্যালয়ের কার্যমুদ্রা অব্যাহত রাখার জন্যে ইমারত, অঙ্গন, আসবাবপত্র, যন্ত্রপাতি, সরঞ্জাম এবং অন্যান্য উপাদানের ব্যবস্থা করবে; 11
- (ভ) অর্থ কমিটির প্রতিবেদন পাওয়ার পর সিডিকেট বিশ্ববিদ্যালয়ের পক্ষে কোন চুক্তি সম্পাদন, সংশোধন, কার্যকর, অনুমোদন এবং বাতিল করতে পারবে;
- (ম) অব্যবহৃত আয়সহ বিশ্ববিদ্যালয়ের মালিকানাধীন যে কোন অর্থ ট্রাস্ট আইন ১৮৮২ এর ২০ ধারায় বর্ণিত যে কোন সিকিউরিটিজে বিনিয়োগ করতে পারবে অথবা বাংলাদেশে স্থাবর সম্পত্তি মুদ্রাসহ এরূপ অন্যান্য খাতে বিনিয়োগ করতে পারবে অথবা তাৎক্ষণিক ব্যয়ের জন্যে প্রয়োজন নেই এমন যে কোন পরিমাণ অর্থ যে কোন ব্যাংকে স্থায়ী আমানত হিসেবে রাখতে পারবে;
- (য) এ ছাড়াও সংবিধিসমূহ দ্বারা প্রদত্ত ও আরোপিত অন্যান্য ক্ষমতা প্রয়োগ এবং অন্যান্য দায়িত্ব পালন করবে।
- (৩) সিডিকেট সভার কোরাম গঠনের জন্যে মোট সদস্য-সংখ্যার ন্যূনতম এক-তৃতীয়াংশ সদস্যের উপস্থিতি প্রয়োজন হবে।

#### ২৭. একাডেমিক কাউন্সিল:

একাডেমিক কাউন্সিল বিশ্ববিদ্যালয়ের শিক্ষা বিষয়ক সংস্থা হিসেবে বিবেচিত হবে এবং এ আইন, সংবিধিসমূহ এবং বিশ্ববিদ্যালয় অধ্যাদেশসমূহের বিধান সাপেক্ষে বিশ্ববিদ্যালয়ের শিক্ষা, অধ্যাপনা, পরীক্ষাসমূহের মান নিয়ন্ত্রণ এবং তত্ত্বাবধান ক্ষমতা এর থাকবে এবং সংবিধিসমূহ দ্বারা প্রদত্ত অন্যান্য ক্ষমতা প্রয়োগ ও অন্যান্য দায়িত্বসমূহ পালন করবে। কলেজসমূহকে অধিভুক্ত করা ও অধিভুক্তি বাতিল করা এবং একাডেমিক সমস্ত বিষয়ে সিডিকেটকে পরামর্শ প্রদানের অধিকার এর থাকবে।

#### ২৮. একাডেমিক কাউন্সিলের গঠন:

(১) নিম্নোক্ত ব্যক্তিবর্গের সমন্বয়ে একাডেমিক কাউন্সিল গঠিত হবে: 12

##### পদাধিকারবলে সদস্যগণ:

(ক) উপাচার্য; (কক) উপ-উপাচার্য বা, একাধিক উপ-উপাচার্য থাকলে সকল উপ-উপাচার্য; (খ) অনুসদসমূহের ডিনবৃন্দ; (গ) ডিনবৃন্দ ব্যতীত বিভাগসমূহের অধ্যাপক এবং সভাপতিবৃন্দ; (গগ) বিশ্ববিদ্যালয়ের ইনস্টিটিউটসমূহের পরিচালকবৃন্দ; (ঘ) বিশ্ববিদ্যালয়ের গ্রন্থাগারিক।

৮। ১৩ এপ্রিল, ১৯৯৯ সালের বাংলাদেশ সরকারী প্রজ্ঞাপন বলে সংশোধিত।

৯। ১৯ জুলাই, ১৯৮৬ সালের বাংলাদেশ সরকারী প্রজ্ঞাপন বলে সংশোধিত।

১০। ১৯ জুলাই, ১৯৮৬ সালের বাংলাদেশ সরকারী প্রজ্ঞাপন বলে সংশোধিত।

##### মনোনীত সদস্যগণ:

(ঙ) বিলুপ্ত; (চ) গবেষণা সংস্থা এবং উচ্চ শিক্ষা কেন্দ্রসমূহ থেকে আচার্য কর্তৃক মনোনীত পাঁচ জন ব্যক্তি;

##### নির্বাচিত সদস্যগণ:

(ছ) বিভাগের সভাপতি এবং ‘বিশ্ববিদ্যালয় ইনস্টিটিউটের পরিচালক’<sup>১০</sup> নন এমন দু’জন সহযোগী অধ্যাপক, দু’জন সহকারী অধ্যাপক এবং দু’জন প্রভাষক যারা শিক্ষকবৃন্দ দ্বারা নির্বাচিত।

(২) পদাধিকারবলে সদস্য ছাড়া অন্যান্য সদস্যের কার্যকালের মেয়াদ হবে দু’বছর এবং তাঁদের উত্তরসূরী নির্বাচিত হয়ে কার্যভার গ্রহণ না করা পর্যন্ত তাঁদের কার্যকাল অব্যাহত থাকবে।

তবে শর্ত থাকে যে, সহযোগী অধ্যাপক, সহকারী অধ্যাপক বা প্রভাষক হিসেবে নির্বাচিত সদস্যগণের কার্যকাল ততক্ষণ পর্যন্ত অব্যাহত থাকবে যতক্ষণ পর্যন্ত তাঁরা উক্ত সহযোগী অধ্যাপক, সহকারী অধ্যাপক এবং প্রভাষক হিসেবে নিয়োজিত থাকবেন।

#### ২৯. একাডেমিক কাউন্সিলের ক্ষমতা এবং দায়িত্ব:

- (১) এ আইন ও সংবিধিসমূহের বিধানাবলী এবং উপাচার্য ও সিন্ডিকেটের ওপর অর্পিত ক্ষমতা সাপেক্ষে কোর্সেস অফ স্টাডিজ এবং পাঠ্যপুস্তক নির্ধারণ সংক্রান্ত প্রবিধান তৈরি এবং অধ্যাপনা, গবেষণা ও পরীক্ষাসমূহের সঠিক মান নির্ধারণের ক্ষমতা একাডেমিক কাউন্সিলের থাকবে;
- (২) উপাচার্য এবং সিন্ডিকেটের ওপর অর্পিত ক্ষমতা সাপেক্ষে একাডেমিক কাউন্সিলের নিম্নোক্ত ক্ষমতা থাকবে; যথা:
  - (ক) শিক্ষা সংক্রান্ত সকল বিষয়ে সিন্ডিকেটকে পরামর্শ দান;
  - (খ) একাডেমিক অধ্যাদেশসমূহ প্রণয়নের জন্যে সিন্ডিকেটের নিকট প্রস্তাব পেশ করা;
  - (গ) গবেষণা কাজে নিয়োজিত ব্যক্তিদের নিকট হতে গবেষণা সংক্রান্ত প্রতিবেদন চাওয়া এবং সে সম্পর্কে সিন্ডিকেটের নিকট সুপারিশ করা;
  - (ঘ) শিক্ষা জীবনের উন্নয়নের জন্যে কলেজগুলোর মধ্যে সহযোগিতা ও পারস্পরিক কার্যকলাপকে প্রণোদনা দেয়ার লক্ষ্যে প্রবিধান তৈরি করা;
  - (ঙ) শিক্ষার্থীদের পরীক্ষার জন্যে ভর্তির ক্ষেত্রে যে যে শর্তে রেয়াত প্রদান করা যাবে তা নির্ধারণ করা;
  - (চ) বিশ্ববিদ্যালয়ের বিভাগ এবং ‘কমিটি অব কোর্সেস এন্ড স্টাডিজসমূহ’ গঠনের জন্যে সিন্ডিকেটে কর্ম-পরিকল্পনা পেশ করা;
  - (ছ) বিশ্ববিদ্যালয়ে অধ্যাপনা নিয়ে কাজ করা এবং নতুন নতুন উনডুবয়ন কার্য শুরু করার বিষয়ে প্রস্তাবনা তৈরি করা;
  - (জ) সিন্ডিকেটের অনুমোদনসাপেক্ষে এবং কমিটি অব কোর্সেস এন্ড স্টাডিজের সুপারিশপুর্মে পাঠ্যসূচি, পাঠ্যপুস্তক এবং সকল পরীক্ষার প্রত্যেক পত্রের পাঠ্যাংশের রূপরেখা নির্ধারণ করা; 13

তবে শর্ত থাকে যে, একাডেমিক কাউন্সিলের শুধুমাত্র কমিটি অব কোর্সেস এন্ড স্টাডিজের সুপারিশপুস্তক গ্রহণ, প্রত্যাখ্যান বা ফেরত পাঠানোর ক্ষমতা থাকবে,



কিন্তু তা সংশোধনের ক্ষমতা থাকবে না; আরও শর্ত থাকে যে, একাডেমিক কাউন্সিল এবং কমিটি অব কোর্সেস এন্ড স্টাডিজের মধ্যে মত পার্থক্য দেখা দিলে প্রথমেই উভয় সংস্থার মতামত সিদ্ধান্তের জন্য সিভিকেটে পেশ করা হবে এবং এব্যাপারে সিভিকেটের সিদ্ধান্তই চূড়ান্ত বলে গণ্য হবে;

(ঝ) বোর্ড অব গ্র্যাডুয়েশন স্টাডিজের প্রতিবেদন বিবেচনা করে যে কোন বিষয়ের ওপর পিএইচ.ডি. ডিগ্রির জন্য কোন প্রার্থীর প্রস্তাবিত কোন বিষয় অনুমোদন বা প্রত্যাখ্যান করা; তবে শর্ত থাকে যে, এ বিষয়ে একাডেমিক কাউন্সিল এবং বোর্ড অব গ্র্যাডুয়েশন স্টাডিজের মধ্যে কোন মতপার্থক্য দেখা দিলে প্রথমেই উভয় সংস্থার মতামত সিদ্ধান্তের জন্য সিভিকেটে পেশ করা হবে এবং এব্যাপারে সিভিকেটের সিদ্ধান্তই চূড়ান্ত বলে গণ্য হবে;

(ঞ) অন্যান্য বিশ্ববিদ্যালয় বা বোর্ডের পরীক্ষাকে এ বিশ্ববিদ্যালয়ের অনুরূপ পরীক্ষার সমতুল্য হিসেবে স্বীকৃতি দেওয়া;

(ট) পরিকল্পনা এবং উন্নয়ন কমিটি কর্তৃক শিক্ষকতা এবং গবেষণার নতুন কোন উন্নয়ন সম্পর্কে প্রেরিত প্রস্তাবের বিষয়ে পরামর্শ দেওয়া;

(ঠ) বিশ্ববিদ্যালয়ের গ্রন্থাগার ব্যবহার সংক্রান্ত বিধান ও প্রবিধান প্রণয়ন এবং সংশোধন করা;

(ড) কোন কলেজ বা ইনস্টিটিউটকে অধিভুক্ত করা বা অধিভুক্তি বাতিল করার বিষয়ে সিভিকেটের নিকট সুপারিশ করা;

(ঢ) বিশ্ববিদ্যালয়ের মধ্যে গবেষণার উন্নয়নের জন্য সুপারিশমালা তৈরি করা এবং এর নিকট প্রেরিত অনুরূপ শিক্ষা সংক্রান্ত অন্যান্য বিষয়ে সিভিকেটকে পরামর্শ প্রদান করা;

(ণ) শিক্ষা বিভাগ, গবেষণা ইনস্টিটিউট এবং জাদুঘর প্রতিষ্ঠার বিষয়ে প্রস্তাবনার উদ্যোগ নেওয়া এবং সিভিকেটের বিবেচনার জন্য সুপারিশমালা তৈরি করা; এবং

(ত) অধ্যাপক, রীড়ার, প্রভাষক বা অন্যান্য শিক্ষকতার পদ প্রবর্তন বা সাময়িকভাবে স্থগিত করার বিষয়ে উদ্যোগ নেওয়া এবং এ বিষয়ে সিভিকেটের নিকট সুপারিশমালা পেশ করা;

(৩) একাডেমিক কাউন্সিলের সভার কোরাম গঠনের জন্য মোট সদস্য-সংখ্যার ন্যূনতম এক-তৃতীয়াংশ সদস্যের উপস্থিতির প্রয়োজন হবে।

### ৩০. অনুষদসমূহ:

- (১) বিশ্ববিদ্যালয় কলা ও মানববিদ্যা, বিজ্ঞান, সমাজ বিজ্ঞান, বাণিজ্য, আইন, চিকিৎসা, শিক্ষা এবং প্রকৌশল অনুষদকে এর অন্তর্ভুক্ত করবে এবং সংবিধি নির্দেশিত পদ্ধতিতে বিদ্যমান অনুষদগুলোকে বিভক্ত অথবা যুক্ত এবং নতুন অনুষদ সৃষ্টি করতে পারবে।
- (২) প্রত্যেক অনুষদ একাডেমিক কাউন্সিলের নিয়ন্ত্রণ সাপেক্ষে সংবিধি ও বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা উক্ত অনুষদের ওপর ন্যস্ত বিষয়সমূহের শিক্ষকতা এবং কোর্সেস ও স্টাডিজ এবং গবেষণাকর্মের দায়িত্বে থাকবে।
- (৩) অনুষদসমূহের গঠন, ক্ষমতা এবং কার্যাবলী সংবিধি এবং বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্দেশিত হবে।
- (৪) অনুষদসমূহ পরামর্শক সংস্থার ভূমিকা পালন করবে যার সিদ্ধান্তসমূহ কার্যকারিতা দানের জন্যে একাডেমিক কাউন্সিলের মাধ্যমে সিদ্ধিকেটে যাবে।
- (৫) প্রতিটি অনুষদে একজন ডিন থাকবেন যিনি উক্ত অনুষদের সাথে সম্পর্কিত সংবিধি, বিশ্ববিদ্যালয় অধ্যাদেশ এবং বিধানাবলী যথাযথভাবে প্রতিপালনের দায়িত্বে থাকবেন।
- (৬) প্রতিটি অনুষদের অধ্যাপক এবং সহযোগী অধ্যাপকদের মধ্য থেকে সংশ্লিষ্ট অনুষদের অধীন বিভাগসমূহের সকল শিক্ষকের দ্বারা উক্ত অনুষদের ডিন নির্বাচিত হবেন, এবং তাঁর কার্যকাল হবে দু'বছর। 14

