

### Manual 7

Particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation at North Maharashtra University, Jalgaon  
[Section 4(1)(b)(vii)]

Sr. No	Name and address of the Consultative Committees/bodies	Constitution of the committee /body	Role and responsibility	Frequency of meetings
1	The Senate.	As per section 25 (2) of the Maharashtra Universities Act, 1994.	As per section 25 (1) The Senate shall be the Principal authority for all financial estimates and budgetary appropriations and for providing social feedback to the University on current and future Academic programmes. The functions and duties of senate are prescribed under section 26 of the Maharashtra Universities Act, 1994.	As per section 25 (4). The Senate shall meet at least twice a year on the date to be fixed by the Chancellor, One of the meeting shall be annual meeting.
2	The Management Council.	As per section 27 (1) of the Maharashtra Universities Act, 1994.	As per section 27 (1) The Management Council shall be the principal executive authority to formulate Statutes and forward the same to the Senate for aproval and make Ordinances to administer the affairs of the University and shall carry out all such duties which are not specifically assigned to any other authority. The powers and duties of Management Council are prescribed under section 28 of the Maharashtra Universities Act, 1994.	As per section 27 (4) the Management Council shall meet at least four times. in a year.
3	The Academic Council.	As per section 29 (2) of the Maharashtra Universities Act, 1994.	As per section 29 (1) The Academic Council shall be responsible for laying down the academic policies in regard to maintenance and improvement of standards of teaching, research, extension, collaboration programmes in academic matters and evaluation of workload of the teachers. The powers and duties of academic council are prescribed under section 30 of the Maharashtra Universities Act, 1994.	As per section 29 (4) The Academic Council shall meet not less than twice a year.
4	The Board of Examination	As per section 31 (3) of the Maharashtra Universities Act, 1994	As per section 31 (1) (2) & 32 of the Act, The B.O.E. shall be the authority for conducting the examinations and making policy decision in regard to organising & holding examinations, improving theof examinations appointing the paper setters, examiners, moderators & also prepare the schedule of dates of holding examination and declaration of the results. The B.O.E. shall also oversee and regulate the conduct of examination in the autonomous colleges, institutions and University. departments. The board shall submit the detailed programme of examinations to the Academic Council for preparation of Academic Calendar. The B.O.E. shall deal with all the matters in relation to examinations and shall hear and decide the complaints received pertaining to any matter arising out of conduct of examinations. The procedure to be followed by the board in their celebrations shall be such as may be prescribed.	As per section 32 (2) of the Act and Direction 717 (1), the board shall meet at least once in each academic term in a year and at other times, when convened by the Vice-Chancellor.

5	The Faculty of 1) Arts & Fine Arts. 2) M.M.& S.S. 3) Science 4) Law 5) Engineering & Technology 6) Commerce & Management 7) Ayurvedic 8) Medicine & Pharmacy. 9) Education	As per section 33 (5) of the Maharashtra Universities Act, 1994	As per section 33 (1) The faculties shall be the principal academic co-ordinating authorities of the University in respect of studies and research in relation to the subjects included in the faculty, and also in respect of studies and research in multi-faculties. The powers and duties the faculty are prescribed under section 34 of Maharashtra Universities Act, 1994.	As per Direction No. 853, Each faculty may meet ordinarily once a year when convened by the Dean or on requisition from one third of its members
6	The Board of College & University Development	As per section 35 (2) of the Maharashtra Universities Act, 1994.	As per section 35 (1) The B.C.U.D. shall be responsible to plan development of the University both physical and academic, and it shall conduct academic audit of the University departments, institutions, colleges and recognized institutions. It shall also plan, monitor, guide and co-ordinate under-graduate and post-graduate academic programme and development of the affiliated colleges. The powers and duties of BCUD are prescribed under section 36 of Maharashtra Universities Act, 1994.	As per section 35 (4) the Board shall meet at least twice a year.
7	The Board of University Teaching and Research.	As per section 36 A (2) of the Maharashtra Universities Act, 1994.	As per section 36 A (4) The Board shall be responsible for postgraduate teaching and research in various faculties and subjects and shall ensure standards of research. It shall deal with the work of granting recognition to teachers in affiliated colleges and recognized institutions for post-graduate teaching and guiding research.	As per Direction No. 868 the B.U.T.R. shall ordinarily meet once a year and when convened by the Vice-Chancellor
8	The Research and recognition committee.	There shall be R.R.C. for each boards of studies as per section 36 A (5) of the Maharashtra Universities Act, 1994.	The duties of the R.R.C. are as per section 36 A (6) of the Maharashtra Universities Act, 1994.	As required
9	The Board of Studies.	As per section 37 (1) & (2) of the Maharashtra Universities Act, 1994.	The powers and duties of B.O.S. are per section 38 of the Maharashtra Universities Act, 1994.	As per Direction No. 855 Unless specifically permitted by the Vice-Chancellor not more than 2 meetings shall be held during one academic year.
10	Board of Adult and continuing Education & Extension Services	As per section 39 (1) of the Maharashtra Universities Act, 1994.	The board shall prepare an annual programme of its activities and shall review the same periodically. The board shall submit an annual report to the Management Council as per section (3) & (4) of the Maharashtra Universities Act, 1994 respectively.	The board shall meet at least twice a year as per section 39 (2) of Maharashtra Universities Act, 1994

