

English Translation of Original Act of CVASU in Bengali
Chittagong Veterinary & Animal Sciences University

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Ministry of Education

Notification

Date, 22 Srabon 1413/6th August 2006

S.R.O. No. 196-Act/2006. The Government has decided to affect the act on 23 Srabon, 1413 in Bangla as 7th August, 2006 in English by the power given in the Act of Chittagong Veterinary & Animal Sciences University Act (Act No. 30 of 2006) as per Art. 1 and sub-art. (2).

Ordered by the President

Md. Momtajul Islam
Secretary

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National parliament of Bangladesh
Dhaka, 1st Sraban, 1413/16th July, 2006

The following act, as taken up by the parliament, has gained the assent of the president on 1st Sraban, 1413 Bengali as per 16th July, 2006 and hereby is published for the general information of the public.

Act no. 30 of 2006

The following is an act enacted to establish a university in the mane of Chittagong Veterinary and Animal Sciences University after upgrading and transforming Chittagong Government Veterinary College in order to keep pace with the advancing world in different fields of veterinary and animal sciences, create opportunity for higher education and research at national level, practise modern knowledge, teach relevant subjects related to this science, conduct research work as well as develop and handover technology.

As it is expedient and necessary to establish a university in the mane of Chittagong Veterinary and Animal Sciences University after upgrading and transforming Chittagong Government Veterinary College in order to keep pace with the advancing world in different fields of veterinary and animal sciences, create opportunity for higher education and research at national level, practise modern knowledge, teach relevant subjects related to this science, conduct research work as well as develop and handover technology;

Hence, the following act has been enacted hereby:

1. Brief title, introduction and applicability:

- 1) This act will be called as Chittagong Veterinary and Animal Sciences University act 2006.
- 2) This act will come into force on the date the government determines through the notice in the government gazette.
- 3) This will apply in the case of affiliated institutes, higher education and research organizations and colleges with the university.

2. Definition: unless there is anything repugnant in the subject or context, in this act –

- a) “Faculty” means university faculty
- b) “Finance committee” means university finance committee
- c) “Institute” means any institute approved or established by the university

- d) "Academic council" means academic council of the university
- e) "Animal and livestock" means domestic animals, poultry, fish, wild animals and mammals.
- f) "Authority" means any authority mentioned in the article 17A
- g) "Committee" means the university committee
- h) "Officer" means the officer of the university
- i) "Employee" means employee of the university
- j) "Treasurer" means treasurer of the university
- k) "Research institute" means research institute of the university
- l) "Chancellor" means the chancellor of the university
- m) "Student" means any student enrolled for the university's regular academic activities
- n) "Trustee board" means the trustee board of the university
- o) "Dormitory" means the temporary residence on the campus for unmarried teachers
- p) "Dean" means the dean of the university faculty
- q) "Designated" means designated by the rules and regulation of the university
- r) "Proctor" means the proctor of the university
- s) "Provost" means the head of any hall
- t) "Director" means the director of institute and any director mentioned in the article 8A
- u) "Examination controller" means examination controller of the university
- v) "Farm" means the farm of the university
- w) "Department" means any department of the university
- x) "Departmental head" means the head of any department
- y) "The university" means Chittagong veterinary and animal sciences university established under the article 3
- z) "Vice chancellor" means the vice chancellor of the university
- aa) "Veterinary and animal sciences" means education and research pertaining to saving the health and interest of all animals including wild animals, birds, fish as well as veterinary medicine, surgery, genetics and breeding related treatment, animal feed, housing, nutrition, management, animal diseases and farm that is capable of preventing zoonotic diseases.
- bb) "Veterinarian" means any graduate of doctor of veterinary medicine (DVM)/B, VSC and A H or any practitioner holding equivalent degree and registered under Bangladesh Veterinary Council
- cc) "Veterinary clinics" means veterinary clinics of the university
- dd) "Grant commission" means the University Grant Commission of Bangladesh formed under University Grant Commission of Bangladesh Order, (P. O. No. 10 of 1973)
- ee) "Registrar" means registrar of the university;

- ff) “Teacher” means professor, associate professor, assistant professor or lecturer and any other person recognized as teacher by the university;
- gg) “Syndicate” means syndicate of the university;
- hh) “Statute”, “rule” and “regulation” means statute, rule and regulation compiled under this act;
- ii) “Organization” means any organization of the university;
- jj) “Hall” means student residence under the management and maintenance of the university established to teach organized life and co-curricular activities to students;

3. The University –

- 1) According to the rules of this act, upgrading and transforming Chittagong Government Veterinary College, a university in the name of Chittagong Veterinary and Animal Sciences University will be established on the same campus.
- 2) Chittagong veterinary university will be established with the chancellor, vice chancellor, treasurer, syndicate and members of the academic council.
- 3) The university will be a statutory body and it will have perpetual succession and a common seal, and subject to the rules of this act, it will have the right to acquire, occupy and hand over all its movable and immoveable assets, and it will be able to sue or be sued by its name.
- 4) The aim of the university –
 - a) To teach various disciplines and applied subjects of veterinary and animal sciences selected by the university;
 - b) To develop teaching and research and achieve excellence in the field of veterinary medicine and animal sciences
 - c) To spread this science for the welfare of rural people and for the development of this industry with the help of concerned government department and associated organizations;

4. The powers of the university -

Subject to this act and the rules of the Grant Commission, the university will have the following rights:

- a) To teach, as per the approved curriculum of the university, at graduate, Mphil/PhD and higher postgraduate levels; to train and conduct research in the fields of veterinary medicine, animal and food sciences; and to attain excellence as well as arrange for dissemination of knowledge;
- b) To disseminate research-based data, result and technological information through extension education,

- c) To administer tests and evaluate according to the statutory rules of the university.
- d) To award degrees and diplomas as per the statutory rules of the university in the field of veterinary medicine and animal sciences, and to grant certificates for other academic successes.
- e) To create necessary posts and employ staff, as per the approved framework of the university, with a view to teaching veterinary medicine and animal sciences, conducting research, doing administrative works and carrying on extension education.
- f) According to the specified written rules of the university, to nominate students, teachers and officers and award them fellowships, scholarships and special achievement awards, subject to mentionable contribution to teaching and research.
- g) To create and maintain residential and other facilities for the students, teachers, officers and staff;
- h) To formulate and implement disciplinary rules and regulations for the sake of health and welfare of the students living the university student dormitory;
- i) To select curriculum for teaching at the departments and institutes;
- j) To coordinate among the departments, faculties, colleges and institutes;
- k) To administer tests and award degrees as well as other academic honours to the people who have completed studying the selected curriculum of the university and completed research works according to the conditions of the statute;
- l) To award any honorary degree or any other honour as per the rules confirmed in the statute;
- m) To arrange for lectures and teaching in order to award certificates and diplomas specified by the university to the people who are not the students of any faculties, colleges or institutes;
- n) To arrange for collaboration and joint research works with other local and foreign universities and concerned authorities as per the necessity and specific system of the university subject to the approval of the University Grant Commission;
- o) Subject to the approval the University Grant Commission, to create all the necessary posts and to employ the people recommended by the concerned selection committee for those posts;
- p) To establish halls for the students of the university to live and to arrange for their maintenance and inspection;
- q) According to the statute, rules and regulations; to introduce and award fellowships, scholarship, prizes and awards in recognition of merit;
- r) To monitor and control the moral discipline of the students of the university and to develop on their co-curricular activities and health;
- s) To establish and maintain discipline among all classes of recruits and formulate and implement their code of conduct;

