

MARANGI MAHAVIDYALAYA



MARANGI
MAHAVIDYALAYA

AN ISO 9001:2015 CERTIFIED INSTITUTE

P:O - Lettekujan, Golaghat - 785613

FIRST CYCLE NAAC ACCREDITATION 2023

CRITERION : 6.1.1

**THE GOVERNANCE AND LEADERSHIP IS IN ACCORDANCE WITH
VISION AND MISSION OF THE INSTITUTION AND IT IS
VISIBLE IN VARIOUS INSTITUTIONAL PRACTICES SUCH AS
DECENTRALIZATION AND PARTICIPATION IN THE INSTITUTIONAL
GOVERNANCE**

Submitted to



**National Assessment and
Accreditation Council**

GOVT. OF ASSAM
EDUCATION (HIGHER) DEPARTMENT: DISPUR

ORDERS BY THE GOVERNOR OF ASSAM
NOTIFICATION

Dated Dispur, the 16th Oct/2001.

NO. B(2)H 294/2000/39 The Governor of Assam is hereby pleased to make the following rules to amend the Assam Non-Government College Management Rules, 2001, hereinafter referred to as the Principal Rules, namely :-

- | | |
|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Short title extent and Commencement | 1.(1) These rules may be called the Assam Non-Government College Management (Amendment) Rules, 2001.
(2) It shall have the like extent as the Principal Rules.
(3) They shall come into force on the date of their publication in the official Gazette. |
| Amendment of Rule 2 | 2. In the Principal Rules, in Rule 2
i) In the first line, for the word "repugnant", word "repugnant" shall be substituted;
ii) In clause (g) for the word "importing", the word "imparting" shall be substituted. |
| Amendment of Rule 3 | 3. In the Principal Rules, in rule 3, in the heading for the word "Boy", the word "Body" shall be substituted. |
| Substitution of rule 4 | 4. In the Principal Rules, in rule 4, for the existing provisions, the following shall be substituted, namely :-

" 4. Composition of the Governing Body :-
(1) The Governing Body shall consist of :-
a) One President ;
b) One Secretary, the Principal of the College shall be the ex-officio Secretary of the Governing Body.

Provided that if circumstance so demands, the Director may nominate Vice-Principal or the seniormost member from the teaching staff of the College to act as the Secretary in lieu of the Principal of the College, for a period of six months, and beyond that period with the State Government's prior approval ; |

contd. 2/-

- c) The Vice- Principal - Member- Ex-officio;
- d) Two members to be nominated by the affiliating University concerned ;
- e) Two members to be nominated by the Director from the field of education, ,out of which one should be from the guardians;
- f) One woman member to be nominated by the Director, provided that there is no woman member in the Governing Body;
- g) Two teachers to be elected annually by the teachers from amongst themselves for a period of one year from the date of constitution of the Governing Body :

Provided that the teachers so elected shall not be eligible for being re- elected for the third successive term.

- h) One member from the non-teaching staff to be nominated by the Principal annually from the date of constitution of the Governing Body ;
- i) Except in cases where there is a life member in Governing Body in pursuant to any agreement to the context, the donors providing Rs. 50,000/- or more shall elect one member among themselves to the Governing Body for a period of one year.
- 2) The minimum number of members of the Governing Body shall be ten and shall not exceed twelve.
- 3) Whenever the Governing Body is constituted the Director of Higher Education shall nominate one member to be the President of the Governing Body" .

Insertion in rule 7 5. In the Principal Rules, in rule 7 ,after the existing provisions, the following shall be inserted, namely :-

" The Governing Body shall see that the teachers perform their duties in classes and examination and attend the college as per norms of the University Grants Commission. A self appraisal report regarding performance from every teacher shall be obtained annually by the Governing Body and forward the same to the Director, Higher Education for perusal ".

Amendment of Rule 13

6. In the Principal Rules, in rule 13,
- i) in sub- rule (1), in the first line, for the word "six" ,the word " four" shall be substituted;
 - ii) In sub-rule (2), in the second line, for the word "the" occurs between the word "With" and "consent" ,the word " prior" shall be substituted.