### ৩১. বিভাগসমূহ:

বিশ্ববিদ্যালয়ের বিভাগসমূহ বিশ্ববিদ্যালয়ে সংশ্লিষ্ট বিষয়সমূহের এবং সংবিধিবদ্ধ কলেজ বা ইনস্টিটিউটসমূহের শিক্ষকবৃন্দের সমন্বয়ে গঠিত হবে। সংবিধি দ্বারা নির্দেশিত পদ্ধতিতে বিভাগের সভাপতি নিযুক্ত হবেন। বিভাগের দায়িত্ব হবে সভাপতির নেতৃত্বে বিভাগীয় কার্যাবলীর পরিকল্পনা প্রণয়ন ও সমন্বয় সাধন করা। বিভাগীয় সভাপতি সংবিধি ও বিশ্ববিদ্যালয় অধ্যাদেশ অনুযায়ী তাঁর ক্ষমতা প্রয়োগ ও অন্যান্য কর্তব্য পালন করবেন।

**৩২. কমিটিজ অব কোর্সেস এন্ড স্টাডিজ:** দু'টি কমিটি অব কোর্সেস এন্ড স্টাডিজ থাকবে- একটি স্নাতকোত্তর, স্নাতক সম্মান এবং ডিপ্লোমা কোর্সসমূহের জন্যে এবং অন্যটি ডিগ্রি (পাস) ও সার্টিফিকেট কোর্সসমূহের জন্যে। এগুলো সংবিধি

নির্দেশিত পদ্ধতিতে গঠিত হবে এবং সংবিধি ও বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্দেশিত বিধান অনুযায়ী কাজ করবে।

### ৩৩. বোর্ড অব এডভান্সড স্টাডিজ:

বিশ্ববিদ্যালয়ে স্নাতকোত্তর শ্রেণিতে অধ্যয়নের ব্যবস্থা করার জন্যে একটি বোর্ড অব এডভান্সড স্টাডিজ থাকবে যা সংবিধি দ্বারা নির্দেশিত পদ্ধতিতে গঠিত হবে।

### ৩৪. অর্থ কমিটি:

(১) বিশ্ববিদ্যালয়ের আয় ও ব্যয় তত্ত্বাবধান, হিসাব-নিকাশ, সম্পত্তি ও তহবিল সংশ্লিষ্ট বিষয়াদি পরিচালনার ব্যাপারে সিভিকিটকে পরামর্শ দানের জন্যে একটি অর্থ কমিটি থাকবে, এবং এটা গঠিত হবে:-

(ক) উপাচার্য; (কক) উপ-উপাচার্য অথবা, একাধিক থাকলে আচার্য কর্তৃক মনোনীত উপ-উপাচার্য; (খ) সিভিকিট কর্তৃক মনোনীত একজন ব্যক্তি; (গ) একাডেমিক কাউন্সিল কর্তৃক মনোনীত একজন অনুষদ-ডিন; (ঘ) বিশ্ববিদ্যালয়ের শিক্ষকদের নিজেদের দ্বারা নির্বাচিত একজন বিশ্ববিদ্যালয়-শিক্ষক; (ঙ) সিনেট কর্তৃক মনোনীত একজন ব্যক্তি; এবং (চ) সিভিকিট কর্তৃক মনোনীত অর্থ সংশ্লিষ্ট বিষয়ে দু'জন বিশেষজ্ঞ।

(২) হিসাব নিয়ামক অর্থ কমিটির সচিব হবেন।

(৩) নির্বাচিত বা মনোনীত একজন সদস্যের কার্যকালের মেয়াদ হবে দু'বছর এবং তাঁদের উত্তরসূরী নির্বাচিত বা মনোনীত হয়ে কার্যভার গ্রহণ না করা পর্যন্ত তাঁদের কার্যকাল অব্যাহত থাকবে।

### ৩৫. পরিকল্পনা ও উন্নয়ন কমিটি:

(১) বিশ্ববিদ্যালয়ের একাডেমিক ও ভৌত পরিকল্পনা বাস্তবায়নের জন্যে একটি পরিকল্পনা ও উন্নয়ন কমিটি থাকবে এবং এটি নিম্নরূপে গঠিত হবে:-

(ক) উপাচার্য - সভাপতি;

(কক) উপ-উপাচার্য অথবা, একাধিক থাকলে আচার্য কর্তৃক মনোনীত উপ-উপাচার্য;১১

১১। ১৩ এপ্রিল ১৯৯৯ তারিখে প্রকাশিত বাংলাদেশ গেজেট মোতাবেক সংশোধিত।

১২। ১ আগস্ট ১৯৮৭ তারিখে প্রকাশিত বাংলাদেশ গেজেট সংশোধনী মোতাবেক সংশোধিত।

(খ) চমাবর্ত নিয়মে অনুষদসমূহের চারজন ডিন;

- (গ) সিডিকেট কর্তৃক মনোনীত একজন স্থপতি, একজন প্রকৌশলী এবং বিশ্ববিদ্যালয়ের বাইরের একজন অর্থ সংশ্লিষ্ট বিষয়ে বিশেষজ্ঞ।
- (২) পরিচালক (পরিকল্পনা ও উন্নয়ন), পরিকল্পনা ও উন্নয়ন কমিটির সচিব হবেন। 15
- (৩) উপাচার্য ব্যতীত একজন সদস্যের কার্যকালের মেয়াদ হবে দু'বছর এবং তাঁদের উত্তরসূরী নির্বাচিত বা মনোনীত হয়ে কার্যভার গ্রহণ না করা পর্যন্ত তাঁদের কার্যকাল অব্যাহত থাকবে।

#### ৩৬. নির্বাচনী বোর্ড:

- (১) অধ্যাপক, সহযোগী অধ্যাপক, সহকারী অধ্যাপক, প্রভাষক এবং বিশ্ববিদ্যালয়ের অন্যান্য গবেষণা ও শিক্ষকতার পদে নিয়োগদান ও অনুরূপ স্বীকৃতি প্রদানের সুপারিশ করার জন্যে নির্বাচনী বোর্ড থাকবে:-
- (২) নির্বাচনী বোর্ডের গঠন ও কার্যাবলী সংবিধি দ্বারা নির্ধারিত হবে।

#### ৩৭. বিশ্ববিদ্যালয়ের অন্যান্য কর্তৃপক্ষ:

সংবিধি দ্বারা বিশ্ববিদ্যালয়ের কর্তৃপক্ষ হিসেবে ঘোষিত হতে পারে এমন অন্যান্য কর্তৃপক্ষের গঠন, ক্ষমতা ও কার্যাবলী সংবিধি দ্বারা নির্ধারিত হবে।

#### ৩৮. বিশ্ববিদ্যালয় বোর্ড:

সংবিধি দ্বারা নির্ধারিত পদ্ধতিতে বিশ্ববিদ্যালয় একটি শৃঙ্খলা বোর্ড এবং অনুরূপ অন্যান্য বোর্ড গঠন করবে।

#### ৩৯. বোর্ডের গঠন ইত্যাদি:

বিশ্ববিদ্যালয়ের শৃঙ্খলা বোর্ড ও অন্যান্য সকল বোর্ডের গঠন, ক্ষমতা, কর্তব্য ও কার্যাবলী বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্ধারিত হবে।

#### ৪০. সংবিধি, বিশ্ববিদ্যালয় অধ্যাদেশ এবং প্রবিধানসমূহ:

এ আইনের বিধান সাপেক্ষে সংবিধিসমূহ দ্বারা নিচের সকল বিষয়ে শর্ত নির্ধারণ করা যাবে; যেমন:

- (ক) সম্মানসূচক ডিগ্রি প্রদান;
- (খ) ফেলোশিপ, বৃত্তি এবং পুরস্কার প্রবর্তন;
- (গ) বিশ্ববিদ্যালয়ের শিক্ষক এবং কর্মকর্তাদের পদবী, কর্তব্য ও ক্ষমতা এবং চাকরির শর্তাবলী;
- (ঘ) বিশ্ববিদ্যালয়ের কর্তৃপক্ষসমূহের গঠন, ক্ষমতা এবং কর্তব্যাদি;

- (ঙ) কলেজ, ইনস্টিটিউট এবং হোস্টেল প্রতিষ্ঠা এবং এগুলোর রক্ষণাবেক্ষণ;
- (চ) বিশ্ববিদ্যালয় কর্তৃক রক্ষণাবেক্ষণ করা হয় না এমন কলেজ ও হোস্টেলকে স্বীকৃতি প্রদান ও স্বীকৃতি প্রত্যাহারের এবং উক্ত কলেজ ও হোস্টেলসমূহের রক্ষণাবেক্ষণের শর্ত;
- (ছ) অধিভুক্ত কলেজসমূহের পরিচালনা পর্ষদের গঠন, ক্ষমতা ও কর্তব্যাদি;
- (জ) বিশ্ববিদ্যালয় শিক্ষকদের নিয়োগ ও স্বীকৃতির কার্যপদ্ধতি;
- (ঝ) বিশ্ববিদ্যালয় কর্মকর্তা, শিক্ষক, করণিক শ্রেণির কর্মচারী ও অন্যান্য কর্মচারীর হিতার্থে অবসরভাতা, বীমা ও ভবিষ্য তহবিলের ব্যবস্থা করা;
- (ঞ) রেজিস্টার্ড গ্র্যাজুয়েটদের নিবন্ধনের জন্যে একটি নিবন্ধন বহি সংরক্ষণ; এবং
- (ট) এ আইনের অধীনে সংবিধি দ্বারা নির্দেশিত হবে অথবা হতে পারে এমন সকল বিষয়। 16

#### ৪১. সংবিধি প্রণয়ন:

- (১) তফসিলে বর্ণিত সংবিধিই হবে বিশ্ববিদ্যালয়ের প্রথম সংবিধি।
- (২) সিভিকেট কর্তৃক প্রণীত সংবিধিতে বর্ণিত পদ্ধতি দ্বারা সংবিধিসমূহ সংশোধন, রহিত বা এগুলোতে সংযোজন করা যাবে।
- (৩) সিভিকেট কর্তৃক প্রণীত সকল সংবিধি অনুসমর্থনের জন্যে সিনেটে পেশ করতে হবে।
- (৪) সংবিধিসমূহের প্রস্তাব পাওয়ার পর সিনেট সংবিধিসমূহ বা এর নির্দিষ্ট কোন বিধান পুনর্বিবেচনার জন্যে তা সিভিকেটে ফেরত পাঠাতে পারবে কিন্তু যদি সিভিকেট প্রস্তাবিত সংশোধনীসহ বা অপরিবর্তিত রেখে সংবিধিসমূহের প্রস্তাব পুনরায় সিনেটে পেশ করে, তবে সিনেটের মোট সদস্য-সংখ্যার দুই-তৃতীয়াংশ কর্তৃক প্রত্যাখ্যাত না হলে তা অনুসমর্থিত হয়েছে মর্মে গণ্য হবে।

তবে শর্ত থাকে যে, বিশ্ববিদ্যালয়ের শিক্ষক, কর্মকর্তা এবং অন্যান্য কর্মচারির চাকুরির শর্তাবলী সম্পর্কিত সংবিধি সিনেটে পেশ করতে হবে কিন্তু এর অনুসমর্থনের প্রয়োজন হবে না।

- (৫) সিনেট কর্তৃক অনুসমর্থিত বা অনুসমর্থিত বলে গণ্য না হওয়া পর্যন্ত সিভিকেট কর্তৃক প্রস্তাবিত সংবিধির কোনো বৈধতা থাকবে না।
- (৬) এ আইনে ভিন্নরূপ কোন বিধান না থাকলে, প্রস্তাবিত সংবিধির বিষয়ে সংশ্লিষ্ট কর্তৃপক্ষকে মতামত প্রদানের সুযোগ না দিয়ে সিভিকেট এমন কোন

সংবিধি প্রস্তাব করবে না যাতে বিশ্ববিদ্যালয়ের কোন কর্তৃপক্ষের মর্যাদা, ক্ষমতা বা গঠন ক্ষতিগ্রস্ত হয়। উক্ত রূপে প্রদেয় মতামত লিখিতভাবে পেশ করতে হবে এবং তা সিভিকিট কর্তৃক বিবেচিত হওয়ার পর প্রস্তাবিত সংবিধির খসড়াসহ সিনেটে পেশ করতে হবে।

#### ৪২. বিশ্ববিদ্যালয় অধ্যাদেশ:

এ আইন ও সংবিধিসমূহের বিধান সাপেক্ষে, বিশ্ববিদ্যালয় অধ্যাদেশসমূহ দ্বারা নিম্নবর্ণিত সকল বা যে কোন বিষয় সম্পর্কে বিধান করা যাবে, যথা:-

(ক) বিশ্ববিদ্যালয়ে ও কলেজসমূহে শিক্ষার্থী ভর্তি এবং তাদের তালিকাভুক্তি; (খ) বিশ্ববিদ্যালয়ের সকল ডিগ্রি, সার্টিফিকেট এবং ডিপ্লোমার জন্যে পাঠ্যক্রম ও শিক্ষাক্রম নির্ধারণ; (গ) বিশ্ববিদ্যালয়ের ডিগ্রি, সার্টিফিকেট এবং ডিপ্লোমা কোর্সসমূহে ভর্তি, পরীক্ষাসমূহে অংশ গ্রহণ এবং ডিগ্রি, সার্টিফিকেট ও ডিপ্লোমা অর্জনের শর্তাদি নির্ধারণ; (ঘ) বিশ্ববিদ্যালয় শিক্ষার্থীদের আবাসনের শর্ত ও যোগ্যতা নির্ধারণ; (ঙ) বিশ্ববিদ্যালয় বা কলেজসমূহের শিক্ষাক্রম এবং পরীক্ষাসমূহে অংশগ্রহণ, ডিগ্রি, সার্টিফিকেট ও ডিপ্লোমাতে ভর্তির জন্যে আদায়যোগ্য ফি নির্ধারণ; (চ) বিশ্ববিদ্যালয়ের বিভিন্নভাবে স্থায়ী কমিটির গঠন, ক্ষমতা ও কর্তব্যাদি নির্ধারণ; (ছ) পরীক্ষাসমূহ পরিচালনা; এবং (জ) এ আইন বা সংবিধিসমূহের অধীনে যে সব বিষয় বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্ধারিত হবে অথবা হতে পারে।