- t) To claim and collect specific fees according to the laws of the university;
- u) To receive any grant and subscription from any local and foreign person or institution for the sake of extension and development of the teaching of the university;
- v) In order to achieve the aim of the university, to reach an agreement, actuate the agreement, to change the conditions of the agreement or to nullify the agreement;
- w) To publish books and journals for the development and advancement of teaching and research;
- x) To accomplish all other necessary tasks in order to achieve and realize the cherished goals of the university; and
- y) Subject to prior approval of the Grant Commission, to establish any other centre, office, college or institute at any other suitable place in order to carry out teaching, research and external activities.

5. The university is open for all, regardless of their race and religion—

The university will remain open to any male and female of any race, religion, caste, colour and creed; and no one can be discriminated against because of their race, religion, caste, colour and creed.

6. Teaching of the university--

- 1) All the recognized teaching and research of the university will be conducted by the university or institute and all the lectures and works of the laboratory and workshops will come under the university.
- 2) The teachers will carry out teaching according to the specific methods under the rules of the university.
- 3) The authority that will be responsible for teaching will be fixed according to the statute.
- 4) The curriculum and the syllabus will be decided according to the statute and the rules of the university.

7. The responsibility of the Grant Commission--

- 1) The Grant Commission will have the right to monitor and evaluate by a committee of one or more members the buildings, halls, libraries, laboratories, instruments or associated organizations as well as the examination, teaching and other activities run by the university.
- 2) The Grant Commission will inform beforehand the purpose of each inspection and evaluation conducted by it, and the university will have the right to represent in case of such inspection and evaluation.
- 3) The Grant Commission will give its opinion regarding such inspection and evaluation and will recommend the syndicate to take necessary steps in this regard and the syndicate will send the report of its taken steps.

- 4) The university will maintain the register and files specified by the Grant Commission and will supply statistics and other reports and information as per the demand of the commission.
- 5) The Grant Commission will meet the demands of the university with regards to education and will adopt necessary development plan on their basis.
- 6) The Grant Commission will forward along with its recommendation the budget and other financial requirements of the university to the government.

8. The officers of the university—

The university will have the following officers:

- a) Chancellor;
- b) Vice-chancellor;
- c) Treasurer;
- d) Dean of the faculty;
- e) Director of the institutes
- f) Registrar;
- g) Head of the departments
- h) Librarian;
- i) Provost;
- j) House tutor;
- k) Director (student welfare);
- l) Director (Research and extension);
- m) Director (veterinary clinics);
- n) Director (Physical exercise);
- o) Director (External affairs);
- p) Director (Farms);
- q) Director (Finance and accounts);
- r) Director (Planning and development);
- s) Proctor;
- t) Assistant proctor;
- u) Controller of Examinations;
- v) Chief engineer;
- w) Chief medical officer; and
- x) Other officers declared as officer by the statute

9. The chancellor—

- 1) The president of the people's republic of Bangladesh will be the chancellor.
- 2) The chancellor will chair the convocation for awarding academic and honorary degrees:

Provided that the chancellor will be able to nominate any other person to chair the convocation if the chancellor wishes.

- 3) The chancellor will possess the authority bestowed on him/her by this act or statute.
- 4) In the case of awarding honorary degrees, every proposal must be approved by the chancellor.
- 5) Chancellor will be able to investigate any incident of the university and if the report of the investigation is sent to the syndicate, the syndicate will take necessary steps in this regard and will inform the chancellor regarding the taken steps.
- 6) If the chancellor thinks that an abnormal situation is prevailing at the university that can seriously hamper the normal activities of the university, then the chancellor will be able to give necessary order in order to keep the normal activities of the university on, and obeying such order will be compulsory for the university authority, teachers, officers and staff and the vice-chancellor will implement such order.

10. Appointment of the vice-chancellor—

- 1) The chancellor will appoint one of the senior educationists associated with higher education and research concerned with veterinary and animal sciences for 4 years for the post of vice-chancellor:

Provided that nobody will be eligible for being the vice-chancellor for more than two terms at a stretch or in any other way.

- 2) Whatever be there in the sub-clause (1), the vice-chancellor will keep holding office subject to satisfaction of the chancellor.
- 3) If the vice-chancellor's post becomes vacant or if the vice-chancellor is unable to perform his duty due to leave, absence, sickness or for any other reason, provided that the chancellor do not have any other decision, the treasurer will perform the duty of the vice-chancellor until the newly appointed vice-chancellor takes his office or the vice-chancellor is able to perform his duty again.

11. The powers and the responsibilities of the vice-chancellor—

- 1) The vice-chancellor will always be the chief academic and administrative executive and ex officio will be chairman of the syndicate, academic council, finance committee and development committee.
- 2) While performing his duty, the vice-chancellor will remain accountable to the chancellor.
- 3) The vice-chancellor will sincerely abide by this act, statute, and the laws of the university rules and to this end will be able to exert necessary power.
- 4) The vice-chancellor will be able to attend the meeting of any authority or organization of the university and take part in its activities, but he will not have the right to vote in that meeting unless he is a member of that authority or organization.
- 5) The vice-chancellor will be able to inspect any faculty, institute or department.

- 6) The vice-chancellor will take effective measures to implement the decisions of the syndicate, finance committee, planning and development committee and academic council.
- 7) The vice-chancellor will exercise the general regulatory power over the teachers, officers, staff and the students.
- 8) The vice-chancellor will be responsible for maintaining academic, administrative and economic discipline.
- 9) If the vice-chancellor does not agree with the decision of any authority or organization of the university, he will be able to send back the decision to the concerned authority or organization for reconsideration of the decision after writing the reason for his disagreement, and if the authority or organization in question does not agree with the vice-chancellor after reconsideration, then the vice-chancellor will be able to send the matter to the chancellor for decision and in that case the decision of the chancellor will be considered as final.
- 10) If emergency arises in case of running the university, the vice-chancellor will be able to take instant measures if he thinks to be necessary, and he will then inform this to the authority or organization that is entitled with taking measures regarding the matter as soon as possible.
- 11) The vice-chancellor will perform overall duty in implementing the university approved budget.
- 12) If the vice-chancellor considers it to be necessary, with the approval from the syndicate, he will be able to give any of his power and responsibility to any teacher or officer of the university.
- 13) The vice-chancellor will exercise other power specified by the statute and the university rules and regulations.

