Sant Baba Bhag Singh University

Guidelines for Academic Council

- 1. The Academic Council shall be the Academic Body of the University and shall consist of the following members, namely:
 - i The Vice-Chancellor (Chairperson)...ex officio
 - ii Dean Academic ...ex officio
 - iii Controller of Examinations...ex officio
 - iv Heads of University Departments of Studies...ex officio
 - v Two University Professors, who are not Heads of Departments, by rotation, according to seniority.
 - νi Two Associate **Professors** and two Assistant **Professors** from the University teaching departments, by rotation. according to seniority.
 - vii University Librarian...ex officio
 - viii Four eminent academicians being specialists in different branches of knowledge, not being employees of the University, co-opted by the Academic Council.
 - ix Two eminent persons from industry and trade, co-opted by the Academic Council.
 - x Registrar...ex officio Member Secretary

The Registrar shall keep record of appointment of members and he shall set in process steps, at least four weeks in advance to fill any vacancy which is liable to occur.

- 2. All members of the Academic Council, other than *ex-officio* members shall hold office for a period of two years.
- 3. The Academic Council shall, subject to the provisions of the Act, the Statutes and the Ordinances have control and general regulation and be responsible for the maintenance of standards of instruction, education and examinations at the University and shall exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Statutes. It shall advise the Board of Management on all academic matters.
- 4. Subject to the Act, the Statutes and the Ordinances, the Academic Council shall, in addition to all other powers vested in it, have the following powers:
 - i To report on any matter referred to it or delegated to it by the Board of Management or the Governing Board;
 - Τo make recommendations Syndicate regard ii to the with to the formulation or modification or revision of schemes for the organization of Faculties/Schools, and for the assignment of teaching/research

- departments to such Faculties/Schools, their respective subjects and also to report to the Board of Management as to the expediency of the creation/ abolition or sub-division of any Faculty/School or the merger of one Faculty/School with another;
- iii To frame syllabi, courses of studies for various examinations of the University on the recommendations of Board of Studies and Faculties;
- iv To promote research in the University and to secure, from time to time, reports on such research;
- To consider proposals submitted by the Faculties/Schools;
- vi To fix, subject to any conditions accepted by the Board of Management, the time, mode and conditions of constitution of Fellowships, Scholarships and other prizes, and to award the same;
- vii To approve the declaration of results of the various University Examinations or to appoint committees of officers to do so, and to make recommendations regarding the conferment or grant/award of degrees, honours, diplomas, titles and marks of honours;
- viii To award stipends, scholarships, medals and prizes and to make other awards in accordance with the ordinances and such other conditions as may be attached to the awards;
- ix To publish syllabi of the prescribed courses of study and to publish lists of prescribed or recommended text books;
- x To propose such forms and registers as are, from time to time, prescribed by the ordinances; and
- xi To perform, in relation to Academic matters, all such duties and to do all such acts as may be necessary for the proper carrying out of the provisions of the Act, the Statutes and the Ordinances.