#### ৪৩. দুই প্রকার বিশ্ববিদ্যালয় অধ্যাদেশ:

বিশ্ববিদ্যালয় অধ্যাদেশসমূহ হবে দুই প্রকারের- নির্বাহী এবং একাডেমিক। অধ্যাদেশগুলোর মধ্যে কোনটি নির্বাহী এবং কোনটি একাডেমিক হিসেবে গণ্য হবে তা ৪৪ এবং ৪৫ ধারার বিধানাবলী সাপেক্ষে সিভিকিটের সিদ্ধান্তক্রমে নির্ধারিত হবে।

#### ৪৪. নির্বাহী অধ্যাদেশ:

এ আইন ও সংবিধিসমূহের বিধান সাপেক্ষে নিম্নোক্ত বিষয়াবলী নির্বাহী অধ্যাদেশের মাধ্যমে নির্ধারিত হবে, যথা:

(ক) বিশ্ববিদ্যালয় কর্তৃক আদায়যোগ্য সকল প্রকার ফি; (খ) এ আইনে বর্ণিত কর্মকর্তা ব্যতিরেকে বিশ্ববিদ্যালয়ের অন্যান্য কর্মকর্তার ক্ষমতা ও কর্তব্যাদি; (গ) বিশ্ববিদ্যালয়ে চাকুরীজীবীদের বেতনক্রম; 17

(ঘ) বিশ্ববিদ্যালয় এবং কলেজসমূহের শিক্ষার্থীদের আচরণ ও শৃঙ্খলা বিধি এবং অসদাচরণ ও শৃঙ্খলা ভঙ্গের দায়ে ছাত্রত্ব বাতিল ও বহিস্কারসহ শাস্তি বিধি; (ঙ) কলেজসমূহ পরিদর্শনের কার্যপ্রণালী; এবং (চ) এ আইন বা সংবিধিসমূহের অধীনে যে সব বিষয় নির্বাহী অধ্যাদেশ দ্বারা নির্ধারণ করা প্রয়োজন।

#### ৪৫. একাডেমিক অধ্যাদেশ:

এ আইন ও সংবিধিসমূহের বিধান সাপেক্ষে নিম্নোক্ত বিষয়াবলী একাডেমিক অধ্যাদেশের মাধ্যমে নির্ধারিত হবে, যথা:

(ক) শিক্ষা বিভাগ এবং অধ্যাপনার পদ সৃষ্টি; (খ) বিশ্ববিদ্যালয়ের শিক্ষার্থীদের নিবন্ধন; (গ) অন্যান্য বিশ্ববিদ্যালয় ও শিক্ষা প্রতিষ্ঠান কর্তৃক পরিচালিত পরীক্ষাসমূহের সমতা বিধান; (ঘ) শিক্ষার্থীদের আবাসনের শর্তাদি; (ঙ) পরীক্ষাসমূহ পরিচালনা; (চ) পরীক্ষক নিয়োগ প্রণালী; (ছ) ফেলোশিপ, বৃত্তি এবং প্রদর্শনীর প্রবর্তন; (জ) বিশ্ববিদ্যালয় কর্তৃক প্রদত্ত সকল ডিগ্রি, ডিপ্লোমা ও সার্টিফিকেটের জন্য পাঠ্যসূচি প্রণয়ন ও শিক্ষাপ্রদান নির্ধারণ; (ঝ) বিশ্ববিদ্যালয়ে শিক্ষার্থী ভর্তি ও তাদের তালিকাভুক্তি; এবং (ঞ) বিশ্ববিদ্যালয়ের ডিগ্রি, ডিপ্লোমা বা সার্টিফিকেট কোর্সে ভর্তি, পরীক্ষাসমূহে অংশ গ্রহণ এবং ডিগ্রি, সার্টিফিকেট ও ডিপ্লোমা অর্জনের যোগ্যতার শর্তাবলী নির্ধারণ।

#### ৪৬. বিশ্ববিদ্যালয় অধ্যাদেশ প্রণয়ন পদ্ধতি:

আইনে ভিন্নরূপ কোন বিধান না থাকলে এ ধারা অনুযায়ী সিডিকেট কর্তৃক বিশ্ববিদ্যালয় অধ্যাদেশ প্রণীত হবে;

তবে শর্ত থাকে যে, একাডেমিক কাউন্সিলের সুপারিশ ব্যতিরেকে কোন একাডেমিক অধ্যাদেশ প্রণয়ন করা যাবে না।

#### ৪৭. প্রবিধান:

(১) বিশ্ববিদ্যালয়ের কর্তৃপক্ষসমূহ ও অন্যান্য সংস্থা এ আইন, সংবিধি ও বিশ্ববিদ্যালয় অধ্যাদেশের সাথে সঙ্গতি রেখে প্রবিধান প্রণয়ন করতে পারবে:-

- (ক) নিজ নিজ সভা পরিচালনার জন্যে কার্যপ্রণালী বিধি প্রণয়ন এবং সভার কোরাম গঠনের জন্যে প্রয়োজনীয় সদস্য-সংখ্যা নির্ধারণ;
- (খ) এ আইন, সংবিধিসমূহ বা বিশ্ববিদ্যালয় অধ্যাদেশের অধীনে প্রবিধান দ্বারা নির্ধারণযোগ্য সকল বিষয়ে প্রবিধান প্রণয়ন; এবং

- (গ) এ আইন, সংবিধি বা বিশ্ববিদ্যালয় অধ্যাদেশে বিধৃত হয়নি কেবলমাত্র এমন কর্তৃপক্ষ সংশ্লিষ্ট সকল বিষয়ে প্রবিধান প্রণয়ন।
- (২) বিশ্ববিদ্যালয়ের প্রত্যেক কর্তৃপক্ষ অথবা সংস্থা এর সভার তারিখ ও সভার বিবেচ্য বিষয়াবলী সম্পর্কে উক্ত কর্তৃপক্ষ বা সংস্থার সদস্যবৃন্দকে নোটিস প্রদান এবং সভার কার্যবিবরণীর রেকর্ড সংরক্ষণ সম্পর্কে প্রবিধান প্রণয়ন করবে;
- (৩) সিভিকিট এর দ্বারা নির্ধারিত পদ্ধতিতে এ ধারার অধীনে প্রণীত কোন প্রবিধান সংশোধনের অথবা উপ-ধারা (১) এর অধীনে প্রণীত কোন প্রবিধান বাতিল করার নির্দেশ দিতে পারবে;
- তবে শর্ত থাকে যে, বিশ্ববিদ্যালয়ের কোন কর্তৃপক্ষ বা সংস্থা অনুরূপ নির্দেশে অসন্তুষ্ট হলে বিষয়টি সম্পর্কে আচার্যের নিকট আপিল করতে পারবে এবং এ বিষয়ে তাঁর সিদ্ধান্তই চূড়ান্ত বলে গণ্য হবে। 18

#### ৪৮. কলেজ

- (১) এ আইনে সন্নিবেশিত শর্তাবলী পূরণ না করা পর্যন্ত কোন কলেজ বা ইনস্টিটিউটকে বিশ্ববিদ্যালয়ের অধিভুক্ত করা যাবে না।
- (২) অধিভুক্তকরণ বা অধিভুক্তি প্রত্যাহার সংক্রান্ত সকল বিষয়ে সিভিকিট একাডেমিক কাউন্সিলের সুপারিশ অনুযায়ী পরিচালিত হবে।
- (৩) অধিভুক্ত কলেজসমূহে আবাসন ও শিক্ষণের শর্তাবলি বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্দেশিত হবে এবং প্রতিটি অধিভুক্ত কলেজ এবিষয়ে সিভিকিট অথবা উপাচার্য প্রদত্ত ক্ষমতাপ্রাপ্ত কোন কর্মকর্তার পরিদর্শনের আওতাধীন থাকবে।
- (৪) অধিভুক্ত কোন কলেজ এর উপযোজনপ্রাপ্ত শিক্ষণের কোর্সের সাথে সংশ্লিষ্ট কোন বিষয় যোগ করতে চাইলে প্রচলিত কার্যপ্রণীয়া যথাসম্ভব অনুসরণ করতে হবে।
- (৫) কোন কলেজ সংবিধি এবং বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্দেশিত অথবা সিভিকিট কর্তৃক আরোপিত শর্তাদি মেনে চলতে ব্যর্থ হলে প্রয়োজনীয় তদন্তের পর সিভিকিট স্বীকৃতি প্রদানের তারিখে অথবা পরবর্তী যে কোন তারিখে প্রদত্ত স্বীকৃতি প্রত্যাহার করতে পারবে। ওপরে বর্ণিত এরূপ কোন তদন্তের ক্ষেত্রে সিভিকিট কলেজটিকে তদন্তে উপস্থিত হওয়ার এবং



আত্মপক্ষ সমর্থনের সুযোগ প্রদান করবে। সিডিকেট এ বিষয়ে গৃহীত নিজস্ব সিদ্ধান্ত কলেজটিকে জানিয়ে দেবে।

**৪৯. কলেজ সংশ্লিষ্ট সাধারণ বিধানাবলি:**

- (১) প্রতিটি অধিভুক্ত বেসরকারি কলেজ হবে সর্বসাধারণের শিক্ষা প্রতিষ্ঠান; এবং এর তহবিলের সম্পূর্ণটাই এর নিজস্ব শিক্ষামূলক উদ্দেশ্যে ব্যবহারের জন্যে নির্দিষ্ট থাকবে এবং এর পরিচালনা পর্ষদ কর্তৃক সার্বিকভাবে নিয়ন্ত্রিত হবে।
- (২) প্রতিটি অধিভুক্ত বেসরকারি কলেজ বা ইনস্টিটিউশন নিয়মতান্ত্রিকভাবে গঠিত একটি পরিচালনা পর্ষদ দ্বারা পরিচালিত হবে। উক্ত পরিচালনা পর্ষদের গঠন, ক্ষমতা এবং কর্তব্যাদি সংবিধি দ্বারা নির্ধারিত হবে। তবে শর্ত থাকে যে, অধিভুক্ত সরকারি কলেজের পরিচালনা পর্ষদ সরকার প্রণীত নীতিমালা অনুযায়ী গঠিত হবে।
- (৩) কলেজের অধ্যক্ষ কিংবা কলেজ-প্রধান কলেজের অভ্যন্তরীণ প্রশাসন এবং শৃঙ্খলার দায়িত্বে থাকবেন।
- (৪) প্রতিটি কলেজ সিডিকেটকে এ মর্মে সন্তুষ্ট করবে যে, দান অথবা কলেজ পরিচালনাকারী সংস্থার অঙ্গীকারনামাসূত্রে কলেজের সুদক্ষ ও অব্যাহত ব্যবস্থাপনার জন্যে পর্যাপ্ত অর্থের সংস্থান রয়েছে।
- (৫) কলেজ কর্তৃক নির্ধারিত টিউশন ও অন্যান্য ফি বিশ্ববিদ্যালয় অধ্যাদেশে নির্দেশিত ন্যূনতম হারের চেয়ে কম বা সর্বোচ্চ হারের চেয়ে অধিক হবে না।
- (৬) প্রতিটি কলেজ বিশ্ববিদ্যালয়ের সংশ্লিষ্ট সংবিধি, অধ্যাদেশ এবং প্রবিধান মেনে চলবে।
- (৭) কলেজে শিক্ষার্থী ভর্তির বিষয়টি বিশ্ববিদ্যালয় অধ্যাদেশ ও প্রবিধান দ্বারা নির্দেশিত শর্তাদি অনুযায়ী পরিচালিত হবে।
- (৮) প্রতিটি কলেজ বা ইনস্টিটিউট সাধারণত বিশ্ববিদ্যালয়ের টার্ম, অবকাশ ও ছুটির নিয়ম মেনে চলবে।
- (৯) প্রতিটি কলেজ বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্দেশিত নিবন্ধন-বহি ও নথি সংরক্ষণ করবে এবং সময়ে সময়ে বিশ্ববিদ্যালয়ের চাহিদা মোতাবেক পরিসংখ্যান ও অন্যান্য তথ্য সরবরাহ করবে।
- (১০) প্রতিটি কলেজ প্রত্যেক বছর সিডিকেট কর্তৃক নির্ধারিত তারিখের মধ্যে পূর্ববর্তী বছরের কার্যাবলির বিবরণ, ব্যবস্থাপনার দায়িত্বপ্রাপ্ত কর্মচারীদের

মধ্যে কোন পরিবর্তন হলে তার কারণ ও প্রেক্ষাপট সংবলিত বিবরণ, শিক্ষার্থীর সংখ্যা, আয় ও ব্যয়ের বিবরণ এবং প্রয়োজনীয় অন্যান্য বিবরণ সংবলিত একটি প্রতিবেদন সিভিকিটের নিকট জমা দেবে।