Substitution
of Rule 15

7. In the principal Rules, in rule 15, for the existing provision, the following shall be substituted, namely :-

" 15. Presiding over the meeting - The ~~max~~ meeting of the Governing Body shall be presided over by the President and in the absence of the President, the other members present may select or elect one of them to presided over the meeting".

Substitution
of Rule 16

3. In the principal Rules, in rule 16, for the existing provisions, the following shall be substituted, namely :-

"16. Quorum. - At least seven members of the Governing Body shall form a quorum of the meeting."

Amendment
of rule 18

9. In the principal Rules, in rule 18,-

i) in the first paragraph, for the letters, words, figure and brackets " Rs. 50,000/- (Fifty thousand)"; the following letters, words, figure and brackets shall be substituted, namely :-

" Rs. 1,00000/- (one lakh)";

ii) In the proviso, in the first line, after the word " concerned" and before the words " the Governing Bodies", the following shall be inserted, namely :-

" who are not brought under deficit system of grants-in-aid".

Amendment
of rule 19

10. In the principal rules, in rule 19, -

i) in clause (iv), for the ~~then~~ existing provisions, the following shall be substituted, namely :-

"(iv) to appoint persons in connection with the affairs of the College against the post or posts so sanctioned by the State Govt. with scrupulous compliance of the University Grants Commission guidelines and State Government instructions and policies;"

ii) For clause (x), the following shall be substituted, namely :-

x) except scholarship money and students' union fund all other funds of the College shall be jointly operated by the Secretary and the President, where the President is not willing to operate the funds jointly, the

The Governing Body may appoint one Treasurer from amongst the members for the purpose of joint operation of the College funds".

Amendment
of Rule 21

11. In the Principal Rules, in rule 21,
i) In clause (v) In the last line, after the words " classes " the word " Examination " shall be inserted ;
ii) After clause (v) the following new clause
vi) Shall be inserted, namely -
"(iv) to ensure that all the duties regarding teaching and examination, co-curricular and extra-curricular activities are duly performed by the teachers of the College".

Sd/-(P.C.Sharma),

Commissioner & Secy. to the Govt.
of Assam, Education Department-

Memo NO B(2)H 294/2000/39 A: Dated Kakikipara Dispur, the
16th Oct/2001.

Copy to :-

- 1, The Director, Assam, Govt. Press, Bamunimaidam, Guwahati -21. He is requested to publish the above notification in the next issue of Assam Gazette and to send 500 (five hundred) copies to this Deptt. after publication.
2. The Director, Higher Education, Assam, Kahilipara, Guwahati -19.
for necessary action.

By order etc.

Sd/- illegible.

Dy. Secretary to the Govt. of Assam,
Education (H) Deptt.

ASSAM ACT NO. XLVI OF 2005

(Received the assent of the Governor on 19th December, 2005)

THE ASSAM COLLEGE EMPLOYEES (PROVINCIALISATION) ACT, 2005

AN ACT

to provide for provincialisation of the services of employees of the Non-Government Colleges in receipt of deficit grants -in-aid in the State of Assam.

Preamble

Whereas it is expedient to provincialise the services of employees of the Non-Government Colleges in receipt of deficit grants -in-aid from the Government of Assam.

It is hereby enacted in the Fifty -sixth Year of the Republic of India as follows:-

Short title, extent and commencement

1. (1) This Act may be called the Assam College Employees (Provincialisation) Act, 2005.

(2) It extends to the whole of Assam except the Autonomous Council areas under the Sixth Schedule to the Constitution of India:

Provided that the State Government may, in consultation with the said Autonomous Councils, extend this Act to the Autonomous Council areas by notification published in the Official Gazette.

(3) It shall be deemed to have come into force on and from the 1st day of December, 2005.

Definitions

2. In this Act, unless the context otherwise requires, -

(a) "College" means any Non-Government College in Assam in receipt of deficit grants -in-aid from the Government and imparting general education in Arts, Commerce or Science stream in Graduate level;

(b) "employee" means an employee of a College both teaching or non-teaching appointed substantively against a sanctioned post;

(c) "existing employee" means an employee of a College both teaching or non-teaching appointed substantively against a sanctioned post and who is or has been in service on or after the 1st day of January, 2005;

(d) "Governing Body" means the body constituted by the Government in accordance with the provisions of the Assam Non-Government College Management Rules, 2001;

(e) "Government" means the Government of Assam;

(f) "provincialisation" means taking the liabilities for payment of salaries including dearness allowance, medical allowance and such other allowances as admissible to the Government employees of similar category and gratuity, pension, leave encashment, etc. as admissible, under the existing rules, to the employees of the State Government serving under the Government of Assam;

(g) "prescribed" means prescribed by rules made under this Act;

(h) "retired employee" means an employee who has retired on attaining the age of superannuation or otherwise.