Sr. No	Name and address of the Consultative Committees/bodies	Constitution of the committee /body	Role and responsibility	Frequency of meetings
11	The University Students Council.	As per section 40 (4) of the Maharashtra Universities Act, 1994.		As per section 40 (4) (c) Every meeting of the University students council shall be presided over by the Vice-Chancellor and shall be attended by such other officer as may be prescribed. The Council shall meet at least once in every three months as per section 40 (7) of the Maharashtra Universities Act, 1994
12	The Standing Committee.	As per section 50 (2) of the Maharashtra Universities Act, 1994.	When any vacancy occurs in the office of a member, other than an ex-officio member of any authority or other body of the University before the expiry of his normal terms, the vacancy shall be filled, as soon as may be, by nomination of a person by the standing committee.	If necessary.
13	The Grievance Committee.	As per section 57 (3) of the Maharashtra Universities Act, 1994	There shall be a grievance committee in each University to deal with the grievances of the teachers and other employees of the University, colleges, institutions and recognized institutions and to hear and settle grievances as far as may be practicable within 6 months and the committee shall make a report to the Management Council. It shall be lawful for the grievances committee to entertained and considered grievances or completes which are not within the jurisdiction of the Tribunal and report to the Management Council to take such action as it deems fit and the decision of the Management Council on such report shall be final. As per section 57 (1) & (2) of the Act, respectively.	As per nature of Grievances
14	The Library Committee.	As per section 75 (1) of the Maharashtra Universities Act, 1994.	The functions of the committee shall be prescribed as per section 75 (1) (c) of the Act.	As required
15	The Finance & Accounts Committee.	As per section 75 (2) of the Maharashtra Universities Act, 1994.	The functions of the committee shall be prescribed as per section 75 (2) of the Act.	As per section 75 (2) (d) and Direction No. 754, the committee shall be meet at least four times in a year. And at such other time as may convened by the Vice-Chancellor.
16	The Purchase Committee.	As per section 75 (3) (b) of the Maharashtra Universities Act, 1994.	As per section 75 (3) (a) There shall be the purchase committee for dealing with all matters pertaining to all purchases of the University, in respect of such items where individual cost of each item, exceed Rs. 1 lakh at a time.	As required

17	Committees for Academic Services Unit.	As per section 75(4)(b) of the Maharashtra Universities Act,1994.	As per section 75(4)(a) each Academic Services Unit of the University shall have a committee whose principal responsibility shall be to organize, oversee and maintain the services under its charge.	As per section 75(4)(e) the committee shall meet at least twice a year.
18	The Committee for Selection and appointment of university teachers.	As per section 76 (2) of the Maharashtra Universities Act,1994.	As per section 76(1) subject to the provision of Act, Statutes and Ordinances the Vice-Chancellor, till the UGC's scheme of recruitment becomes operative, appoint according to the order of merit and recommendations made by the selection committee, a university teacher.	As required
19	The Committee for filling temporary vacancies of university teachers.	As per section 77 of the Maharashtra Universities Act,1994	As per section 77 of the Act, if the Vice-Chancellor is satisfied that, in the interest of teaching, it is necessary to fill in the vacancy immediately, he may make a appointment of a person duly qualified, for a period not exceeding one year on the recommendation of a local selection committee constituted as under section 77.	As required
20	The Committee for appointment and selection of Principals of conducted colleges.	As per section 78 of the Maharashtra Universities Act,1994.	For recommendation of names for appointment of principals	As required
21	Selection Committees for Officers & employees of University & Principals, teachers & other employees of affiliated colleges.	As per section 79 of the Maharashtra Universities Act,1994.	For recommendation of names for appointment	As required
22	Committees.	As per section 80 of the Maharashtra Universities Act,1994.	In addition to the committees constituted under this Act, the authorities of the university may appoint committee, with suitable terms and reference for any specific task and such committee shall consist of the members of the same authority, constituting such a committee and also of such other persons, as that authority may nominate, as per section 80.	As required
23	Local Managing or Advisory Committee of an affiliated college.	As per section 85 of the Maharashtra Universities Act,1994.	As per section 85 (5) of the Act.	As required
24	Board of Sports	As per ordinance 7	All Sports activities	Four times a year
25	Standing Committee for Special Cell	As per Guidelines of UGC	To solve the problems of reserve Category Candidates	Twice in a year
26	Continuing Education implementation Committee	As per Guidelines of UGC X plan the members are taken from the board of Adult and Continuing Education	To Consider the application received from continuing education Centre for running new courses	As per need
27	Board of Extra mural Studies	As per nomination by Hon. Vice Chancellor amongst academicians and Social workers	To suggest the programmes for Extra Mural studies, To approve the resource persons, to give approval to extra Mural Studies Centre	At least once in a year

28	Hostel Management Committee	1) M.C. Member, Chairman 2) Registrar, member 3) Rector, B. H.No.1 4) Rector, B.H..No.2 member 5) Rector, Girls Hostel member 6) Co-Coordinator, B.C.Cell member 7) Executive Engineer, Construction .dept. member 8) Hostel Superintendent, Girls Hostel, member 9) Hostel Superintendent, Boy's Hostel Secretary	1. To prescribe rules of admission in hostel 2. To decide contract of mess and its rules.	As and when required and at least once in a semester.
29	Legal Advisory Committee	Yet not constituted	To give legal advice.	Time to time
30	University Publication Board	As per Ordinance no. 1	As per Ordinance 6	As required
31	University Building and works Committee	As per Ordinance 30	As per Ordinance 31	As required
32	Drafting committee of Statutes ordinances rules and regulations	As per Ordinance 48	As per Ordinance 48(V)	As required
33	Committee for considering equivalence of courses Examinations	As per Ordinance 50 (A)	As per Ordinance 50(A) (II)	Ordinarily twice in a year
34	Selection Committee for recruitment of Non-teaching staff.	As per section of 4 (II) (a) & (b) of Maharashtra Non-agriculture University and Affiliated Colleges Standard code rules 1984.	To recommend names for Appointment	As required updated 01032008