- (১১) বিশ্ববিদ্যালয়ের নিষেধাজ্ঞার কারণে কোন কলেজের কার্যক্রম বন্ধ হয়ে গেলে, এর সম্পত্তির বিষয়ে সুস্পষ্ট কোন বিধান না থাকলে সরকারের সাথে পরিচালনা পর্ষদ এবং বিশ্ববিদ্যালয়ের পারস্পরিক আলোচনার মাধ্যমে বিষয়টির নিষ্পত্তি হবে। এ সংস্থাসমূহ নিষ্পত্তির ব্যাপারে ঐকমত্যে পৌঁছাতে ব্যর্থ হলে সরকার এক জন সালিশ নিষ্পত্তিকারী নিয়োগ দেবে যার সিদ্ধান্ত চূড়ান্ত বলে গণ্য হবে।
- (১২) কলেজ পরিচালনা পর্ষদ কলেজে অধ্যাপনায় নিয়োজিত সদস্যবৃন্দের কল্যাণের জন্য সরকারি নীতিমালা অনুযায়ী ভবিষ্য তহবিল পরিচালনা করবে। 19
- (১৩) বেসরকারি কলেজের মালিকানাধীন বা পরিচালনা পর্ষদের নিয়ন্ত্রণাধীন সকল ট্রাস্ট ফান্ড কলেজের হিসাব বিবরণীতে পৃথকভাবে প্রদর্শন করতে হবে।
- (১৪) বেসরকারি কলেজের মালিকানাধীন বা পরিচালনা পর্ষদের নিয়ন্ত্রণাধীন তহবিলসমূহ সম্পত্তি এবং এরূপ ট্রাস্ট ফান্ডের তহবিল বিনিয়োগের জন্যে আইন ও সময়ে সময়ে সরকার অনুমোদিত অন্যান্য শ্রেণির সিকিউরিটিজের ক্ষেত্রে বিনিয়োগ করা যাবে।
- (১৫) অধিভুক্ত বেসরকারি কলেজে নিয়োগকৃত সকল শিক্ষকের বেতন, পদমর্যাদা, দক্ষতা ও শৃঙ্খলাবিধিসহ চাকরীর শর্তাবলি বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্ধারিত হবে।

#### ৫০. আবাসন:

বিশ্ববিদ্যালয়ের প্রত্যেক শিক্ষার্থী সংবিধি ও বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্ধারিত শর্তে ও স্থানে বসবাস করবে।

#### ৫১. হল:

বিশ্ববিদ্যালয়ের হলসমূহ সংবিধি দ্বারা প্রদত্ত নির্দেশনা অনুযায়ী হবে।

#### ৫২. হোস্টেল:

- (১) হোস্টেলসমূহ বিশ্ববিদ্যালয় অধ্যাদেশ নির্দেশিত সাধারণ অথবা বিশেষ শর্তাধীনে সিভিকিট কর্তৃক অনুমোদিত ও অনুমতিপ্রাপ্ত হবে।
- (২) হোস্টেলের ওয়ার্ডেন এবং তত্ত্বাবধানকারী কর্মচারিগণ সংবিধি দ্বারা নির্দেশিত পদ্ধতিতে নিযুক্ত হবেন।
- (৩) হোস্টেলে আবাসনের শর্তাবলি বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্দেশিত হবে। শৃঙ্খলা বোর্ড কর্তৃক এবিষয়ে প্রদত্ত ক্ষমতাপ্রাপ্ত উক্ত বোর্ডের কোন সদস্য এবং সিভিকিট কর্তৃক এবিষয়ে প্রদত্ত ক্ষমতাপ্রাপ্ত বিশ্ববিদ্যালয়ের কোন কর্মকর্তা দ্বারা প্রতিটি হোস্টেল পরিদর্শনের আওতাধীন থাকবে।
- (৪) অধ্যাদেশ দ্বারা নির্দেশিত শর্তানুসারে পরিচালিত না হলে যে কোন হোস্টেলের অনুমতিপত্র সাময়িকভাবে বাতিল বা প্রত্যাহারের ক্ষমতা সিভিকিটের থাকবে।

#### ৫৩. বিশ্ববিদ্যালয়ের পাঠ্যপুঁমে ভর্তি:

- (১) বিশ্ববিদ্যালয়ের স্নাতক, স্নাতকোত্তর ও অন্যান্য পাঠ্যপুঁমে শিক্ষার্থী ভর্তি একাডেমিক কাউন্সিল কর্তৃক এতদুদ্দেশ্যে গঠিত ভর্তি কমিটি প্রণীত বিধি অনুযায়ী পরিচালিত হবে।
- (২) বাংলাদেশের উচ্চ মাধ্যমিক ও মাধ্যমিক শিক্ষা বোর্ডসমূহের ইন্টারমিডিয়েট অথবা উচ্চ মাধ্যমিক পরীক্ষা অথবা বাংলাদেশে আপাত বলবৎ কোন আইনের অধীনে গঠিত কর্তৃপক্ষের পরীক্ষা অথবা সংবিধিসমূহ দ্বারা এগুলোর সমমানের বলে স্বীকৃত অন্য কোন পরীক্ষায় উত্তীর্ণ না হলে এবং বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্দেশিত অন্যান্য যোগ্যতা না থাকলে কোন শিক্ষার্থী বিশ্ববিদ্যালয়ে বা এর অধিভুক্ত কোন কলেজে ডিগ্রি অর্জনের জন্য কোন পাঠ্যপুঁমে ভর্তির যোগ্য হবে না।
- (৩) বিশ্ববিদ্যালয়ের ডিপ্লোমা কোর্সসমূহে শিক্ষার্থী ভর্তির শর্তাবলি বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্দেশিত হবে।
- (৪) ডিগ্রির জন্য কোন পাঠ্যপুঁমে ভর্তির বিষয়ে বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্ধারিত পদ্ধতিতে অন্য কোন বিশ্ববিদ্যালয় কর্তৃক প্রদত্ত ডিগ্রিকে বিশ্ববিদ্যালয় স্থায়ী ডিগ্রির সমমানের অথবা স্বীকৃত কোন বিশ্ববিদ্যালয় বা বোর্ডের ইন্টারমিডিয়েট বা উচ্চ মাধ্যমিক পরীক্ষা ব্যতীত অন্য কোন

পরীক্ষাকে ইন্টারমিডিয়েট বা উচ্চ মাধ্যমিক পরীক্ষার সমমানের বলে স্বীকৃতি দান করতে পারবে।

#### ৫৪. পরীক্ষা:

- (১) উপাচার্যের সাধারণ নিয়ন্ত্রণাধীনে পরীক্ষা নিয়ন্ত্রক কর্তৃক পরীক্ষা পরিচালনার সার্বিক ব্যবস্থা গ্রহণ করা হবে।
- (২) একাডেমিক কাউন্সিল পরীক্ষা কমিটিসমূহ গঠন করবে। পরীক্ষা কমিটির গঠন, ক্ষমতা, দায়িত্ব ও কর্তব্য বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্দেশিত হবে।
- (৩) একজন পরীক্ষক পরীক্ষার ক্ষেত্রে কোন কারণে স্থায়ী দায়িত্ব পালনে অপরগ হলে উপাচার্য উক্ত শূন্য পদ পূরণকল্পে একজন পরীক্ষক নিয়োগ করবেন।

#### ৫৫. চাকরির শর্তাবলি: ২০

- (১) বিশ্ববিদ্যালয়ের বেতনভোগী প্রত্যেক শিক্ষক ও কর্মকর্তা লিখিত চুক্তির মাধ্যমে নিযুক্ত হবেন। চুক্তিটি বিশ্ববিদ্যালয়ের রেজিস্ট্রারের নিকট সংরক্ষিত থাকবে এবং সংশ্লিষ্ট শিক্ষক বা কর্মকর্তাকে এর একটি অনুলিপি প্রদান করতে হবে।
- (২) শিক্ষক বা কর্মকর্তা কর্তৃক কোন রাজনৈতিক দৃষ্টিভঙ্গি পোষণ বা বিশ্ববিদ্যালয় বহির্ভূত আইনস্বীকৃত কোন সংগঠনের সাথে যুক্ত থাকার স্বাধীনতাকে ক্ষুণ্ণ না করে চাকরির শর্তাবলি নির্ধারিত হবে এবং চুক্তিতে এটি সুস্পষ্টভাবে বর্ণিত হবে।

তবে শর্ত থাকে যে, বিশ্ববিদ্যালয়ের বেতনভোগী কোন শিক্ষক, কর্মকর্তা-কর্মচারী জাতীয় সংসদ সদস্য পদে নির্বাচিত হওয়ার জন্যে প্রার্থী হতে চাইলে তিনি তাঁর মনোনয়ন পত্র দাখিলের পূর্বে বিশ্ববিদ্যালয়ের চাকরি থেকে ইস্তফা দেবেন।

- (৩) বিশ্ববিদ্যালয়ের কোন বেতনভোগী শিক্ষক বা কর্মকর্তাকে নৈতিক স্থলন, অসদাচরণ বা অদক্ষতার দায়ে চাকরিচ্যুত করা যাবে। কিন্তু এরূপ কোন শিক্ষক বা কর্মকর্তাকে তাঁর বিরুদ্ধে আনীত নৈতিক স্থলন বা অদক্ষতার অভিযোগ সম্পর্কে একটি তদন্ত কমিটি কর্তৃক তদন্ত অনুষ্ঠিত না হওয়া পর্যন্ত চাকরিচ্যুত করা যাবে না। তদন্ত কমিটিতে সংশ্লিষ্ট শিক্ষক বা কর্মকর্তা মনোনীত একজন প্রতিনিধি থাকতে পারবেন।

#### ৫৬. বার্ষিক প্রতিবেদন:

সিভিকিটের নির্দেশনা মোতাবেক বার্ষিক প্রতিবেদন প্রস্তুত করে তা পরবর্তী শিক্ষাবর্ষের ৩১ জানুয়ারি কিংবা তার পূর্বে কমিশনে পেশ করতে হবে।

#### ৫৭. বার্ষিক হিসাব:

- (১) সিভিকিটের নির্দেশনা মোতাবেক বার্ষিক হিসাব বিবরণী ও স্থিতিপত্র (Balance Sheet) প্রস্তুত করা হবে এবং তা কমিশন মনোনীত কর্তৃপক্ষ কর্তৃক নিরীক্ষিত হবে।
- (২) এ হিসাব বিবরণী নিরীক্ষা-প্রতিবেদনের অনুলিপিসহ কমিশনে পেশ করতে হবে।

#### ৫৮. ব্যাখ্যা:

এ আইন বা সংবিধিসমূহ, বিশ্ববিদ্যালয় অধ্যাদেশ বা প্রবিধানের কোন বিষয়ে ব্যাখ্যা অথবা কোন ব্যক্তি বিশ্ববিদ্যালয়ের কোন কর্তৃপক্ষ বা অন্য কোন সংস্থার সদস্য হিসেবে যথাযথভাবে মনোনীত হয়েছেন কিনা বা সদস্য হওয়ার যোগ্য কিনা, সে বিষয়ে কোন প্রশংস উত্থাপিত হলে বিষয়টি বাংলাদেশের এটর্নি জেনারেলের নিকট তাঁর মতামতের জন্যে প্রেরণ করা হবে এবং সে অনুযায়ী সিভিকিট সিদ্ধান্ত গ্রহণ করবে।

#### ৫৯. অসুবিধা দূরীকরণ:

বিশ্ববিদ্যালয়ের কার্যাবলি সম্পাদনের ক্ষেত্রে অথবা এর কোন কর্তৃপক্ষের প্রথম বৈঠকের বিষয়ে বা এ আইনের বিধানাবলি প্রথম কার্যকর করার বিষয়ে কোন অসুবিধা দেখা দিলে, বিশ্ববিদ্যালয়ের সকল কর্তৃপক্ষ গঠিত হবার পূর্বে যে কোন সময়ে উক্ত অসুবিধা দূরীকরণ আচার্যের নিকট সমীচীন বা প্রয়োজনীয় বলে প্রতীয়মান হলে তিনি আদেশ দ্বারা এ আইন এবং সংবিধির সঙ্গে যথাসম্ভব সঙ্গতি রক্ষা করে যে কোন পদে নিয়োগদান বা অন্য কোন ব্যবস্থা গ্রহণ করতে পারবেন এবং এ প্রকার প্রত্যেকটি আদেশের মাধ্যমে প্রদত্ত নিয়োগ ও গৃহীত ব্যবস্থা এ আইনের বিধান অনুসারে কার্যকর করা হয়েছে বলে গণ্য হবে।

তবে শর্ত থাকে যে, আচার্য এরূপ কোনো আদেশ প্রদান বা কোন কার্যব্যবস্থা গ্রহণ করার পূর্বে উপাচার্যের মতামত গ্রহণ ও বিবেচনা করবেন।

**৬০. কর্তৃপক্ষীয় সদস্য হওয়ার ক্ষেত্রে প্রতিবন্ধকতা:**

- (১) কোন ব্যক্তিই বিশ্ববিদ্যালয় বা কলেজের কোন পদে অধিষ্ঠিত থাকার বা বিশ্ববিদ্যালয় বা কলেজের কোন কর্তৃপক্ষ বা অন্য কোন সংস্থার সদস্য হওয়ার অথবা এরূপে বহাল থাকার যোগ্য হবেন না যদি তিনি,-
- (ক) অপ্রকৃতিস্থ, বধির, বোবা অথবা তাঁর দায়িত্বপালনে অন্য কোনভাবে অক্ষম হন,
- (খ) আর্থিকভাবে দেউলিয়া ঘোষিত হবার পর দায় থেকে অব্যাহতি লাভ না করে থাকেন,
- (গ) নৈতিক স্বলনজনিত অপরাধে আদালত কর্তৃক শাস্তিপ্রাপ্ত হন, 21
- (ঘ) সিভিকিটের বিশেষ অনুমতি ব্যতিরেকে বিশ্ববিদ্যালয় পরিচালিত কোন পরীক্ষার পাঠ্যপুস্তক হিসেবে নির্ধারিত স্বলিখিত বা স্বসম্পাদিত কোন বইয়ের প্রকাশনা, সংগ্রহ বা সরবরাহকারী কোন প্রতিষ্ঠানে ব্যক্তিগতভাবে অংশীদার হিসেবে বা অন্য কোন প্রকারের আর্থিক স্বার্থের সঙ্গে জড়িত থাকেন;

তবে শর্ত থাকে যে, এ ধারা মোতাবেক কেউ অযোগ্য কিনা সে বিষয়ে সংশয় বা বিরোধ দেখা দিলে সে ব্যাপারে আচার্য সিদ্ধান্ত গ্রহণ করবেন এবং এ ব্যাপারে তাঁর সিদ্ধান্তই চূড়ান্ত বলে গণ্য হবে।