12. The treasurer—

- 1) The chancellor, as per his specific terms and conditions, will appoint a treasurer for the tenure of 4 years and the treasurer will be an honorary officer, but he will get honorarium fixed by the chancellor from the university fund.
- 2) The treasurer will exercise the power and perform duties as determined by the statute and the rules of the university and given by the vice-chancellor.
- 3) If the post of the treasurer gets vacant temporarily due to leave, sickness or any other reason, the syndicate will immediately inform the chancellor regarding that and the chancellor will take necessary measures in this regard with a view to getting the activities of the treasurer accomplished.
- 4) The treasurer will take overall care of the university fund and will provide recommendation regarding financial policies to the vice-chancellor, concerned committee, institute and organization.

- 5) The treasurer, subject to the regulation of the syndicate, will manage the assets and investment of the university and he will be liable to the syndicate for presenting annual budget and account statement.
- 6) The treasurer will be responsible, subject to the power given to him by the syndicate, to make sure that the money is spent in the specific sector for which the money was allocated.
- 7) On behalf of the university, the treasurer will sign all the financial agreement.
- 8) The treasurer will also exercise the other power determined by the statute and rules.

13. The registrar—

The registrar will be the resident officer of the university and he will—

- a) Be the secretary of the syndicate and academic council;
- b) Will preserve all secret reports and all the records of the university, documents and general seals given to his custody by the vice-chancellor;
- c) Will maintain a register of the registered graduates, as per the statute;
- d) Will be the caretaker of all the assets of the university given to his care by the syndicate;
- e) Will perform the duties determined by the statute and the rules of the university or the duties given at times or the other duties given by the vice-chancellor;
- f) Will maintain liaison with the deans of the faculties regarding their plan, programmes and schedules;
- g) Will maintain all the official correspondence on behalf of the university;
- h) Will sign all the agreements except for the financial agreements on behalf of the university;

14. The director (Finance and accounts)—

The director (finance and accounts) will be responsible for all the matters relating to budget and accounts and perform all the duties determined by the statute of the university and given by the vice-chancellor.

15. The controller of the examinations—

The controller of the examinations will be responsible for all the matters relating to administering of examinations and perform all the duties determined by the statute of the university and given by the vice-chancellor.

16. The appointment of other officers, their powers and duties—

As per the system determined by the statute, the syndicate will determine the system of appointment and their duties and power of those officers of the university whose system of appointment, duties and power have not been mentioned in this act.

17. The authorities of the university –

The university will have the following authorities:

- a) Syndicate;
- b) Academic council;

- c) Faculty;
- d) Academic committee;
- e) Finance committee;
- f) Planning and development committee;
- g) Selection committee;
- h) Disciplinary committee;
- i) Higher education and research committee; and
- j) Other committees formed as per the statute

18. The syndicate—

- 1) The syndicate will be formed of the following members:
 - a) The vice chancellor who will also be the chairman;
 - b) The treasurer;
 - c) Two deans nominated in terns by the syndicate;
 - d) Tow directors nominated in terns by the syndicate;
 - e) An official at least with the rank of additional secretary or joint secretary nominated by the government;
 - f) Two representatives from any research institution or industry related to veterinary science and technology;
 - g) A representative nominated by the Grant Commission;
 - h) Three special educationists nominated by the chancellor of whom one would be a veterinarian with the rank of professor from Bangladesh Agricultural University and one educationist with the rank of professor from Chittagong University;
 - i) Director general, Department of Livestock Services, Bangladesh;
 - j) Two educationists from the professors of the university nominated by the academic council;
 - k) Registrar, who will be the member-secretary;
- 2) Any member nominated by the syndicate will hold office for two years:
 But with the condition that, he will be holding office even though his tenure comes to an end until the replacement takes charge;
 With further condition that, no members will be able to hold the syndicate membership if they no longer hold the rank or belong to the research institution against which he was nominated in the first place.

19. The meeting of the syndicate –

- 1) Subject to other rules of this clause, the syndicate will be able to determine the programme of its meeting.
- 2) The syndicate meeting will be held as per the date, palace and time fixed by the vice-chancellor:
 Provided that the syndicate will hold at least one meeting every three months.

- 3) The vice-chancellor will be able to convene special meeting of the syndicate whenever he thinks it is appropriate.
- 4) The vice-chancellor will be able to convene emergency meeting of the syndicate in order to resolve any emergency issues.

20. The powers of the syndicate and its responsibilities—

- 1) Subject to this act and the rules of order of the Grant Commission, the syndicate will be the chief executive body, and subject to the given power of the vice-chancellor, the syndicate will have the general management and caretaking power over the activities, organizations and assets of the university; and the syndicate will notice whether the rules and regulations of this act and statute are abided by properly.
- 2) Without tempering the wholeness of the applicable power under the clause (1), the syndicate will:
 - a) Amend and approve the statute;
 - b) Make decision after consideration regarding annual report, annual accounts and probable annual cost proposal;
 - c) Acquire assets and collect fund for the university, keep them under possession and regulate as well as manage them;
 - d) Consider the recommendations of the finance committee in case of financial matters;
 - e) Determine the size of the general seal of the university and keep it in its custody and determine its usage;
 - f) Yearly submit to the Grant Commission the complete statement of the financial requisition of the university for the concerned year and also submit the accounts of the financial resources obtained from sources other than the Grant Commission in the previous year.
 - g) Manage any fund given to the university for any special purpose;
 - h) Employ teachers, officers and other staff of the university and determine their duties and conditions of their employment if there are no other rules in this act and in the statute;
 - i) Accept wills, donations and otherwise handed over moveable and immoveable assets on behalf of the university;
 - j) Administer examinations, publish results and award degrees and other academic honours to the people who have completed the curriculum selected by the university and accomplished research works as per the conditions of the statute;
 - k) Regulate, monitor and determine all the matters concerned with the university by virtue of the power given by this act;
 - l) Arrange for inspection of the institutes and halls or give order to inspect;
 - m) Make rules for the university, subject to this act and the rules of the statute;

- n) Create, abolish or temporarily postpone all the posts of the university according to the statute and recommendations of the academic council;
- o) Abolish or postpone any department or institute in accordance with the statute and recommendations of the academic council;
- p) Recognize any scholar as the teacher of the university as per the statute and recommendations of the academic council;
- q) Give its power to any specific body, committee, person or authority in the case of employing different classes of staff, subject to the conditions determined by the regulations and the recommendations of the vice-chancellor;
- r) With recommendations from the academic council, be able to introduce new teaching and training programmes, establish advanced education centre, introduce and stop interdepartmental and inter-institutional new teaching and research programmes and abolish old programs;
- s) Subject to this act and rules of the statute, be able to employ, except for the vice-chancellor, all the teachers, officers and staff of the university, determine their duties and fix the conditions of their employment, and be able to arrange for filling up the vacant post in case any of their posts gets permanently vacant;
- t) Be able to reward financially any teacher or scholar for their special contributions to teaching, research and administrative field in recognition of their merits.
- u) Consider and approve budget of the university adjusting the grant obtained from the grant commission and the income from the university's own source.
- v) Manage all the funds given to the university for general or special purposes.
- w) Exercises other powers and perform other duties given to or imposed on it by the statute and by this act; and
- x) Exercises such other powers of the university that have not been given to any other authority by this act or under the statute.