Employees to be provincialised

3. Subject to the provisions of Article 30 and 309 of the Constitution of India, all employees of the Colleges, save and except the employees who exercise option to continue in the existing terms and conditions of service under clause (d) below, shall be deemed to have become the employees of the Government on and from the date on which the Colleges have been brought under the deficit system of grants -in-aid, on the following terms and conditions, namely:-

(a) all rules including the rules of conduct and discipline, which are applicable to the Government servants of corresponding grade similarly situated shall be applicable;

(b) the existing employees will continue to receive their respective existing scales of pay and other allowances etc. as admissible to them under relevant rules and orders of the Government;

(c) the posts in each provincialised College shall constitute an independent cadre for each category of employees. No inter-cadre transfer from one college to another including mutual transfer shall be allowed;

(d) the existing employees who want to continue in the existing terms and conditions of service shall give an option in writing to the Director, Higher Education, Assam within a period of three months from the date of coming into force of this Act;

Provided that the option once exercised by an existing employee is final and cannot be changed afterwards;

(e) any existing employee who does not exercise option under clause(d) shall be deemed to have opted for provincialisation under the provisions of this Act;

(f) the employees of the Colleges provincialised after coming into force of this Act shall have no right of option under clause(d); and

(g) all existing employees who do not exercise option under clause (d) shall have to refund the State Government's share of the Contributory Provident Fund with interest within six months from the date of coming into force of this Act.

Provided that if any existing employee who fails to refund the State Government's share of Contributory Provident Fund with interest within the said stipulated period such employee shall be deemed to have been opted to remain under the existing terms and conditions of service applicable to them before provincialisation.

Colleges to be known as Assam Provincialised Colleges

4. After coming into force of this Act the Colleges provincialised under this Act shall be known as the Assam Provincialised Colleges as distinct from the Government Colleges in Assam.

Government to take over the services of employees

5. The services of all the employees, who do not exercise the option within the stipulated period under clause (d) of section 3, shall vest with the Government with effect from the respective date of provincialisation of the Colleges.

Selection and appointment of employees

6. Appointments of both teaching and non-teaching posts in the Colleges shall be made by the Director of Higher Education, Assam on the basis of selection and recommendation of the Governing Body of the respective College in accordance with the Rules and Procedure of the Government in force.

Rules to be followed for settlement of pension

7. (1) The existing employees shall be governed by the existing pension Rules of the Government for the time being in force :

Provided that the employees who join on or after the 1st day of February, 2005 shall not be covered by the existing pension Rules of the Government. They shall be governed by such pension Rules or Scheme, as the case may be, as may be framed by the Government from time to time.

(2) The Director of Higher Education, Assam shall process all pension cases and send them to the Accountant General, Assam as per laid down procedure.

Mode of pension to employees who retired/died prior to 1st January, 2005

8. Employees who retired/died, as the case may be, prior to 1st January, 2005 shall be given only superannuation pension or the family pension, as may be applicable under the existing pension Rules of the Government. They shall not be entitled to any other pensionary benefits :

Provided that the payment of such superannuation or family pension, as the case may be, are subject to refund of the Government's share of their Contributory Provident Fund within six months from the date of coming into force of this Act:

Provided further that if the Government's share of Contributory Provident Fund is not refunded in respect of a retired/deceased employee within the aforesaid stipulated period no superannuation pension or family pension shall be admissible in respect of such employee.

Age of superannuation

9. The provincialised employees shall go on superannuation on attaining such age at which a Government servant similarly situated superannuates.

Suits and Proceeding

10. No suit, prosecution and other legal proceedings shall lie for anything done in good faith under this Act, except with the previous sanction of the Government.