**৬১. বিশ্ববিদ্যালয় কর্তৃপক্ষ ও সংস্থার গঠন সম্পর্কে বিরোধ:**

বিশ্ববিদ্যালয়ের কোন কর্তৃপক্ষ বা অন্য কোন সংস্থার সদস্য হিসেবে কোন ব্যক্তি যথাযথভাবে নির্বাচিত বা নিযুক্ত হয়েছেন কিনা অথবা সদস্য হওয়ার যোগ্য কিনা সে বিষয়ে কোন প্রশংসার উত্থাপিত হলে বিষয়টি বাংলাদেশের এটর্নি জেনারেলের নিকট তাঁর মতামতের জন্যে প্রেরণ করা হবে এবং সে অনুযায়ী সিভিকিট সিদ্ধান্ত গ্রহণ করবে।

**৬২. কমিটি গঠন:**

এ আইন বা সংবিধিসমূহ দ্বারা বিশ্ববিদ্যালয়ের কোন কর্তৃপক্ষকে কমিটি গঠনের ক্ষমতা প্রদান করা হলে ভিনডুবরূপ কোন বিধান না থাকলে উক্ত কর্তৃপক্ষ কর্তৃক স্থিরকৃত এর সদস্য এবং এর নির্ধারিত অনুরূপ অন্যান্য ব্যক্তি থাকলে তাঁদেরকে নিয়ে উক্ত কমিটি গঠিত হবে।

### ৬৩. আকস্মিক সৃষ্ট শূন্যপদ পূরণ:

বিশ্ববিদ্যালয়ের কোন কর্তৃপক্ষ বা সংস্থার পদাধিকারবলে সদস্য ব্যতীত অন্যান্য সদস্য পদে আকস্মিক শূন্যতা সৃষ্টি হলে যে ব্যক্তি বা সংস্থা উক্ত সদস্যকে নিযুক্ত, নির্বাচিত বা মনোনীত করেছিলেন সে ব্যক্তি বা সংস্থা যথাশীঘ্র উক্ত শূন্য পদ পূরণ করবে এবং যে ব্যক্তি এ প্রকার শূন্য পদে নিযুক্ত, নির্বাচিত বা মনোনীত হবেন, তিনি যাঁর স্থলাভিষিক্ত হয়েছেন তাঁর অসমাপ্ত মেয়াদের জন্যে উক্ত কর্তৃপক্ষ বা সংস্থার সদস্য পদে বহাল থাকবেন।

### ৬৪. সভার কার্যবিবরণী প্রভৃতির বৈধতা:

বিশ্ববিদ্যালয়ের কোন কর্তৃপক্ষ বা সংস্থায় কেবলমাত্র কোন পদ শূন্য থাকার কারণে অথবা উক্ত কর্তৃপক্ষ বা সংস্থা গঠনের জন্যে নিয়োগ, মনোনয়ন বা নির্বাচন অনুষ্ঠানের ক্ষেত্রে ব্যর্থতা বা ত্রুটি থাকা অথবা অন্য কোন ত্রুটির কারণে উক্ত কর্তৃপক্ষ বা সংস্থার কোনও কার্য বা কার্যবিবরণী অবৈধ হবে না অথবা সে বিষয়ে কোন প্রশংসিত তোলা যাবে না। ১৩

১৩। ২৬ ডিসেম্বর, ১৯৭৫ তারিখে প্রকাশিত বাংলাদেশ সরকারি প্রজ্ঞাপন বলে সংশোধিত।

### ৬৫. আচার্যের নিকট আপীল:

- (১) কোন চুক্তির বিষয়ে এবং এ আইন বা সংবিধির অধীনে বিশেষভাবে বিধান করা হয়নি এমন কোন বিষয়ে বিশ্ববিদ্যালয় এবং এর কোন কর্মকর্তা বা শিক্ষকের মধ্যে বিরোধ দেখা দিলে সংশ্লিষ্ট কর্মকর্তা বা শিক্ষকের বিশ্ববিদ্যালয়ের উপাচার্যের মাধ্যমে আচার্যের নিকট আপিল পেশ করার অধিকার থাকবে। উপাচার্য স্বীয় মন্তব্য সহকারে আপিলটি আচার্যের নিকট পেশ করবেন। আপিলের বিষয়ে আচার্যের সিদ্ধান্তই চূড়ান্ত বলে গণ্য হবে।
- (২) কোন চুক্তির বিষয়ে এবং এ আইন বা সংবিধির অধীনে বিশেষভাবে বিধান করা হয়নি এমন কোন বিষয়ে কোন কলেজ এবং এর কোন কর্মকর্তা বা শিক্ষকের মধ্যে বিরোধ দেখা দিলে সংশ্লিষ্ট কর্মকর্তা বা শিক্ষকের পরিচালনা পর্ষদের সভাপতির মাধ্যমে আচার্যের নিকট আপিল পেশ করার অধিকার থাকবে। সভাপতি স্বীয় মন্তব্য সহকারে আপিলটি আচার্যের নিকট পেশ করবেন। আপিলের বিষয়ে আচার্যের সিদ্ধান্তই চূড়ান্ত বলে গণ্য হবে। ২২

#### ৬৬. অবসরভাতা ও ভবিষ্য তহবিল:

- (১) সংবিধি নির্দেশিত পদ্ধতি এবং শর্তাবলি সাপেক্ষে, বিশ্ববিদ্যালয় এর কর্মকর্তা, শিক্ষক, করণিক কর্মচারী ও অন্যান্য কর্মচারীর কল্যাণার্থে যেরূপ সমীচীন মনে করবে সেরূপ অবসরভাতা, গোষ্ঠী বীমা, কল্যাণ তহবিল, ভবিষ্য তহবিল অথবা আনুতোমিক প্রদানের সুবিধা সৃষ্টি করতে পারবে।
- (২) কোন ভবিষ্য তহবিল গঠিত হলে সরকার এমর্মে ঘোষণা করতে পারবে যে, সরকারি ভবিষ্য তহবিলের ওপর ভবিষ্য তহবিল আইন, ১৯২৫ এর বিধানসমূহ যেরূপ প্রযোজ্য, উক্ত তহবিলের ওপরও সেরূপ প্রযোজ্য হবে।

#### ৬৭. সংবিধিবদ্ধ মঞ্জুরী:

এ আইনের উদ্দেশ্য পূরণকল্পে বিশ্ববিদ্যালয় প্রতি বছর মঞ্জুরী কমিশন থেকে এর দ্বারা নির্ধারিত অংকের অর্থ লাভ করবে।

#### ৬৮. রহিতকরণ এবং হেফাজত: ১

- (১) বিশ্ববিদ্যালয় আইন সংশোধনী অধ্যাদেশ, ১৯৭৯ (XXIX of 1979) এতদ্বারা রহিত করা হলো।
- (২) এতদরহিতকরণ সত্ত্বেও উক্ত অধ্যাদেশ দ্বারা সংশোধিত ঢাকা বিশ্ববিদ্যালয় আদেশ, ১৯৭৩ (P.O. No. 11 of 1973) রাজশাহী বিশ্ববিদ্যালয় আইন, ১৯৭৩ (XXVI of 1973), চট্টগ্রাম বিশ্ববিদ্যালয় আইন, ১৯৭৩ (XXXIII of 1973) এবং জাহাঙ্গীরনগর বিশ্ববিদ্যালয় আইন, ১৯৭৩ (XXXIV of 1973) এর কোন বিধানের অধীনে কোন কর্তৃত্ব প্রদান, বিজ্ঞপ্তি জারি অথবা নির্দেশ প্রদানসহ কোন কিছু সম্পন্ন হলে অথবা কোন কার্যমুম্ গৃহীত হলে সেগুলো এ আইন দ্বারা সংশোধিত রাষ্ট্রপতির আদেশ (P.O) এবং আইনের অনুরূপ বিধান দ্বারা কৃত, গৃহীত, প্রদত্ত, জারিকৃত অথবা নির্দেশিত হয়েছে মর্মে গণ্য হবে।

#### ৬৯. অন্তর্বর্তীকালীন ব্যবস্থা:

এ আইন কার্যকর হওয়ার পরও রহিত অধ্যাদেশের অধীনে গঠিত সিভিকিট, একাডেমিক কাউন্সিল এবং অন্যান্য সকল কর্তৃপক্ষ, কমিটি এবং সংস্থার কার্যমুম্ এ আইনের অধীনে নতুন সিভিকিট, একাডেমিক কাউন্সিল এবং কর্তৃপক্ষসমূহ, কমিটিসমূহ এবং সংস্থাসমূহ যথাযথভাবে গঠিত না হওয়া পর্যন্ত অব্যাহত থাকবে এবং রহিত অধ্যাদেশ অনুযায়ী পদাধিকারী ব্যক্তিবর্গ এ আইনানুযায়ী নতুনভাবে সদস্য নিযুক্ত বা মনোনীত অথবা নির্বাচন অনুষ্ঠিত না হওয়া পর্যন্ত অব্যাহতভাবে কাজ করবেন।

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স্বাক্ষরিত/- ১৪.১০.২০১৮ (প্রফেসর ড. শিরীণ আখতার) উপ-উপাচার্য, চ.বি. ও সভাপতি চট্টগ্রাম বিশ্ববিদ্যালয়ে প্রচলিত ইংরেজি ভাষায় প্রণীত আইনসমূহ বাংলায় ভাষান্তরকরণ কমিটি।	স্বাক্ষরিত/- ১৪.১০.২০১৮ (প্রফেসর ড. মোহাম্মদ মহীবুল আজিজ) বাংলা বিভাগ, চ.বি. ও সদস্য চট্টগ্রাম বিশ্ববিদ্যালয়ে প্রচলিত ইংরেজি ভাষায় প্রণীত আইনসমূহ বাংলায় ভাষান্তরকরণ কমিটি।	স্বাক্ষরিত/- ১৪.১০.২০১৮ (প্রফেসর মো: মোর্শেদ মাহমুদ খান) আইন বিভাগ, চ.বি. ও সদস্য চট্টগ্রাম বিশ্ববিদ্যালয়ে প্রচলিত ইংরেজি ভাষায় প্রণীত আইনসমূহ বাংলায় ভাষান্তরকরণ কমিটি।	
স্বাক্ষরিত/- ১৪.১০.২০১৮ (প্রফেসর মাইনুল হাসান চৌধুরী) ইংরেজি বিভাগ, চ.বি ও সদস্য চট্টগ্রাম বিশ্ববিদ্যালয়ে প্রচলিত ইংরেজি ভাষায় প্রণীত আইনসমূহ বাংলায় ভাষান্তরকরণ কমিটি।	স্বাক্ষরিত/- ১৪.১০.২০১৮ (প্রফেসর সুকান্ত ভট্টাচার্য) ইংরেজি বিভাগ, চ.বি. ও সদস্য চট্টগ্রাম বিশ্ববিদ্যালয়ে প্রচলিত ইংরেজি ভাষায় প্রণীত আইনসমূহ বাংলায় ভাষান্তরকরণ কমিটি।	স্বাক্ষরিত/- ১৪.১০.২০১৮ (কে এম নূর আহমদ) রেজিস্ট্রার (ভারপ্রাপ্ত), চ.বি. ও সদস্য চট্টগ্রাম বিশ্ববিদ্যালয়ে প্রচলিত ইংরেজি ভাষায় প্রণীত আইনসমূহ বাংলায় ভাষান্তরকরণ কমিটি।	স্বাক্ষরিত/- ১৪.১০.২০১৮ (মোহাম্মদ ইউসুফ) ডেপুটি রেজিস্ট্রার (প্রশাসন) ও সদস্য-সচিব চট্টগ্রাম বিশ্ববিদ্যালয়ে প্রচলিত ইংরেজি ভাষায় প্রণীত আইনসমূহ বাংলায় ভাষান্তরকরণ কমিটি।

## তফসিল

### বিশ্ববিদ্যালয়ের প্রথম সংবিধি

১. সংজ্ঞা : এই সংবিধিতে বিষয় বা প্রসঙ্গের পরিপন্থী কোন কিছু না থাকলে :-

- (ক) “আইন” অর্থ চট্টগ্রাম বিশ্ববিদ্যালয় আইন, ১৯৭৩;
- (খ) “কর্তৃপক্ষ”, “কর্মকর্তা”, “অধ্যাপক”, “সহযোগী অধ্যাপক”, “সহকারী অধ্যাপক”, “প্রভাষক” এবং “রেজিস্টার্ড গ্র্যাজুয়েট” অর্থ যথাক্রমে বিশ্ববিদ্যালয়ের কর্তৃপক্ষ, কর্মকর্তা, অধ্যাপক, সহযোগী অধ্যাপক, সহকারী অধ্যাপক, প্রভাষক এবং রেজিস্টার্ড গ্র্যাজুয়েটবৃন্দকে বোঝানো হয়েছে।
- (গ) “ধারা” অর্থ এ আইনের ধারা।

২. বোর্ড অব এডভান্সড স্টাডিজ:

- (১) বোর্ড অব এডভান্সড স্টাডিজ এর গঠন হবে :-
  - (ক) উপাচার্য- পদাধিকার বলে সভাপতি;
  - (খ) অনুষদসমূহের ডিন এবং অধ্যাপকবৃন্দ;
- (গ) বোর্ড কর্তৃক মনোনীত অন্য বিশ্ববিদ্যালয়ের দু’জন শিক্ষক।
- (২) রেজিস্ট্রার বোর্ড অফ এডভান্সড স্টাডিজ-এর সচিব হবেন।
- (৩) বোর্ড অফ এডভান্সড স্টাডিজ-এর মনোনীত সদস্যগণের কার্যকালের মেয়াদ হবে দু’বছর।

৩. বোর্ড অব এডভান্সড স্টাডিজ এর কার্যক্রম:

- (১) বোর্ড অব এডভান্সড স্টাডিজ-এর কার্যক্রম হবে-
  - (ক) স্নাতকোত্তর পর্যায়ের শিক্ষা সংশ্লিষ্ট সকল বিষয়ে উপাচার্য, সিন্ডিকেট এবং একাডেমিক কাউন্সিলকে পরামর্শদান;
  - (খ) যথাযোগ্য কর্তৃপক্ষের নিকট বিবিধ একাডেমিক প্রকল্প, সকল প্রকার বৃত্তি ও ফেলোশিপ মঞ্জুরীর বিষয়ে সুপারিশ করা;
  - (গ) বিভিন্ন বিভাগে চলমান গবেষণাকর্ম পুণঃ সমীক্ষা করা এবং বোর্ডের সন্তুষ্টি বিধানের উপযুক্ত উচ্চমান বজায় রেখে পিএইচ.ডি. ডিগ্রি অর্জনের জন্যে যথোপযুক্ত জনবল ও উপকরণের লভ্যতা নিশ্চিত করা।
- (২) প্রয়োজনীয় সুবিধাদিসহ কার্যকর তত্ত্বাবধানের লভ্যতা সম্পর্কে বোর্ড অফ এডভান্সড স্টাডিজ সন্তুষ্ট না হওয়া পর্যন্ত কোন বিভাগকে কোন নির্দিষ্ট বিষয়ে পিএইচ.ডি. ডিগ্রির কার্যক্রম গ্রহণের অনুমতি দেয়া যাবে না।

৪. অনুষদসমূহ :

- (১) অনুষদের গঠন হবে -

- (ক) ডিন - সভাপতি;
  - (খ) অনুষদের অধ্যাপকবৃন্দ;
  - (গ) অনুষদভুক্ত বিভাগসমূহের সভাপতিবৃন্দ;
  - (ঘ) এ বিশ্ববিদ্যালয়ের সংশ্লিষ্ট অনুষদের প্রত্যেক বিভাগ হতে দু'জন শিক্ষক;<sup>১</sup>
  - (ঙ) (বাতিল); এবং
  - (চ) অন্যান্য বিশ্ববিদ্যালয়ের সংশ্লিষ্ট অনুষদ/এ বিশ্ববিদ্যালয়ের অনুষদের দু'জন বিশেষজ্ঞ শিক্ষক<sup>২</sup>।
- (২) এই আইনের বিধান সাপেক্ষে প্রত্যেক অনুষদের নিম্নবর্ণিত ক্ষমতা থাকবে-
- (ক) কমিটি অফ কোর্সেস এন্ড স্টাডিজ গঠন করা;
  - (খ) একাডেমিক কাউন্সিলের নিকট অনুষদভুক্ত বিষয়ে পরীক্ষকদের নাম সুপারিশ করা;
  - (গ) একাডেমিক কাউন্সিলকে ডিগ্রি, ডিপ্লোমা এবং অন্যান্য উপাধি (distinction) প্রদানের শর্তসমূহ সুপারিশ করা;
  - (ঘ) একাডেমিক কাউন্সিল থেকে প্রেরিত এধরণের অন্যান্য বিষয়াদি নিয়ে কাজ করা।

#### ৫. নির্বাচনী বোর্ড:<sup>৩</sup>

- (১) অধ্যাপক ও সহযোগী অধ্যাপক পদে নিয়োগের সুপারিশ প্রদানের জন্যে গঠিত নির্বাচনী বোর্ডের গঠন হবে-
- (ক) উপাচার্য - সভাপতি;
  - (খ) আচার্য কর্তৃক মনোনয়নের দিন থেকে দু'বছর মেয়াদের জন্যে মনোনীত তিনজন বিশেষজ্ঞ যাদের মধ্যে একজন বহিরাগত বিশেষজ্ঞ থাকবেন;
  - (গ) মনোনয়নের দিন থেকে দু'বছর মেয়াদের জন্যে সিভিলিটেট মনোনীত দু'জন সদস্য; এবং
  - (ঘ) মনোনয়নের দিন থেকে দু'বছর মেয়াদের জন্যে আচার্য কর্তৃক মনোনীত দু'জন সদস্য।
- তবে শর্ত থাকে যে, মনোনীত বিশেষজ্ঞগণের কার্যকাল তাঁদের উত্তরসূরী মনোনীত না হওয়া পর্যন্ত অব্যাহত থাকবে।

আরো শর্ত থাকে যে, উপরোল্লিখিত সংশোধনী এবং শর্তসমূহ ২৭-৫-১৯৭৬ থেকে কার্যকর হবে।

- (২) সহকারী অধ্যাপক ও প্রভাষক এবং অন্যান্য গবেষণা ও শিক্ষকতাপদে নিয়োগের সুপারিশ প্রদানের জন্যে নির্বাচনী বোর্ডের গঠন হবে-

(ক) উপাচার্য - সভাপতি;

(খ) মনোনয়নের দিন থেকে দু'বছর মেয়াদের জন্যে  
সিভিকিট কর্তৃক মনোনীত দু'জন সদস্য; এবং

(গ) সংশ্লিষ্ট বিভাগের সভাপতি যদি তাঁর পদমর্যাদা সহযোগী  
অধ্যাপকের নিচে না হয়।

তবে শর্ত থাকে যে, মনোনীত বিশেষজ্ঞগণের কার্যকাল তাঁদের উত্তরসূরী  
মনোনীত না হওয়া পর্যন্ত অব্যাহত থাকবে।

আরো শর্ত থাকে যে, উপরোল্লিখিত সংশোধনী এবং শর্তসমূহ ২৭-৫-  
১৯৭৬ থেকে কার্যকর হবে।

- (২) নির্বাচনী বোর্ড একজন বিশেষ যোগ্যতাসম্পন্ন প্রার্থীকে উচ্চতর প্রারম্ভিক  
বেতন মঞ্জুরের জন্যে সিভিকিটের নিকট সুপারিশ করতে পারবে। নির্বাচনী  
বোর্ডের সুপারিশক্রমে সিভিকিট স্থায়ী নির্ধারিত শর্তে একজন অসাধারণ  
কৃতিত্বপূর্ণ ব্যক্তিকে বিশ্ববিদ্যালয়ে অধ্যাপকের পদ  
(Professorship) অর্পণ করতে পারবে।

১ ও ২. ২২-৬-২০০১ খ্রিস্টাব্দে অনুষ্ঠিত সিনেট সভায় সংশোধিত ও অনুসমর্থিত।

৩. ১৪-৭-১৯৯৪ খ্রিস্টাব্দে অনুষ্ঠিত সিনেট সভায় সংশোধিত ও অনুসমর্থিত।

#### ৬. কমিটি অব কোর্সেস এন্ড স্টাডিজ:

- (১) স্নাতকোত্তর, সম্মান ও ডিপ্লোমা কোর্সসমূহের কমিটি অফ কোর্সেস এন্ড  
স্টাডিজগঠিত হবে-

(ক) বিভাগের সভাপতি - সভাপতি;

(খ) সভাপতি কর্তৃক মনোনীত অনধিক দশজন বিভাগীয় শিক্ষক;

(গ) (বাদ) ; এবং

(ঘ) অন্য বিশ্ববিদ্যালয়ের/গবেষণা সংস্থার সংশ্লিষ্ট বিষয়ের  
তিনজন শিক্ষক/গবেষক<sup>১</sup>।

(২) এ কমিটির কার্যকালের মেয়াদ হবে দু'বছর<sup>২</sup>।

(৩-৪) [ অনাবশ্যক ];

(৫) এই আইনের বিধান সাপেক্ষে কমিটি অফ কোর্সেস এন্ড স্টাডিজ-এর নিম্নবর্ণিত ক্ষমতা থাকবে-

(ক) সংশ্লিষ্ট বিষয়ের অন্তর্ভুক্ত বিভিন্ন পাঠ্যক্রমের সিলেবাস তৈরি করা ;

(খ) সংশ্লিষ্ট বিষয়ের অন্তর্ভুক্ত বিভিন্ন পরীক্ষার প্রশ্নপত্র প্রণেতা ও পরীক্ষকের প্যানেল তৈরি করা;

এবং

(গ) অনুমিত বা একাডেমিক কাউন্সিল কর্তৃক অর্পিত অন্যান্য একাডেমিক দায়িত্ব পালন করা।

#### ৭. বিভাগের সভাপতি :

সহকারী অধ্যাপক পদের নীচে নয় এমন বিভাগীয় শিক্ষকদের মধ্য থেকে জ্যেষ্ঠতার ভিত্তিতে পালাক্রমে উপাচার্য কর্তৃক তিন বছর মেয়াদের জন্যে বিভাগের সভাপতি নিযুক্ত হবেন।

ব্যাখ্যা : এ সংবিধির উদ্দেশ্য পূরণকল্পে পদবী ও পদমর্যাদার ভিত্তিতে জ্যেষ্ঠতা নির্ধারণ করা হবে এবং কোন ক্ষেত্রে পদবী ও পদমর্যাদা সমান হলে সমপদে চাকরীকালের দৈর্ঘ্যের ভিত্তিতে জ্যেষ্ঠতা নির্ধারণ করা হবে; এবং যথা সময়ে লভ্যসর্বোচ্চ পদবীরপ্রবীণতম শিক্ষককে দিয়ে পালাক্রম শুরু হবে।

#### ৮. হল সমূহ :

(১) হল-প্রাধ্যক্ষ উপাচার্য কর্তৃক নিযুক্ত হবেন এবং উপাচার্য কর্তৃক নির্ধারিত মেয়াদে ও শর্তে তিনি দায়িত্ব পালন করবেন।

বিশ্ববিদ্যালয়ের হলগুলো হবে--

- |                           |                                      |
|---------------------------|--------------------------------------|
| (i) আলাওল হল;             | (vi) শহীদ আবদুর রব হল;               |
| (ii) স্যার এ.এফ.রহমান হল; | (vii) প্রীতিলতা হল;                  |
| (iii) শাহজালাল হল;        | (viii) সোহরাওয়ার্দী হল;             |
| (iv) শামসুন নাহার হল;     | (ix) দেশেন্দ্রী বেগম খালেদা জিয়া হল |

(v) শাহ আমানত হল; (x) সংবিধি দ্বারা ঘোষিত হবে এরূপ অন্যান্য হল।

১ ও ২. ২২-৬-২০০১ খ্রিস্টাব্দে অনুষ্ঠিত সিনেট সভায় সংশোধিত ও অনুসমর্থিত।

#### ৯. হোস্টেলসমূহ :

অনুমোদিত ও অনুমতিপ্রাপ্ত হোস্টেলসমূহের ওয়ার্ডেন এবং তত্ত্বাবধানকারী কর্মচারিগণ উক্ত হোস্টেল রক্ষণাবেক্ষণকারী কর্তৃপক্ষ কর্তৃক উপাচার্যের অনুমোদন সাপেক্ষে নিয়োগপ্রাপ্ত হবেন।

#### ১০. সম্মানসূচক ডিগ্রিসমূহ :

সিভিকিট কর্তৃক সম্মানসূচক ডিগ্রি অর্পণের প্রস্তাব আচার্যের নিকট তাঁর অনুমোদনের জন্যে পেশ করতে হবে।

#### ১১. রেজিস্টার্ড গ্র্যাজুয়েটগণ :

- (ক) কমপক্ষে ৩ বছর (যে কোন ডিগ্রি পরীক্ষার ফল প্রকাশের তারিখ থেকে তিন বছর গণনা করা হবে) বা ততোধিক সময় অতিক্রান্ত হয়েছে বিশ্ববিদ্যালয়ের এমন গ্র্যাজুয়েটবৃন্দ উপাচার্য কর্তৃক সময়ে সময়ে নির্বাহী আদেশের মাধ্যমে নির্ধারিত নিবন্ধন ফি জমা দিয়ে রেজিস্টার্ড গ্র্যাজুয়েটদের রেজিস্টারে সাধারণ সদস্য অথবা আজীবন সদস্য হিসেবে নিজেদের নাম তালিকাভুক্ত করতে পারবেন।
- (খ) রেজিস্টার্ড গ্র্যাজুয়েট যারা রেজিস্টার্ড গ্র্যাজুয়েটদের রেজিস্টারে নিজেদের নাম আজীবনের জন্যে তালিকাভুক্ত করেছেন, তাঁরা মৃত্যুবরণ অথবা পদত্যাগ না করা পর্যন্ত বা পরবর্তী অন্যান্য কোন ফি প্রদান ব্যতিরেকে তাঁদের সদস্যপদ বহাল থাকবে এবং তাঁরা রেজিস্টার্ড গ্র্যাজুয়েটের জন্যে প্রযোজ্য সুবিধাবলি ভোগ করতে থাকবেন।
- (গ) আজীবন রেজিস্টার্ড গ্র্যাজুয়েট হিসেবে তালিকাভুক্ত গ্র্যাজুয়েটগণ ব্যতীত বিশ্ববিদ্যালয়ের গ্র্যাজুয়েট হিসেবে কমপক্ষে তিন বছর অতিক্রান্ত হয়েছে এমন সকল গ্র্যাজুয়েট আসন্ন সিনেটে রেজিস্টার্ড গ্র্যাজুয়েটবৃন্দের ২৫ জন প্রতিনিধি নির্বাচনে নিজেরা ভোটের হবার জন্যে সংবাদ পত্রে প্রচারিত বিজ্ঞপ্তিতে বর্ণিত তারিখ ও সময়ের মধ্যে উপাচার্য কর্তৃক নির্বাহী আদেশের মাধ্যমে নির্ধারিত নিবন্ধন ফি জমা দিয়ে তিন শিক্ষাবর্ষের জন্যে (সাধারণ সদস্যপদের জন্যে) তাঁদের নাম তালিকাভুক্ত করার যোগ্য হবেন।

তবে শর্ত থাকে যে, উপরে বর্ণিত উদ্দেশ্য পূরণকল্পে ফি পরিশোধের তারিখ ও তৎপরবর্তী ৩০ জুনের মধ্যবর্তী সময়সীমাকে একটি পূর্ণ শিক্ষাবর্ষ হিসেবে গণনা করা হবে।

(ঘ) একজন রেজিস্টার্ড গ্র্যাজুয়েটের (সাধারণ সদস্য পদধারী) অনুরূপ রেজিস্টার্ড গ্র্যাজুয়েট হিসেবে বহাল থাকার মেয়াদ ওপরের ১(গ) ধারায় বর্ণিত তিন শিক্ষাবর্ষ অতিক্রান্ত হবার পর স্বয়ংক্রিয়ভাবে শেষ হবে এবং রেজিস্টার্ড গ্র্যাজুয়েটদের রেজিস্টার থেকে তাঁর নাম খারিজ করা হবে।