21. The academic council –

- 1) The academic council will be formed with the following members:
 - a) The vice-chancellor who will also be the chairman of it;
 - b) Treasurer;
 - c) All the deans;
 - d) All the heads of the departments;
 - e) Directors of the institutes;
 - f) Director (student welfare);
 - g) Director (research and extension);
 - h) All the professors and associate professors;
 - i) Librarian of the university;
 - j) Director general of the Department of Livestock Services;
 - k) President, Bangladesh veterinary council;

- l) Two of the selected assistant professors and one of the lecturers of the university nominated by the vice-chancellor on the basis of seniority;
- m) One professor of Chittagong university nominated by the vice-chancellor of Chittagong university;
- n) Two specialists working at veterinary/livestock research and higher education centre nominated by the chancellor;
- o) Controller of the examinations;
- p) Registrar;
- 2) Any selected member of the academic council will hold the post for 3 years:
 Provided that, he will be in his post even after his tenure comes to an end until the replacement takes charge.
 Also provided that, no members will be able to hold the academic council membership if they no longer hold the rank or belong to the research institution against which he was nominated in the first place.

22. The powers and the responsibilities of the academic council—

- 1) The academic council will be the main body concerned with educational activities of the university, and subject to this act, statute and rules of the university, determine the aims and goals of all the academic programmes of the university, prepare academic calendar and related plans, be responsible for determining and maintaining the standards of teaching, training and examination, and will have the power of regulation and supervision over all these matters.
- 2) Subject to this act, statute and the power given by the vice-chancellor as well as the syndicate, the academic council will be able to formulate regulations in order to determine the standards of syllabus, curriculum as well as teaching and research.
- 3) Under the general power of the academic council mentioned in the clause 1), it will have the following powers as well:
 - a) To provide the syndicate with recommendations regarding all the educational matters;
 - b) To submit proposal to the syndicate in order to formulate rules concerned with education matters;
 - c) To call for report from the people who are conducting research and to recommend to the syndicate in this regard;
 - d) To submit proposal to the syndicate with a view to establishing departments and forming academic committees of the university;
 - e) To look for improvement of the study and research of the university;

- f) Subject to the approval of the syndicate and recommendations of the faculty, to determine the boundary of the syllabus and curriculum as well as the study and research for each and every paper of all the examinations:
Provided that, the academic council will only be able to accept, refine, reject or send back the recommendations of the faculty, and, if necessary, will be able to send back to the faculty for changing, extension or amendment;
- g) To decide as per the statute (if any) about the proposal proposed by any candidate of PhD or MPhil degree;
- h) To recognize the equivalence if the examinations of other universities are equivalent to the examinations of this university;
- i) To advise the syndicate about any new development proposal in the case of study and research of the university;
- j) To formulate regulations regarding the use of the university library and arrange for proper functioning of the library;
- k) To recommend about development of research of the university and to advise the syndicate regarding other educational matters sent to the academic council;
- l) To submit proposal for consideration of the syndicate for establishing any new faculty, research institution and introducing new subjects in the museum;
- m) To consider the proposal for creating, abolishing and postponing the posts of professor, associate professor, assistant professor, lecturer, and other teachers and researchers and to recommend to the syndicate in this regard;
- n) To make rules to award degrees, certificate, diplomas, scholarships, fellowships, stipends, awards, and medals etc. and to recommend to the syndicate regarding awarding the eligible person;
- o) To put forward proposals to the syndicate concerning determining the policy about training and enhancing the skills of the teachers and to take step to provide teachers with training and fellowship;
- p) To fix course and syllabus, approve examiner panel for every examination, approve the proposals of every research subject for research degrees, appoint examiners for every such subject;
- q) To make decision about exempting any student or examinee from any course;
- r) To formulate regulations in order to enhance and maintain the excellence of different departments and faculties of the university and to make decision

- regarding adopting collaboration or joint activities with higher education and research institutions of other universities of home and abroad;
- s) To arrange for enrolling students at different departments of the university, fix eligibility and conditions for admission and arrange for administering admission test in this regard;
 - 4) The academic council will perform other duties and exercise powers determined by the statute and given by the syndicate related to educational matters.

23. The faculties –

- 1) Every faculty will be formed combining certain departments with recommendations from the academic council and subject to the approval of the syndicate;
- 2) Subject to the regulation of the academic council, every faculty, as per the statute and the rules of the university, will be in charge of managing educational activity and research work in the specific departments,
- 3) The formation, power and activities of the faculty will be determined by the statute and the rules of the university;
- 4) There will be a dean in every faculty and he, subject to the regulation and general supervision of the vice-chancellor, will be responsible for abiding by the statute relating to the faculty, rules and regulations of the university.
- 5) The deanship will rotate on basis of seniority among the professors of all the departments of the faculty and the dean will be appointed by the syndicate for 2 years.

24. The institutes—

- 1) With a view to offering higher education and research in any in any important subject, if necessary, the university will, with recommendations from the Grant Commission and as per the specific system determined by the statute, be able to establish as its integral part one or more than one institute or college in any district including Cox's Bazar district.
- 2) To run every institute, there will be separate board of governors including one director which will be determined by the statute.

25. The departments—

- 1) A department will be formed with all the teachers of a subject that is taught at the university.
- 2) A head of the department will be appointed on the basis of seniority from the departmental professors in tern for 2 years by the vice-chancellor.

- 3) If there are no professors in any department, the vice-chancellor will appoint in turn one of the 3 associate professors as head of the department:

Provided that, no teachers can be appointed as head of the department below the rank of associate professor:

Also provided that, if there are no teachers in any departments as least with the rank of associate professor, the senior-most teacher could be appointed as head of the department.

Clarification: to fulfill the aim of this clause, the seniority will be determined on the basis of designation and rank, if the designation and rank of two people be same, seniority will be determined by length of service in the same post.

- 4) Under the general supervision of the dean, the head of the department, with the help of other members of the department, will be responsible for preparing the action plan and coordination of the department.
- 5) The head of the department will exert power and perform duties as determined by the statute and rules of the university.

26. The academic committee—

Every department will have an academic committee determined by the statute and the departmental teachers will remain accountable to the academic committee.

27. The university fund—

- 1) The university will have a fund where money will be deposited from the following sources:
 - a) Grants and allocations obtained for the government and Grant Commission;
 - b) Various payments and fees given the students;
 - c) Grants given by the ex-students of the university;
 - d) Grants given by local authorities, any other institution, company or person;
 - e) Grants given by any foreigner or foreign institution, subject to the approval of the Grant Commission;
 - f) Income obtained from university's own property and management income;
 - g) Trust fund or endowment fund;
 - h) Income from other sources of the university;
 - i) Income or interest from university's invested money; and
 - j) Loan taken by the university;

- 2) The money of this fund will be deposited in the name of the university in any scheduled bank approved by the university and the money will be withdrawn in the specific system by the university in accordance with the regulations.
- 3) All the costs of the university will be met from this fund.
- 4) The money of the university fund could be invested in any sector approved by the syndicate.