Power of interpretation and removal of difficulties

11. (1) If any difficulty arises as to the interpretation of any provision of this Act, the interpretation of the Government shall be final;

(2) If any difficulty arises in giving effect to the provisions of this Act, the Governor may, by order do anything, not inconsistent with the provisions of this Act, which appear to him to be necessary for the purpose of removing the difficulty.

Power of the Government to make Rules

12. (1) Except for the purpose of payment of pension which will be governed by the Assam Services Pension Rules 1969, the State Government may, by notification in the Official Gazette, make rules for carrying out the purposes of this Act.

(2) All rules made by the State Government under this Act shall, as soon as may be after they are made, be laid before the State Legislature, while it is in session, for a total period of not less than fourteen days which may be comprised in one session or in two or more successive sessions, and shall, unless some later date is appointed, take effect from the date of their publication in the Official Gazette subject to such modifications or annulments as the Legislature may, during the said period agree to make, so however, that any such modification or annulment shall be without prejudice to the validity of anything previously done there under.

M.K. Deka,
Commissioner and Secretary to the Govt. of Assam,
Legislative Department, Dispur.

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सत्यमेव जयते

THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্বৰ দ্বাৰা প্ৰকাশিত

PUBLISHED BY AUTHORITY

নং 118 দিশপুৰ, শনিবাৰ, 16 জুন, 2001, 26 জেঠ 1923 (শক)
No. 118 Dispur, Saturday, 16th June, 2001, 26th Jyaistha, 1923 (S.E.)

GOVERNMENT OF ASSAM

ORDERS BY THE GOVERNOR

EDUCATION (HIGHER) DEPARTMENT

NOTIFICATION

The 15th June, 2001

No.B(2)H-94/2001/4.--In suppression of the Assam Aided College Management Rules 1976, except in respect of things done or omitted to be done before such suppression, the Governor of Assam is hereby pleased to make the following rules regulating the management of Non-Government Colleges in Assam, namely :-

1. Short title, application and commencement :-

- (1) These rules may be called the Assam Non-Government College Management Rules, 2001.
- (2) They shall come into force on the date of their publication in the Official Gazette.
- (3) They shall be applicable to Non-Government Colleges in Assam affiliated by any Central or State University of Assam and in receipt of defines Grants-in-Aid or ad-hoc Grants-in- Aid, from the State Government.

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

- (a) "College" means a Non-Government College ;
- (b) "Constitution" means the Constitution of India ;
- (c) "Director" means the Director of Higher Education, Assam ;
- (d) "Governing Body" means the body constituted under rule 3 ;
- (e) "Governor" means the Governor of Assam ;
- (f) "Management" means the body or group of persons administering the affairs of a Non-Government College including academic affairs as well as the affairs relating to the assets and liabilities of the Non-Government College in fair manner within the framework of established financial and administrative principles of the State Government from time to time ;
- (g) "Non-Government Colleges" means colleges for importing Higher education in the Post-secondary courses, established and situated in Assam affiliated by any Central or State University of Assam and receive the concurrence of the State Government ;
- (h) "President" means the President of the Governing Body ;
- (i) "State Government" means the Government of Assam ;
- (j) "Secretary" means the Secretary to the Governing Body ;

3. Constitution of the Governing Body :-

Every Non-Government College affiliated to any Central or State University of Assam and duly concurred by the State Government, shall be governed by Governing Body to be constituted by the Director.

4. Composition of the Governing Body :-

(1) The Governing Body shall consist of :-

(a) One President ;

(b) One Secretary, the Principal of the College shall be the ex-officio Secretary of the Governing Body ;

Provided that if circumstance so demands, the Director may nominate any person from the teaching staff of the college to act as the Secretary in lieu of the Principal of the College, for a period of six months and beyond that period with the State Government's prior approval.

(c) The Vice-Principal-Member-Ex-Officio ;

(d) Two members to be nominated by the affiliating University concerned ;

(e) One member to be nominated by the Director from the field of Education ;

(f) One woman member to be nominated by the Director ;

(g) One member to be nominated by the Director from the Backward Classes ;

(h) Local Deputy Commissioner or his representative may be included as a member ;

(i) Other members as may be nominated by the Director in which the local member of the Legislative Assembly and the Chairman, Zila Parishad may be included ;

(j) The Governing Body shall co-opt one member from amongst the Teaching and Non-Teaching Staff of the College on the submission of three persons panel by the Principal. However, they shall have no voting right during discussion of service matters which concern them.