২. ধারা (১) অনুযায়ী রেজিস্টার্ড গ্র্যাজুয়েট হিসেবে তালিকাভুক্ত হওয়ার আবেদন ‘পরিশিষ্ট - ক’-তে প্রদত্ত ফরমে করতে হবে।

৩. গ্র্যাজুয়েটদের নিবন্ধন সংক্রান্ত আদেশ, সংবিধি এবং বিশ্ববিদ্যালয় অধ্যাদেশের অনুবর্তিতার বিষয়ে সকল বিতর্কের ব্যাপারে চট্টগ্রাম বিশ্ববিদ্যালয় সিনেটের সভাপতি সিদ্ধান্ত প্রদান করবেন।

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১. ২৭-৬-২০১৪ খ্রিস্টাব্দে অনুষ্ঠিত সিনেট সভায় সংশোধিত ও অনুসমর্থিত।

৪. আবেদন ফরম দাখিল করার পূর্বে কোন গ্র্যাজুয়েট কোন নৈতিক স্বল্পন অথবা অপরাধমূলক কর্মের দায়ে দোষী সাব্যস্ত হলে এবং শাস্তিপ্রাপ্ত হলে রেজিস্টার্ড গ্র্যাজুয়েট হওয়ার যোগ্য হবেন না।

৫. (ক) ওপরের ধারা (১) অনুযায়ী একজন গ্র্যাজুয়েটকে নির্ধারিত আবেদন ফরমের সাথে নিম্নলিখিত দলিলাদি/কাগজপত্র যথাযথভাবে পূরণ করে জমা দিতে হবে :

- (i) এ বিশ্ববিদ্যালয় থেকে অর্জিত যোগ্যতাসম্পন্ন ডিগ্রির সমর্থনে প্রাপ্ত সনদের সত্যায়িত ফটোকপি;
- (ii) ছবির উল্টো পৃষ্ঠায় স্বহস্তে পূর্ণ নাম লিখিত ও যথাযথভাবে সত্যায়িত আবেদনকারীর সম্প্রতি তোলা তিনটি পাসপোর্ট আকারের ছবি;
- (iii) নোট (iii)-এ বর্ণিত নির্ধারিত ব্যক্তি দ্বারা সত্যায়িত একটি পৃথক কাগজের পৃষ্ঠায় আবেদনকারীর তিনটি নমুনা স্বাক্ষর;
- (খ) আবেদনের নির্ধারিত ফরম রেজিস্টারের কার্যালয় থেকে অথবা চট্টগ্রাম বিশ্ববিদ্যালয় ওয়েব সাইট (<http://www.cu.ac.bd>) থেকে

ডাউন লোড করা যাবে। সময়ে সময়ে নির্বাহী আদেশের মাধ্যমে নির্ধারিত নিবন্ধন ফি দরখাস্তের সাথে একত্রে দাখিল করতে হবে।  
(গ) নিবন্ধন এবং নির্ধারিত আবেদন ফরমের ফি রেজিস্ট্রারের অনুকূলে অগ্রণী ব্যংক লিঃ, চট্টগ্রাম বিশ্ববিদ্যালয় শাখা/জনতা ব্যংক লিঃ, চট্টগ্রাম বিশ্ববিদ্যালয় শাখা, চট্টগ্রাম-এ চট্টগ্রাম বিশ্ববিদ্যালয়ের বিবিধ আদায় রসিদ স্লিপের মাধ্যমে নগদে অথবা নির্বাহী আদেশের মাধ্যমে সময়ে সময়ে নির্ধারিত পদ্ধতিতে পরিশোধ করতে হবে।

নোট: i) শর্ত থাকে যে, যদি কোন গ্র্যাজুয়েট তাঁর বিভিন্ন ডিগ্রির ভিত্তিতে রেজিস্টার্ড গ্র্যাজুয়েট হিসেবে একাধিক তালিকাভুক্তির জন্যে একাধিক আবেদন ফরম জমা দেন, তবে কোন নোটিস ছাড়াই তাঁর সকল আবেদন খারিজ করা হবে;

আরো শর্ত থাকে যে, কোন গ্র্যাজুয়েট ইতোমধ্যে তাঁর নাম রেজিস্টার্ড গ্র্যাজুয়েটদের রেজিস্টারে আজীবন সদস্য অথবা আসন্ন সিনেটে রেজিস্টার্ড গ্র্যাজুয়েটবৃন্দের ২৫ জন প্রতিনিধি নির্বাচনের জন্যে তালিকাভুক্ত করলে, তিনি যদি পুনরায় রেজিস্টার্ড গ্র্যাজুয়েট হিসেবে তালিকাভুক্ত হওয়ার জন্যে আরেকটি বা একাধিক আবেদন দাখিল করেন তবে রেজিস্টার্ড গ্র্যাজুয়েট হিসেবে তাঁর বর্তমান আজীবন অথবা তিন শিক্ষাবর্ষের তালিকাভুক্তি যথাক্রমে আজীবনের অথবা সংশ্লিষ্ট সেসনের শেষাবধি বৈধ থাকবে কিন্তু পরবর্তীতে দাখিলকৃত আবেদন(সমূহ) কোন নোটিস ছাড়াই খারিজকৃত মর্মে গণ্য হবে;

ii) রেজিস্টার্ড গ্র্যাজুয়েট হিসেবে নিবন্ধনের জন্যে ফি একবার পরিশোধ করা হলে তা কোন অবস্থায়ই ফেরতযোগ্য হবে না যদি আবেদনপত্র বাছাইয়ে বাতিল হয়।

iii) সব ধরনের সত্যায়ন পাবলিক বিশ্ববিদ্যালয়ের একজন শিক্ষক অথবা রেজিস্ট্রার/ ডেপুটি রেজিস্ট্রার অথবা বাংলাদেশের একজন গেজেটেড অফিসার অথবা বিদেশে বাংলাদেশী কূটনৈতিক বা কনসুলার মিশনে কর্মরত গেজেটেড অফিসার দ্বারা সম্পন্ন করতে হবে।

iv) অনির্ধারিত ফর্মে এবং/অথবা যে কোনভাবে অসম্পূর্ণ আবেদন বাতিল বলে গণ্য হবে এবং উক্ত বাতিলকৃত আবেদনের সাথে তার জন্যে পরিশোধকৃত ফি বাজেয়াপ্ত করা হবে।



v) একজন রেজিস্টার্ড গ্র্যাজুয়েটের বিশেষাধিকার বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্ধারিত হবে।

#### ১২. শিক্ষকদের স্বীকৃতি :

- (১) বিশ্ববিদ্যালয়ের স্বীকৃত শিক্ষকগণের যোগ্যতা বিশ্ববিদ্যালয় অধ্যাদেশের মাধ্যমে নির্ধারণ করা হবে।
- (২) বিশ্ববিদ্যালয়ের শিক্ষকদের স্বীকৃতির সব আবেদন সিভিকিট কর্তৃক সে বিষয়ে প্রণীত প্রবিধান দ্বারা নির্ধারিতপদ্ধতিতে করতে হবে।
- (৩) অধ্যাপক বা সহযোগী অধ্যাপক হিসেবে স্বীকৃতির মেয়াদতদ্বিষয়ে প্রণীত বিশ্ববিদ্যালয় অধ্যাদেশ দ্বারা নির্ধারিত হবে। বিশ্ববিদ্যালয়ের অধ্যাপক ব্যতীত অন্য কোন প্রকার শিক্ষক হিসেবে স্বীকৃতিপ্রাপ্তকালে কর্মরত একজন ব্যক্তিতদদিন কলেজে চাকরিরত থাকবেন ততদিন তদ্রূপ স্বীকৃত হবেন।
- (৪) উপাচার্যেরবরাতে সিভিকিট একজন শিক্ষকের নিকট থেকে স্বীকৃতি প্রত্যাহার করে নিতে পারবে।

#### ১৩. অধিভুক্তি :

- (১) অধিভুক্তির জন্যে একটি কলেজকে নির্ধারিত ফর্মে রেজিস্ট্রারের নিকট আবেদন করে তা' প্রার্থিত অধিভুক্তি কার্যকর হবার পূর্ববর্তি শিক্ষাবর্ষের ১৫ অক্টোবর তারিখের মধ্যে তাঁর নিকট দাখিল করতে হবে এবং সিভিকিটকে এমর্মে সন্তুষ্ট করতে হবে,-
  - ক) যে কলেজটি একটি পরিচালনা পর্ষদের ব্যবস্থাপনাধীন থাকবে ;
  - খ) যে শিক্ষা দানে নিয়োজিত জনবলের সামষ্টিক ক্ষমতা ও যোগ্যতা এবং তাঁদের চাকরিকাল নিয়ন্ত্রণের শর্তাবলীএমন হবে যার দ্বারা শিক্ষণের পাঠক্রমসমূহ, শিক্ষাদান অথবা প্রশিক্ষণ দানের যথোপযুক্ত ব্যবস্থা করা যাবে এবং যে শিক্ষার্থীদের তত্ত্বাবধান ও পরামর্শদান এবং টিউটোরিয়ালের জন্য পর্যাপ্ত ব্যবস্থা করা হয়েছে;
  - গ) যে, যে ভবনগুলোতে কলেজটি অবস্থিত হবে সেগুলো যথোপযুক্ত হবে এবং কলেজের হোস্টেল বা যে সকল শিক্ষার্থী পিতা-মাতা বা অভিভাবকদের সাথে বাস করে না তাদের জন্যে সংবিধি ও

বিশ্ববিদ্যালয় অধ্যাদেশের সাথে সঙ্গতি রেখে কলেজ কর্তৃক অনুমোদিত হোস্টেল বা বাসস্থানের ব্যবস্থা করা হয়েছে এবং শিক্ষার্থীদের শারীরিক ও সাধারণ কল্যাণার্থে ক্রীড়া, খেলাধুলা ও এ্যাথলটিক্স এর সুযোগ-সুবিধার ব্যবস্থা করা হয়েছে এবং যে, ক্যাম্পাসে শিক্ষক ও শিক্ষার্থীদের অনানুষ্ঠানিকভাবে মিলিত হবার সুযোগ-সুবিধারও ব্যবস্থা করা হবে;

- ঘ) যে যথেষ্ট পরিমাণ বৃহদাকারের একটি পাঠাগারের যথোপযুক্তব্যবস্থা থাকবে যা ক্লাস বিরতিকালীন সময়ে বা কলেজ সময়ের পরে ছাত্রছাত্রীদের একান্তে পড়াশুনার কর্মক্ষেত্র হিসেবে ব্যবহৃত হওয়ার জন্যে পর্যাপ্ত সময় পর্যন্ত খোলা থাকবে;
- ঙ) যখন পরীক্ষানির্ভর বিজ্ঞানের কোন শাখার জন্যে অধিভুক্তি চাওয়া হবে তখন সেখানে বিজ্ঞানের ঐ শাখায় শিক্ষাদানের জন্যে যথাযথভাবে যন্ত্রপাতিসজ্জিত পরীক্ষাগার বা জাদুঘরের ব্যবস্থা করা হয়েছে বা হবে;
- চ) যে সম্ভবপর হলে অধ্যক্ষ এবং কিছু সংখ্যক শিক্ষকের জন্যে কলেজের ভেতরে বা নিকটে অথবা শিক্ষার্থীদের বাসস্থানের জন্যে নির্ধারিত স্থানে বাসস্থানের ব্যবস্থা করা হবে;
- ছ) যে কলেজের এমন আর্থিক সম্পদ আছে যদ্বারা উহার অব্যাহত রক্ষণাবেক্ষণ ও কার্যকর কর্ম পরিচালনার ব্যবস্থা করা যায়। ব্যবস্থাপনা কর্তৃপক্ষ বিশ্ববিদ্যালয়কে এমর্মে সম্ভুষ্ট করবে যে কলেজের রক্ষণাবেক্ষণ বাবদ খরচের একটি অংশ এর নিজস্ব সম্পদ থেকে মেটাতে পারে; এবং
- জ) যে কলেজের অধিভুক্তি একই এলাকায় অবস্থিত প্রতিবেশী কলেজগুলোর ছাত্রছাত্রীদের জন্যে বিদ্যমান বন্দোবস্তের প্রতি সম্মান প্রদর্শন করবে এবং শিক্ষা ও শৃঙ্খলার স্বার্থের প্রতি ক্ষতিকর হবে না।
- (২) আবেদনে এমর্মে আরো নিশ্চয়তা থাকবে যে কলেজটিকে অধিভুক্তি প্রদান করার পরে বদলী বা ব্যবস্থাপনা এবং শিক্ষকমণ্ডলীর মধ্যে সকল ধরনের পরিবর্তন অবিলম্বে সিডিকেটে রিপোর্ট করা হবে।
- (৩) অনুচ্ছেদ (১) অনুযায়ী আবেদন পত্র পাওয়ার পর সিডিকেট :-

- ক) সিভিকিট দ্বারা প্রাধিকারপ্রাপ্ত একজন উপযুক্ত ব্যক্তি বা ব্যক্তিবর্গের মাধ্যমে এবিষয়ে অনুচ্ছেদ (১)-এ বর্ণিত বিষয় এবং অনুরূপ প্রয়োজনীয় ও এর সংশ্লিষ্ট বলে বিবেচিত হতে পারে এমন অন্যান্য বিষয়ে স্থানীয় অনুসন্ধানের নির্দেশ দেবে;
- খ) অনুরূপ অধিকতর অনুসন্ধান চালাবে যা প্রয়োজনীয় হতে পারে; এবং
- গ) একাডেমিক কাউন্সিলের সুপারিশের ভিত্তিতে আবেদন পত্রটি সম্পূর্ণ অথবা আংশিক গৃহীত হওয়া কিংবা প্রত্যাখ্যাত হবার প্রশ্নে সিদ্ধান্ত গ্রহণ করবে।
- (৪) সিভিকিট প্রত্যেক অধিভুক্ত কলেজে ন্যূনতম প্রয়োজনীয় শিক্ষক-সংখ্যা এবং শিক্ষাদানের পরিসর(scope)নির্ধারণ করবে।
- (৫) চাকরির শর্তাবলী ও প্রাপ্য বেতনের বর্ণনাসহ একটি লিখিত চুক্তিনামার মাধ্যমে সরকারি কলেজ ব্যতীত অধিভুক্ত কলেজের প্রত্যেক শিক্ষক নিয়োগপ্রাপ্ত হবেন। এই চুক্তিনামার একটি কপি বিশ্ববিদ্যালয়ে সংরক্ষিত থাকবে।