28. The finance committee—

- 1) The finance committee will be formed by the following members:
 - a) Treasurer- chairman
 - b) Registrar- member
 - c) One dean nominated by the vice-chancellor on the basis of seniority- member
 - d) One member of the syndicate who is not working at the university and is nominated by the syndicate- member
 - e) One representative nominated by the Grant Commission (not below the rank of director)- member
 - f) Chief engineer- member
 - g) Director (finance and accounts)- member-secretary
- 2) Any nominated member of the finance committee will be in his post for 3 years: Provided that he will be in his post even after his tenure comes to an end until the new member takes charge.

29. The powers and the duties of the finance committee—

The finance committee will—

- a) Supervise the income and expenditure of the university;
- b) Consider annual budget and advise the syndicate in this regards;
- c) Advise the syndicate regarding all the matters related to money and fund, assets and accounts of the university; and
- d) Perform other duties determined by the statute or given by the vice-chancellor or the syndicate.

30. The planning and development committee—

- 1) The university will have a planning and development committee and it will be formed with the following members:
 - a) The vice-chancellor, who will be the chairman
 - b) Treasurer
 - c) One dean nominated by the vice-chancellor in turn;
 - d) Registrar;

- e) One member of the syndicate who is not working in the university nominated by the syndicate;
 - f) One professor nominated by the academic council;
 - g) One engineer nominated by the syndicate who is not below the rank of caretaker engineer of the department of public works;
 - h) One architecture/planner nominated by the syndicate;
 - i) Chief engineer; and
 - j) Director (planning and development), who will be its member-secretary
- 2) Any member of the planning and development committee will hold his post for 3 years:
Provided that, he will possess his post even after his tenure comes to an end until his successor takes charge.
- 3) Planning and development committee will be chief planning body of the university and will prepare development plans for the university in accordance with its aims and evaluate the development programmes of the university.
 - 4) This committee will also accomplish other activities determined by the statute and given by the vice-chancellor or the syndicate.

31. The selection committee—

- 1) There will be one or more selection committee in the university in order to recommend in the case of appointing teachers, officers and staff.
- 2) The formation and activities will be determined by the statute.
- 3) If the syndicate does not agree with the recommendations of the selection committee in any case, the matter will have to be sent to the Grant Commission and the decision of the Grant Commission will be deemed as final.

32. The discipline committee—

- 1) The university will have a discipline committee.
- 2) The formation, power, tenure and activities will be determined by the statute.
- 3) The discipline committee will formulate code of conduct for the teachers, officers, staff and students of the university.

33. The examination discipline committee—

- 1) The university will have an examination discipline committee.
- 2) The formation, power and activities will be determined by the regulations of the university.

34. The other committees of the university—

The formation, power and activities of other committees declared as the authorities of the university will be determined by the statute.

35. The teachers of the university—

- 1) All the teachers of the university will be employed for all the time:
Provided that the vice-chancellor will be able to appoint one or more part-time teacher so that the teaching and related activities are not hampered.
- 2) The teachers of the university will—
 - a) Teach the students through lectures, tutorials, discussions, seminars, hands-on demonstrations and workshops;
 - b) Direct and supervise research;
 - c) Personally contact students, give them direction and oversee their activities;
 - d) Assist the authority in preparing curriculum and syllabus, fixing and conducting examinations, evaluating answer scripts and research articles, and organizing activities concerning library, laboratory as well as other educational and co-educational activities.
 - e) Be able to work as consultant subject the approval of the syndicate; be obliged to deposit one fifth of the remuneration obtain from such work.
 - f) Execute and perform the duties determined by the statute and given by the vice-chancellor, the dean and the head of the department.
 - g) Not be able to do any full-time or part-time work or job without formal permission of the university authority.

36. The statute—

Subject to the rules of this act, rules could be made by the statute regarding all of the following matters or any other matter:

- a) Determining the power and the duties of the vice-chancellor;
- b) Determining the power and duty of the treasurer;
- c) Introducing the post (chair) of professor in honour of eminent individuals in the field of education and science at national and international levels;
- d) Awarding honorary degree or any other honour;
- e) Introducing fellowships, scholarships, stipends, awards and medals;
- f) Determining the nature of research activities;
- g) Awarding diplomas or certificates;
- h) Determining teaching authorities;
- i) Fixing syllabus and curriculum;

- j) Determining the ranks, power, duties and conditions of work of the teachers and officers of the university;
- k) Determining the formation, power and activities of authorities of the university;
- l) Establishing institutes, dormitories and halls and to take care of them.
- m) Determining the systems of appointment, promotion and firing of the teachers, officers and staff of the university;
- n) Creating pension, group insurance, benevolent and provident funds for the welfare of the teachers, officers and other staff of the university;
- o) Determining the rules regarding creating, abolishing or postponing the posts of teachers and researchers;
- p) Determining the rules for creating opportunities for teaching and research and for establishing, postponing and abolishing new faculty, department or institute;
- q) Determining the aims and goals of academic council;
- r) Selecting the themes for MPhil and PhD degrees;
- s) Determining the formation, power and activities of faculties;
- t) Determining the formation and activities of the selection committee;
- u) Formulating rules concerning admission and examination for graduate, postgraduate and other curriculum;
- v) Formulating rules regarding formation of different committees;
- w) Determining such other matters that can be determined by the statute under this act.

37. The framing of the statute—

- 1) The syndicate will be able to frame, amend and nullify the statute in the methods mentioned in this clause.
- 2) The first statute of the university mentioned in the charter cannot be amended or nullified without the approval of the chancellor.
- 3) All the statutes written by the syndicate must be submitted to the chancellor for approval.
- 4) After getting proposal for approving any statute, the chancellor will be able to send back to the syndicate the statute or any rule of the statute for reconsideration, or for considering any specified amendment proposed by the chancellor; but if the syndicate resubmits the statute with or without the specified amendment, then, it will be deemed as to have been approved if it fails to gain approval of the chancellor within 30 days of submission.

Provided that the statute relating to the conditions of work of the teachers, officers and other staff of the university must be submitted to the chancellor; but it will not be necessary for it to be approved by the chancellor.

- 5) No statutes proposed by the syndicate will be valid until they are deemed to be approved or unapproved by the chancellor.