(2) The minimum number of members of the Governing Body shall be ten and shall not exceed twelve.

(3) Whenever the Governing Body is constituted, the Director of Higher Education shall nominate one member to be the President of the Governing Body.

5. Tenure of the Governing Body :-

The tenure of the Governing Body shall be for a period of three years

from the date of its constitution. The term may, however, be extended for another period of two years by the Director with the prior approval of the State Government :

Provided that if the Director is satisfied at any time that a particular Governing Body is not functioning in the best public interest, the Director may dissolve the Governing Body and constitute a fresh Governing Body thereafter recording his views with reason thereof through a speaking order for the purpose.

6. Taking over the management of a Non-Government College.--In the event of mismanagement of the affairs of a Non-Government College, the State Government may take over the control and management of the College for a period not exceeding six months, and make arrangements for the management of the college in such manner as may be considered necessary and the arrangement so made may be extended for such further period by the State Government as may be deemed necessary.

7. Accountability of the Governing Body .-- The Governing Body, constituted under Rule 3 shall be responsible for the proper financial management, including the upkeepment of the assets of the Non-Government College and management of its academic affairs.

8. Secretary of the Governing Body or report to the Director .-- The Secretary of the Governing Body shall be responsible to report to the Director about any deviation of financial norms and procedures or any loss of assets of the College immediately whenever it comes to his notice.

9. Restriction of some members to attend the Governing Body .-- No member of the Governing Body, being an employee of the College, shall attend any meeting of the Governing Body at which any matter relating to his pay, promotion or conduct is under discussion. But it shall be open to the President to call him for making any statement or representation on the subject but shall have to leave the meeting after doing so, when decision is to be taken.

10. Restriction of some members to enter into contract for works of the College .-- No member of a Governing Body shall enter into any contract for work, supply of materials or for any sale or purchase with the Governing Body.

11. Disqualifications .-- Any member, who absents himself for more than 4(four) consecutive meetings of the Governing Body, without informing the President, shall cease to be a member of the Governing Body and the Secretary shall report the fact to the Director for record. Further, the nomination of a member of the Governing Body shall be void owing to any of the following grounds :-

- (i) if he becomes insolvent;
- (ii) if by reasons of physical or moral turpitude he becomes incapable of acting as such;
- (iii) on death or resignation;
- (iv) on his being convicted of a criminal offence involving moral turpitude.

12. Vacancy in the Governing Body :-

- (1) Any occurrence of vacancy in the Governing Body shall be reported by the Secretary forthwith to the Director who shall thereupon take steps to fill up such vacancy in the manner in which it was originally filled up.
- (2) No act or proceedings of the Governing Body shall be invalid merely because of any vacancy of its members.

13. Meeting of the Governing Body :-

- (1) The Governing Body shall meet at least once in every six months, but it may meet at shorter interval also, if circumstance so demands and the President of the Governing Body is satisfied that such meeting is necessary.
- (2) A meeting of the Governing Body shall be called by the Secretary with the consent of the President, if it is not a requisitioned meeting by the 2/3 (two-third) members of the Governing Body, with not less than 7 (seven) days' notice.
- (3) The notice of a meeting shall set forth the business to be transacted at the meeting and no business other than so stated shall be transacted, except with the consent of three-fourth of the members present.
- (4) Except any emergency meeting, which shall be so notified, all meetings of Governing Body shall be held in the College premises.

14. Proceedings of the meeting of the Governing Body :-

- (1) The minutes of the proceedings of the meeting shall be recorded in the 'Proceedings Book' by the Secretary and signed by all the members present.
- (2) If any note of dissent is given by any member it shall be recorded in the Proceedings-Book.
- (3) All records of the Governing Body shall be kept in the College Office and the Head of the College shall be responsible to preserve all such records properly and safely.

15. Presiding over the meeting.-- All the meeting of the Governing Body shall be presided over by the President and in the absence of the President, the other members present may select or elect one of them to preside over the meeting already notified and approved before-hand by the President.