#### ১৪. পরিদর্শন ও প্রতিবেদনসমূহ :

- (১) বিশ্ববিদ্যালয়ের অধিভুক্ত প্রতিটি কলেজ এমন প্রতিবেদন ও বিবরণী এবং অন্যান্য তথ্যসরবরাহ করবে যার দ্বারাসিভিকিট কলেজের দক্ষতা বিচার করতে সক্ষম হবে।
- (২) সিভিকিট এ বিষয়ে এর দ্বারা ক্ষমতাপ্রাপ্ত একজন উপযুক্ত ব্যক্তি বা ব্যক্তিবর্গের মাধ্যমে সময়ে সময়ে অনুরূপকলেজগুলোর প্রত্যেকটিকেপরিদর্শনের ব্যবস্থা করবে।
- (৩) সিভিকিটের নিকট প্রয়োজনীয় মর্মে বিবেচিত হবে এমন কোন কার্যক্রম নির্ধারিত সময়সীমার মধ্যে গ্রহণের জন্যে অনুরূপভাবে পরিদর্শনকৃত যে কোন কলেজকেসিভিকিট কর্তৃক আহ্বান জানানো যেতে পারে।

#### ১৫. কলেজে অধ্যাপনা এবং কলেজসমূহ ও বিশ্ববিদ্যালয়ের মধ্যে সহযোগিতাঃ

- (১) একটি কলেজ এর জন্যে সময়ে একাডেমিক কাউন্সিলের পরামর্শের ভিত্তিতে সিন্ডিকেট কর্তৃক অনুমোদিত বিষয়সমূহ তৎকর্তৃক নির্ধারিত মান বজায় রেখে শিক্ষণের ব্যবস্থা করবে।
- (২) একাডেমিক কাউন্সিলের সাথে পরামর্শের ভিত্তিতে সিন্ডিকেট কর্তৃক মঞ্জুরীকৃত পূর্বানুমতি ব্যতিরেকে একটি কলেজ শিক্ষাদানের জন্যে অনুমোদিত যে কোন বিষয়ের শিক্ষণ স্থগিত করতে পারবেনা।
- (৩) একাডেমিক কাউন্সিলের পরামর্শ বিবেচনা করে এবং সংশ্লিষ্ট কলেজ বা কলেজগুলোর কর্তৃপক্ষের সাথে আলোচনা করে সিন্ডিকেট কলেজসমূহের নিজেদের মধ্যে এবং কলেজসমূহ ও বিশ্ববিদ্যালয়ের মধ্যে সহযোগিতার ভিত্তিতে শিক্ষাদানের ব্যবস্থা করবে।
- (৪) উপাচার্যের পূর্ব অনুমোদন সাপেক্ষে এবং স্ব স্ব কলেজের অধ্যক্ষের মাধ্যমে শিক্ষার্থীদের দাখিলকৃত আবেদনপত্রের ভিত্তিতে বিশ্ববিদ্যালয়ের শিক্ষার্থীদের হিতার্থে একজন বিশ্ববিদ্যালয়ের শিক্ষকের প্রদত্ত বক্তৃতা কলেজসমূহের শিক্ষার্থীদের জন্য উন্মুক্ত করা যেতে পারে। অনুরূপভাবে, উপাচার্যের পূর্ব অনুমোদন সাপেক্ষে নিজের কলেজের শিক্ষার্থীদের হিতার্থে প্রদত্ত বিশ্ববিদ্যালয়ের কোন স্বীকৃত শিক্ষকের দেওয়া বক্তৃতা অন্য কোন কলেজ বা বিশ্ববিদ্যালয়ের শিক্ষার্থীদের জন্য উন্মুক্ত করা যেতে পারে।

তবে শর্ত থাকে যে, বক্তৃতা অনুষ্ঠিত হচ্ছে এমন কলেজের অধ্যক্ষ কর্তৃক উক্ত বহিরাগত ছাত্রদেরকে বক্তৃতায় উপস্থিত থাকার অনুমতি প্রদান করা হবেনা যতক্ষণ না তারা নিজ নিজ কলেজের অধ্যক্ষের মাধ্যমে এবিষয়ে একটি আবেদনপত্র দাখিল করবে।

#### ১৬. রেজিস্ট্রারের নিয়োগ :

সিন্ডিকেট কর্তৃক একটি নির্বাচনী বোর্ডের সুপারিশের ভিত্তিতে রেজিস্ট্রার নিয়োগপ্রাপ্ত হবেন যেটি গঠিত হবে :-

(ক) উপাচার্য - সভাপতি;

- (খ) একাডেমিক কাউন্সিল দ্বারা নির্বাচিত একাডেমিক কাউন্সিলের একজন সদস্য;
  - (গ) সিন্ডিকেট দ্বারা নির্বাচিত সিন্ডিকেটের দু'জন সদস্য ;
  - (ঘ) আচার্য কর্তৃক মনোনীত দু'জন ব্যক্তি;
  - (ঙ) সরকার কর্তৃক নিয়োগপ্রাপ্ত একজন ব্যক্তি;
- তবে শর্ত থাকে যে, মনোনীত/নির্বাচিত/নিয়োগপ্রাপ্ত সদস্যগণ তাঁদের উত্তরসূরী মনোনীত/ নির্বাচিত/নিয়োগপ্রাপ্ত না হওয়া পর্যন্ত উক্ত দায়িত্ব পালন করে যাবেন।

#### ১৭. রেজিস্ট্রারের কর্তব্যসমূহ :

রেজিস্ট্রার:-

- (ক) বিশ্ববিদ্যালয়ের সব রেকর্ড, সাধারণ সীলমোহর এবং বিশ্ববিদ্যালয়ের ঐসকলসম্পত্তির জিম্মাদার হবেন যার দায়িত্বভার সিন্ডিকেট তাঁর উপর অর্পণ করবে;
- (খ) সাধারণত বিশ্ববিদ্যালয়ের দাপ্তরিক পত্রযোগাযোগ সম্পাদন করবেন;
- (গ) সিনেট, সিন্ডিকেট, একাডেমিক কাউন্সিল এবং বোর্ড অব এডভান্সড স্টাডিজ-এর সচিব হিসেবে দায়িত্ব পালন করবেন;
- (ঘ) ধারা (গ) - এ বর্ণিত সব পর্যদের সব সভায় উপস্থিত থাকবেন এবং ঐগুলোর সিদ্ধান্ত রেকর্ড করবেন ও কার্যবিবরণী সংরক্ষণ করবেন;
- (ঙ) কমিটি অব কোর্সেস এবং স্টাডিজের কার্যাবলীর রেকর্ড রাখবেন;
- (চ) পরিকল্পনা ও উন্নয়ন কমিটিতে পেশ করার জন্যে বিশ্ববিদ্যালয়ের একাডেমিক অংশের উন্নয়নের কর্মপন্থা সম্পর্কে পরিকল্পনা তৈরি করবেন;
- (ছ) বক্তৃতামালা, প্রদর্শন পর্বসমূহ, টিউটোরিয়াল ও পরীক্ষাগারের কাজ-গবেষণা, ব্যক্তিগত অধ্যয়ন এবং একক নির্দেশনার মাধ্যমে শিক্ষার্থীদেরসাথে যোগাযোগ ও পাঠ-অতিরিক্ত কার্যক্রমের তত্ত্বাবধানসহ একাডেমিকজনবলের বিস্তারিত সময়সূচি সংরক্ষণ করবেন;

- (জ) সময়ে সময়ে গৃহীত সিদ্ধান্ত অনুসারে জনবল ও শিক্ষার্থীদের জন্মোৎসবকালীন কোর্সসমূহেরও শিক্ষার্থীদের কর্মশিবিরের জন্যে কর্মসূচিপ্রণয়ন করবেন;
- (ঝ) তাঁর দায়িত্বে উপাচার্য কর্তৃক সমর্পিত গোপনীয় প্রতিবেদনসমূহ সংরক্ষণ করবেন; এবং
- (ঞ) একাডেমিক কাউন্সিল এবং সিন্ডিকেট কর্তৃক সময়ে সময়ে নির্ধারিত অথবা উপাচার্য কর্তৃক তাঁর ওপর অর্পিত কর্তব্যসমূহ পালন করবেন।

#### ১৮. রেজিস্ট্রার ব্যতিত অন্যান্য সংবিধিবদ্ধ পূর্ণকালীন কর্মকর্তাদের নিয়োগ :

এই আইনের অন্য কোথাও যা-ই থাকুক না কেন, সংবিধিবদ্ধ পূর্ণকালীন কর্মকর্তাদের নিয়োগের জন্যে পৃথক নির্বাচনী বোর্ডসমূহ থাকবে, যা গঠিত হবে:-

- (ক) উপাচার্য - সভাপতি;
  - (খ) একাডেমিক কাউন্সিল কর্তৃক মনোনীত বিশ্ববিদ্যালয়ের অভ্যন্তরীণ অনুষদসমূহ থেকে দু'জন ডিন;
  - (গ) সিন্ডিকেট কর্তৃক নির্বাচিত সিন্ডিকেটের একজন অবৈতনিক সদস্য; এবং
  - (ঘ) সিন্ডিকেট কর্তৃক মনোনীত দু'জন বিশেষজ্ঞ,
- তবে শর্ত থাকে যে, মনোনীত/নির্বাচিত/নিয়োগপ্রাপ্ত সদস্যগণ তাঁদের উত্তরসূরী মনোনীত/ নির্বাচিত/নিয়োগপ্রাপ্ত না হওয়া পর্যন্ত উক্ত দায়িত্ব পালন করে যাবেন।'

#### ১৯. আবাসিক কর্মকর্তাগণ :

নিম্নোক্তগণ বিশ্ববিদ্যালয়ের আবাসিক কর্মকর্তা হবেন:

- (ক) রেজিস্ট্রার;
- (খ) প্রকৌশল দপ্তরের প্রধান;
- (গ) চিকিৎসা কর্মকর্তাগণ; এবং
- (ঘ) সিন্ডিকেট কর্তৃক অনুরূপ হিসেবে পদায়িত অন্যান্য কর্মকর্তাবৃন্দ।

#### ২০. বিশ্ববিদ্যালয়ের শিক্ষকগণের কর্তব্যসমূহ :

বিশ্ববিদ্যালয়ের শিক্ষকবৃন্দের কর্তব্যসমূহ হবে :

- (ক) বক্তৃতা, টিউটোরিয়াল, আলোচনা, সেমিনার এবং প্রদর্শনের মাধ্যমে শিক্ষার্থীদের শিক্ষা দেয়া;

- (খ) গবেষণাকর্ম সম্পাদন করা, নির্দেশনা দেয়া এবং তত্ত্বাবধান করা;
- (গ) শিক্ষার্থীদের সাথে ব্যক্তিগত যোগাযোগ রক্ষা করা, তাদেরকে এককভাবে নির্দেশনা দেয়া এবং তাদের পাঠ্যক্রম-অতিরিক্ত কার্যাবলী তত্ত্বাবধান করা;
- (ঘ) কোর্সসমূহ ও পাঠ্যক্রম তৈরি, পরীক্ষা পরিচালনা, গ্রন্থাগার, গবেষণাগার সংগঠন এবং বিশ্ববিদ্যালয় ও এর বিভাগসমূহ, কলেজসমূহ এবং অন্যান্যপ্রতিষ্ঠানের অপরাপর পাঠ্যক্রমভুক্ত ও পাঠ্যক্রম-অতিরিক্ত কার্যাবলীতে কর্তৃপক্ষ সমূহকে সহায়তা করা; এবং
- (ঙ) উপাচার্য কর্তৃক তাঁদের ওপর অর্পিত অন্যান্য কার্য সম্পাদন করা এবং অনুরূপ অন্যান্যএকাডেমিক কর্তব্য পালন করা।

এস. এম. রহমান  
সচিব

১. ২৭-৬-২০১৪ খ্রিস্টাব্দে অনুষ্ঠিত সিনেট সভায় সংশোধিত ও অনুসমর্থিত।

(প্রফেসর ড. শিরীণ আখতার) (প্রফেসর ড. মোহাম্মদ মহীবুল আজিজ)

উপ-উপাচার্য, চ.বি. ও সভাপতিবাংলা বিভাগ, চ.বি. ও সদস্য

চট্টগ্রাম বিশ্ববিদ্যালয়ে প্রচলিত ইংরেজি ভাষায় প্রণীত আইনসমূহ বাংলায় ভাষান্তরকরণ কমিটি।

(প্রফেসর মো: মোর্শেদ মাহমুদ খান)(প্রফেসর মাইনুল হাসান চৌধুরী)(প্রফেসর সুকান্ত ভট্টাচার্য)

আইন বিভাগ, চ.বি.ইংরেজি বিভাগ, চ.বি.ইংরেজি বিভাগ, চ.বি.

ও সদস্য

ও সদস্য

ও সদস্য

চট্টগ্রাম বিশ্ববিদ্যালয়ে প্রচলিত ইংরেজি ভাষায় প্রণীত আইনসমূহ বাংলায় ভাষান্তরকরণ কমিটি।

(কে এম নুর আহমদ) (মোহাম্মদ ইউসুফ)

রেজিস্ট্রার (ভারপ্রাপ্ত), চ.বি.ডেপুটি রেজিস্ট্রার (প্রশাসন), চ.বি.

ও সদস্য

ও সদস্য-সচিব

চট্টগ্রাম বিশ্ববিদ্যালয়ে প্রচলিত ইংরেজি ভাষায় প্রণীত আইনসমূহ বাংলায় ভাষান্তরকরণ কমিটি।