38. The university ordinances —

Subject to this act and rules of the statute, all or any of the following could be ruled with the university ordinances, namely:

- a) Determining the powers and duties of the vice-chancellor;
- b) Determining the powers and duties of the treasurer;
- c) Admission and enrollment of the students of the university;
- d) Framing the curriculum and the syllabus for degree, diploma or certificate courses;
- e) Determining the eligibility conditions for attending the examinations of the university's degree, diploma or certificate courses and for obtaining the degree, diploma or certificate;
- f) Determining methods of teaching, conducting tutorial class, laboratory and workshop;
- g) Determining the conditions for students' residence and their conduct and discipline;
- h) Collectable fees for syllabus and examinations, for admission to degree, certificate and diploma of the university;
- i) Framing different permanent committees of the university and determining their powers and duties;
- j) Determining methods of teaching and holding examinations;
- k) Establishing faculties of the university including determining their powers and duties;
- l) Introducing fellowships, scholarships or stipends, awards and medals;
- m) Establishing different affiliated organizations and determining their powers, duties and responsibilities;
- n) Pertaining managing halls and dormitories; and
- o) Such other matters that will be and could be determined by the rules of the university under this act or statute

39. The framing of the university ordinances—

The university ordinances shall be framed by the syndicate:

Provided that, no ordinances concerning the following matters could be framed without the recommendation of the academic council, namely:

- a) Establishing teaching department;
- b) Registration of the students of the university;
- c) Equivalence of examinations held by other universities or educational institutions;
- d) Conditions for residence of unmarried teachers in the dormitories and students in the halls;
- e) Holding examination;
- f) Introducing fellowships and stipends;
- g) Framing syllabus and determining curriculum for all the degrees, diplomas and certificates given by the university;
- h) Admission of students to the university and their enrollment;
- i) Eligibility conditions for admission to degree, diploma and certificate courses, attending their examinations, and obtaining degrees, diplomas and certificates;

40. The regulations—

- 1) The university authority and other organizations, subject to the approval of the syndicate, may make regulations consistent with this act, statute and the university ordinances for the following objectives, namely:
 - a) Framing their respective code of conduct and determining the necessary number of members for constituting quorum;
 - b) Framing provisions for all the matters that can be determined by regulations as per this act, statute or ordinances of the university; and
 - c) Making regulations concerning such other matters providing for solely concerning such Authorities but not provided for by this Ordinance, the Statutes and the University Ordinances.
- 2) Every Authority of the University will make regulations providing for the giving of notice to the members of such Authority, of the dates of meetings, and of the business to be transacted at the meetings, and for keeping of records of the proceedings of the meetings.
- 3) The Syndicate may direct the amendment or annulment, in such a manner as it may specify, of any regulation made under this section and the concerned authority will be obliged to follow the direction:
Provided that any Authority which is dissatisfied with any such direction may appeal to the Chancellor whose decision shall be final.

41. Residence--

- 1) Every student of the university will live, under the terms and conditions set by the university, in the hall or hostel specified by the statute of the university or in any other place fixed by the university.
- 2) The provost and house tutor as well as other caretaking staff shall be employed as per specified method of the statute.
- 3) The power given by disciplinary board of every hall and hostel will remain under the inspection of any officer of the university.
- 4) The university may repeal its approval of any hostel if it is not run by the system specified by the statute.

42. Dormitory—

- 1) The dormitory will be of type determined by the statute.
- 2) All the caretaking employees of the dormitory will be employed by the methods as specified by the statute.

43. Admission to the university curriculum—

- 1) Subject to this act and statute, the admission of students to graduate, postgraduate and other curriculum will be directed by the ordinances framed by the admission committee employed by the syndicate in this regard.
- 2) If a student does not pass the secondary and higher secondary examinations under any secondary and higher secondary education board of Bangladesh, or does not pass higher secondary examination under any existing law of Bangladesh, or does not pass any examinations recognized as equivalent by the statute, or does not pass equivalent examination administered by any recognized foreign educational institutions or organizations, and if he/she does not have the other qualifications determined by the university ordinances, he/she will not be eligible for admission to any curriculums of any graduate courses of the university.
- 3) The terms and conditions under which students will be admitted to degree, diploma, certificate and postgraduate curriculums will be determined by the statute and the university ordinances.
- 4) The university will have the right to, as per the specified system of its ordinances, recognize any degrees given by any other university or recognized organization as equivalent to any degree given by the university or will have the right to recognize any examination, other than the secondary and higher secondary

examinations under any recognized university or education board, as equivalent to higher secondary examination.

- 5) If a student is admitted to the university on the basis of false information and if it is proved later on, the admission will be canceled.
- 6) If a student is convicted by the court of moral slipping, admission will be canceled.

44. Examinations—

- 1) Subject to this act and provisions of the statute, with the commendations from the academic council, the syndicate will determine the system of examination of graduate, postgraduate and other curricula of the university.
- 2) The controller of examinations, under the regulation of the vice-chancellor, will make all the arrangements for directing the examinations.
- 3) The academic council will employ different examination committees on the basis of the recommendations from the examination committees framed by various departments, and their formation, powers and activities will be determined by the ordinances of the university.
- 4) If any examiner is unable to perform his duties regarding any examination, the vice-chancellor will appoint another examiner in his place.

45. Terms and conditions of service—

- 1) Every salaried teacher, officer and employee will be employed on the basis of written agreement and the agreement will be entrusted with the registrar and a copy of it will be provided to the concerned teacher, officer and employee.
- 2) Every teacher, officer and employee will perform their duties all the times with honesty and diligence and will be strictly upright and impartial in case of performing duties related to their posts.
- 3) Every teacher, officer and employee of the university will be deemed as all time teacher, officer and employee of the university unless there is anything clearly mentioned otherwise in the terms of employment.
- 4) No teacher, officer or employee will involve themselves in any activity contrary to the interest of the university or any of its organizations.
- 5) The terms and conditions of service will be determined without harming the right of holding the political views of any teacher, officer or employee, but he will not be allowed to promulgate his views, nor will he be able to get himself involved with any political organizations.

- 6) If any (salaried) teacher, officer or employee wants to a candidate to be elected as member of the parliament or for any post of the local government, he will tender his resignation before he submits his nomination paper.
- 7) The terms and conditions of service of the teachers, officers and employees will be framed by the statute without harming their civil and other rights as well as keeping them consistent with the aims and objectives of the university.
- 8) Any (salaried) teacher, officer or employee of the university may be fired, deposed or be punished in any other way, as per the reasons and methods determined the statute, for violating the conditions of his service, neglecting his duties, moral degradation or inefficiency.
Provided that he will not be punished until the inquiry is complete by any inquiry committee regarding the allegations brought against him, and until he is given the chance of justification by himself or through any representatives.

46. Annual report—

The annual report of the university will have to be prepared as per the directions of the syndicate and it will have to be submitted to the government through the Grant Commission.

47. Annual accounts—

- 1) The annual accounts and the balance sheet of the university will have to be prepared in accordance of the directions of the syndicate and it will be audited by authority nominated by the Grant Commission.
- 2) The annual accounts and audit-report with duplicate copy will have to be submitted to the government through the Grant Commission.

48. Restrictions on being member of authorities—

A person may not be able to hold any posts of the university or institute or be member of any authorities or organizations of the university or institute, if he—

- a) Is insane, deaf or dumb or unable to perform his duty due to any ailment;
- b) Is not exempted from the liabilities after being declared bankrupt;
- c) Is convicted by the court of moral lapse.