16. Quorum.-- At least six members of the Governing Body, excluding the Co-opted member, shall form a quorum of the meeting.

17. Secretary to make correspondence.-- Under the direction of the Governing Body, the Secretary shall make all correspondence with the appropriate authority on behalf of the Governing Body :

Provided that no correspondence shall be made direct to the State Government, but it, however, can be addressed through the Director.

18. Governing Body to obtain prior approval of the Director in certain matters.-- The minutes of the proceeding of the Governing Body meeting shall be sent to the Director and the concerned affiliating University. No final decision regarding appointment, promotion, suspension, termination, removal or dismissal of teaching or non- teaching staff including that of the Principal of any construction works involving Rs.50,000/- (Fifty thousand) or more shall be undertaken by the Governing Body without the prior approved of the Director :

Provided that so far as Non-Government Colleges are concerned, the Governing Bodies are not required to send the proceedings of the meeting to the Director but it will be open for the Director to call for the proceedings if any complaint is received against the Governing Body and any direction given by the Director on it shall be final and binding on the Governing Body of the College.

19. Duties of the Governing Body :-

In general the following are earmarked as duties of a Governing Body in respect of Non-Governing Colleges receiving deficit Grants-in-Aid :-

- (i) to undertake financial management of the College, to utilise the Grants-in-Aid received from the State Government, University Grants Commission and any fund collected as authorised subscriptions and fund received as fees from the students for the academic purpose of the Colleges, including payment of salary etc.

to the Teaching and non-teaching staff of the College ;

- (ii) to arrange for the maintenance of the College building, furniture and equipment as required, including playground, auditorium, libraries etc. ;
- (iii) to grant leave to the teaching and non-teaching staff subject to the existing leave rules to grant leave, other than casual leave and arrangement made to fill up the vacancies, should be reported to Director and to concerned affiliating University ;
- (iv) to appoint persons in connection with the affairs of the College against the post or posts so sanctioned by the State Government with scrupulous compliance of the Reservation Policy under 20 points Roster of the State Government ;
- (v) to arrange for half-yearly internal audit for all college funds and verification of stocks, furniture and other assets ;
- (vi) to submit annual audited accounts preferably audited by a Chartered Accountant latest by thirtieth June of every year, in respect of the proceeding financial year ;
- (vii) to reply to audit objections or inspection notes on the Accounts of the College audited or inspected by the Inspector/Auditor of the Education Department/Director of Local Audit, Assam and the Accountant General, Assam ;
- (viii) to submit annual report with statistics in respect of the enrolment of students stream-wise, subject-wise, result, teaching days held, performance of Lecturers in an academic session, to the Director and to the affiliating University concerned ;
- (ix) to oversee the functioning of the disbursing officer in disbursing the stipend/scholarship sanctioned to the students in time, as well as to strive for preservation of an excellent academic standard of the College ;
- (x) on behalf of the Governing Body the Secretary shall receive and grow the grants sanctioned by the State Government and by the Government of India and University Grants Commission from

time to time ;

- (xi) with the approval of the Governing Body, the Secretary shall utilise the grants for the purpose for which it is sanctioned and submit the Utilisation Certificate to the concerned sanctioning authority in time, with intimation to the Director ;
- (xii) the Secretary shall disburse the deficit Grants-in-Aid sanctioned by the Director towards the salary of teaching and non-teaching sanctioned staff of the College within a week from the date of the receipt of the grants;
- (xiii) if any excess amount of Grants-in-Aid sanctioned towards the salary the excess amount shall be refunded to the Director by the Secretary immediately.

20. Grounds of suspension of Grants-in-Aid.-- Failure of submission of annual accounts, report duly signed by the President and the secretary of Governing Body in respect of preceeding financial year, may attract stoppage of Grants-in-Aid by Director suomoto, after the expiry of 30th June, every year :

Provided that on failure in respect of maintenance of a consistent academic achievements by a particular Non-Government College as a whole or a failure to abide by the Government guidelines issued from time to time, the State Government may instruct the Director to suspend Grants-in-Aid with 30 days prior notice.