49. Conflict concerning forming authorities or organizations of the university—

In the absence of rule in this act, the statute or the university ordinances, if any question arises regarding the right of anybody's becoming the member of any authority or organization of the university, it will be sent to the syndicate whose decision thereon will be final.

50. Forming committees—

If, by this act or the statute, any authority is given the power to form any committee, it will be formed, unless there is any rule stated otherwise, with the members determined by the mentioned authority and if necessary with other people.

51. Filling of casual vacancies—

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

52. Validation of proceedings, et cetera—

No act or proceeding of any Authority or other body of the University will be invalid merely on the ground of the existence of any vacancy in, or any defect in the constitution of such Authority or body and questions may not be raised regarding that.

53. The decision of the chancellor regarding controversy—

If controversy arises between the university and any of its teacher or officer regarding any matter or agreement not confirmed by this act or statute, the controversy will be sent by the vice-chancellor with written request from the teacher or officer to the chancellor for decision whose decision thereon will be final.

54. Appeal to the chancellor—

- 1) If any person is aggrieved about any order given by any official or authority of the university, the person may appeal against it through proper channel to the chancellor.
- 2) After receiving such appeal by the chancellor, he will send a copy of it to the official or authority and give the official or authority the chance to show cause as to why the appeal will not be taken.
- 3) The chancellor may directly deny such appeal or resolve the appeal within 2 months after giving the person who filed the appeal a chance of hearing by his own or any other committee.

55. The trustee board—

- 1) There will be trustee board for managing and directing the benevolent fund of the university.
- 2)

- 3) The formation, powers and activities of the trustee board will be determined by the statute.

56. Pension and provident fund—

The University will constitute for the benefit of the officers, teachers and other employees, such pension, group insurance, benevolent and provident funds, in such manner and subject to such conditions, as may be prescribed by the Statutes.

57. Statutory grant—

In order to carrying out the purposes of this act, the university will receive specified grant from the government every year through the Grant Commission.

58. Abolishing and protecting Chittagong Government Veterinary College—

- 1) With the introduction of this act, Chittagong Government Veterinary College will be abolished.
- 2) With the abolishment of Chittagong Government Veterinary College mentioned as abolished hereafter --
 - a) All the moveable and immovable assets, cash and bank deposited money, all the moveable and immovable assets with security, and all other claims of the abolished college will be deemed as rights, liabilities and debts; but an inventory will have to be prepared of all the moveable and immovable assets, cash and bank deposited money and property of the abolished college.
 - b) The ongoing development projects and responsibilities of the abolished college will be deemed as ongoing development project and responsibilities of the university.
 - c) All the funds of the abolished college will be deemed as the funds of the university.
 - d) Any lawsuit by or against the abolished college or any other legal proceedings will be deemed as the lawsuit or legal proceedings by or against the university; and
 - e) The affiliation of the abolished college with Chittagong university will terminate and under this act Chittagong university will have no jurisdiction in taking step as per this act regarding belongings, teachers, employees or students of the abolished college;
 - f) The students who have been studying at the abolished college before this act was introduced, will be considered, under this act, as students of the university, and they will be considered as students of the university until their ongoing courses are complete, and the registration number and relevant rules

of Chittagong university will not apply in their case, but if any student wants, he/she may keep the registration number of Chittagong university and get admitted to any institution under the jurisdiction of Chittagong university.

- g) As per the provision of this act, the principal of the abolished college will perform the duty of the vice-chancellor until the vice-chancellor is employed;
- h) The job of the teachers, officers and employees including that of the principal and vice-principal of the abolished college will at once be placed in the job of the university:

Provided that, in this case of this kind of placement, they will be employed in the university under the same terms and conditions with which they were employed in the previous job until the university changes the conditions and they will get full financial benefit during retirement taking their duration of service in the previous job into account.

Also provide that nobody will be eligible for such in the post of teacher if they don't have first class either in degree or master's examination, but this condition will not apply if they have postgraduate diploma, Mphil or PhD degree.

Furthermore provided that if any working teacher does not possess first class either in graduate or postgraduate level, they will be able to be employed at the university provided that they complete their post graduate diploma, Mphil or PhD degree within maximum 5 years.

- i) All the teachers, officers and employees of the abolished college who are working on deputation (if any) will be considered as to have been transferred to the service of the university until further notice by the government;
- j) If any teacher, officer or employees whose service has been placed in the service of the university under clause (h), applies to the government in writing within 3 months of this act's coming into effect expressing unwillingness to be employed in the university, or is ineligible to be employed, then he or she will retire or be released from the service on the date determined by the government receiving the benefits due to him or her under the terms and conditions of the service of the abolished college .

59. Removal of difficulties—

If any difficulty arises in the case of executing the activities of the university or concerning the first sitting of any of its authorities or in giving first effect to the provisions of this ordinance, the chancellor, with his order, may, keeping consistent

with this act and statute as much as possible, appoint in any post or take any other measure any time before all the authorities are formed if he thinks to be necessary and expedient in order to remove the difficulty, and each of this kind of orders will be implemented in such a manner that as if that appointment and taken measure have been done in accordance with this ordinance.

Schedule
The first statute of the university
[See Article 37(2)]

1. Definitions—

In this statute, unless there is anything repugnant in the subject or context--

- a) "Act" means "Chittagong Veterinary and Animal Sciences act, 2006"
- b) "Authority", "professor", "Associate professor", "Assistant professor", "Lecturer", "Officer", and "Employee" means the authority, professor, associate professor, assist professor, lecturer, officer and employee of the university respectively;
- c) "Academic committee" means the academic committee formed in accordance with section 3 of the statute; and
- d) "Planning committee" means the planning committee formed as per section 4(4) of statute.

2. Faculty—

- 1) Any faculty will be formed with its dean and all the teachers of the departments under the faculty.
- 2) Every faculty will have a executive committee that will be formed with the following members, namely:--
 - a) The dean, who will be its chairman;
 - b) The heads of the departments under the faculty
 - c) The professors and the associate professors of the departments under the faculty;
 - d) Three teachers nominated by the academic council of such subjects that do not belong to the faculty but according to the academic council are significantly related to the subjects of the faculty; and
 - e) Two experts, nominated by the academic council, in one or more than one subject of the faculty who are not employed in any jobs of the university;
- 3) The members of the executive committee will hold the post for 2 years since the appointment.
- 4) Subject to the provisions of this act the powers given to the academic council, very faculty will have the powers mentioned hereunder—
 - a) To select syllabus, curriculum and subjects of study, and to allocate number for each syllabus and curriculum and to form academic council for this purpose.

- b) To send names of the examiners to the controller of examinations to direct the all the activities of examinations of the subjects;
- c) To recommend to the academic council the condition for awarding degrees, postgraduate diplomas, certificates and other honours;
- d) To recommend to academic council to create the posts of teachers and researchers in the departments of the faculty; and
- e) To manage other matters sent by the academic council.