21. Other functions of the Governing Body.-- The Governing Body is authorised :-

- (i) to determine the general scheme of the studies of the College, subject to approval of the affiliating University concerned as well as the State Government, to be obtained through the Director with regards to the inclusion of additional subjects, introduction of Major Course in any existing subject or opening of new faculty and creation of additional posts ;
- (ii) to consider and initiate projects for improvement of the College, including prohibitions of taking private tuition by the teaching staff ;

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- (iii) to deal with the discipline and conduct of the teaching and non-teaching staff of the College;
- (iv) to grant fee remission under rules prescribed by the State Government or with the approval of the Director; and
- (v) to deal with the academic calendar within the norms of University Grants Commission and to compel scrupulous compliance of the guidelines in respect of working days and holding of Classes etc.

22. Submission of Annual Account.-- The Secretary of the Government Body shall ensure submission of Audited Annual Accounts and Annual Administration Report to the Director.

23. Interpretation.-- If any question arises relating to the interpretation of these Rules, the decision of the State Government shall be final.

ANURAG BHATNAGAR,
Commissioner & Secretary to the Govt. of Assam,
Education (Higher) Department.

GOVT.OF ASSAM

HIGHER EDUCATION DEPARTMENT

No.AHE331/2008/33

Dated 9th July, 2009

OFFICE MEMORANDUM

The Assam Non-Government College Management Rules, 2001 have been amended by the Assam Non-Government College Management (Amendment) Rules 2009 which have been notified by the Notification No .AHE 331/2008/26 dated 18.06.2009. Apart from other things, this amendment has changed the structure of the Governing Body of Colleges. The Governing Body will no longer have a tenure but would be a permanent body, only its members would have a tenure as laid down. The composition of the Governing Body has also been changed. The Governing Body will now consist of the following:

- (a) One President - who shall be an eminent person from the field of Education, to be appointed by the Director, Higher Education for a term of 5 (five) years.
- (b) One Secretary, the Principal of the College shall be the ex-officio Secretary of the Governing Body ; provided that if circumstances so demand, the Director may nominate the Vice-Principal or the senior most members from the teaching staff of the college to act as the Secretary in lieu of the Principal of the College, for a period of six months, and beyond that period with the State Government's prior approval.
- (c) Vice-Principal—Ex-Officio Members.
- (d) Two Members to be nominated by the affiliating University concerned who shall have a tenure of 3 (three) years but would continue beyond this period till new persons are nominated by the University.
- (e) Three Members who are the guardians of the students studying in the College, one of whom shall be a lady. They shall be nominated by the Director, Higher Education and shall have a term of three years or till their wards is a student of the College, whichever is earlier.
- (f) Two teachers to be elected annually by the teachers from amongst themselves for a period of one year. Provided that the teachers so elected shall not be eligible for being re-elected for the third successive term.
- (g) One member from the non-teaching staff to be nominated by the Principal

annually from the date of constitution of the Governing Body.

- (h) Except in cases where there is a life member in Governing Body in pursuant to any agreement to the context, the donors providing Rs. 50,000/- or more shall elect one member among themselves to the Governing Body for a period of one year.

In view of these amendments the Governing Body of all Provincialised and Non-Government Colleges to which these Rules apply, are dissolved with immediate effect. They shall, however, continue to discharge their functions till a new President of the Governing Body is appointed or for three months, whichever is earlier.

The members nominated by the University, elected by the teachers and non-teaching staff nominated, would continue to remain in the new Governing Body till their term is over as per these Rules.

This order will not be applicable to Colleges where there is a judicial order or contrary.

Sd./-Illegible

(H.M.Cairae)
Principal Secretary,
Higher Education Department

No.AHE331/2008/33-A

Dated thJuly,2009.

Copy to:

1. Principal Secretary to Hon'ble Chief Minister, Assam
2. P.S.to Minister, Higher Education.
3. S.O.to Chief Secretary, Assam.
4. The Director, Higher Education Assam Kahilipara 200 copies of Gazette Notification are enclosed for immediate circulation amongst the Principals of Provincialised Colleges of Assam.
5. P.S.to Parliamentary Secretary, Education Deptt.

By orders etc.,

Sd./-Illegible

Deputy Secretary to the Govt. of Assam
Higher Education Department