3. The academic committee—

- 1) There will be an academic committee at graduate level in every department with the following members, namely:--
 - a) The head of the department who also be the chairman;
 - b) Teachers of the department;
 - c) A teacher from another university, nominated the vice-chancellor, not below the rank of associate professor in the concerned subject or in the associated subject;
 - d) A specialist member actively involved with research, commercial or industrial organization related to the concerned subject or associated subject who will be nominated by the academic council;
- 2) There will be an academic committee at postgraduate level in every department with the following members, namely:-
 - a) The head of the department who will also be the chairman;
 - b) All the course teachers and all the associate professors and professors;
 - c) A professor, from another university, related to the concerned subject or associated subject, nominated by the vice-chancellor on the basis of the recommendation the head of the department;
 - d) A specialist member actively involved with research, commercial or industrial organization related to the concerned subject or associated subject who will be nominated by the academic council;
- 3) Academic committee will prepare curriculum and syllabus and perform other duties given by the faculty, academic council, syndicate and the provisions of the university.
- 4) Academic committee will recommend the names of the examiners for holding the examinations of the departmental subjects.
- 5) The members of the academic committee will hold the membership for 2 years from the date of their appointment:

Provided that the selected members will be holding their posts even after their tenure comes to an end until the replacement takes charge.

- 6) The academic committee will have the following powers and duties, namely:-
 - a) To advise the academic council on determining syllabus and curriculum at departmental level;
 - b) Preparing lesson plan in accordance with approved curriculum;
 - c) To form supervisory committee under various teaching programmes and to recommend to the academic council for appointing research supervisor;
 - d) To recommend the examiners to the academic council for research, thesis and other examinations of the departmental examinations;
 - e) To perform other duties given by the syndicate and academic council.

4. The department—

- 1) Every department will operate under the general supervision of the concerned head of the department and the head of the department will execute the daily activities of the department.
- 2) The matters related to policy making will remain under the jurisdiction of the academic and planning committees;
- 3) The academic committee will be formed with all the teachers of the department and the mentioned committee will perform the activities; namely:-
 - a) Student admission;
 - b) Preparing syllabus;
 - c) Holding examinations;
 - d) Teaching; and
 - e) Co-curricular activities of the students
- 4) The departmental planning committee will be formed with one third of total number of the teachers of the department on the basis of seniority.
- 5) The planning committee will execute all other activities determined by the provisions including extension of the department and submitting proposal to the academic council concerning appointment of teachers, other officials and employees.

5. The planning and development committee—

The planning and development committee will perform the following activities, namely:--

- a) To prepare, review and evaluate all the development plans of the university and to advise the syndicate regarding this;
- b) To implement, observe and coordinate the work projects,
- c) Enlisting the contractors, selecting tender and striking deal with the contractor; and
- d) Performing other duties determined by the vice-chancellor or the syndicate

6. The selection committee—

- 1) A selection committee will be formed by the following members in order to appoint professors and associate professors, namely:-
 - a) The vice-chancellor who will also be the chairman;
 - b) The treasurer;
 - c) Two members nominated by the syndicate;
 - d) Three specialists in the related subject nominated by the chancellor including at least two specialists from another university; and
 - e) The dean of the concerned faculty
- 2) The selection committee for appointing assistant professors and lecturers will be formed with the following members, namely:-
 - a) The vice-chancellor, who will also be the chairman;
 - b) The treasurer;
 - c) One specialist in the concerned subject, nominated by the syndicate and two other members;
 - d) The concerned head of the department; and
 - e) The concerned dean of the faculty
- 3) The selection committee for appointing registrar, librarian, director (finance and accounts), controller of examinations and other officers with same rank and salary will be formed with the following members, namely:-
 - a) The vice-chancellor, who will also be the chairman;
 - b) The treasurer;
 - c) One professor nominated by the academic council;
 - d) One member of the syndicate nominated by the syndicate, who is doesn't work at the university;
 - e) One special person nominated by the chancellor; and
 - f) One specialist in the concerned subject nominated by the vice-chancellor

- 4) The selection committee for appointing other officers other than the officers mentioned in the sub-section (3) will be formed with the following members, namely:-
 - a) The vice-chancellor, who will also be the chairman;
 - b) The treasurer;
 - c) One professor nominated by the academic council;
 - d) One member of the syndicate nominated by it, who will not be in any service of the university;
 - e) One specialist nominated by the syndicate; and
 - f) Concerned head of the office
- 5) The selection committee for appointing employees will be formed with the following members, namely:-
 - a) The vice-chancellor, or any other person, who will also be the chairman;
 - b) The treasurer;
 - c) The registrar;
 - d) One specialist nominated by the syndicate; and
 - e) One member of the academic council nominated by it
- 6) Any nominated member of any selection committee will hold the post for two year:

Provided that, he/she will be holding his/her post even after the tenure comes to an end until the replacement takes charge.
- 7) The syndicate will appoint teachers, officers and employees on the basis of recommendations from the selection committee.
- 8) If the syndicate cannot agree with recommendation of any selection committee, the issue will be sent by the mentioned committee to the Grant Commission whose decision will be final.
- 9) The selection committee, in special case, may recommend to the syndicate for appointing distinguished scholar for certain period of time, on terms and conditions, in the post of professor and the syndicate may consider that.

7. The duties of other officials—

The other officials other than those mentioned in the clause 8 of this act, will perform duties and responsibilities determined by the provisions of the university and entrusted by the vice-chancellor.

8. Dormitory-

- 1) The caretaker of the dormitory will be appointed by the syndicate for 2 years on specific conditions.
- 2) The dormitories will be named with approval from the syndicate.

9. Hall—

- 1) The provost and the assistant provost of the halls will be appointed by the vice-chancellor for 2 years.
- 2) The syndicate will name the halls of the university.

10. Honorary degrees—

- 1) If any proposal for awarding honorary degree to any person is sent to the syndicate by the academic council and if the syndicate approves it, it will be submitted to the chancellor for final approval, and if the proposal gets the assent of the chancellor, the honorary degree will be awarded.

11. Registered graduates—

- 1) Any graduate of the university will be able to enroll his/her name in the register of the registered graduates after at least five years of graduation for a fee of 200 taka.
- 2) As per sub-section (1) the applicant will be enrolled as registered graduate from the date of paying the registration fee and as per the provision of sub-section (5), until his or her name is excluded from the register of registered graduate, he/she will continuously be enrolled in this way.
- 3) Any person enrolled as registered graduate will be able to enjoy the facilities of the registered graduates paying an annual fee of 200 taka:

Provided that if any registered graduate pays the annual fee for 15 years consecutively from the first year of registration, he/she will be able to enjoy the facilities as registered graduate without paying any more fee until he/she dies or resigns

Also provided that any registered graduate may enjoy the facilities as registered graduate until he/she dies or resigns by paying taka 1000 at a time as annual fee at any time of getting registered, without paying any more fee.

Further provided that the person whose name has been excluded from the list of registered graduate for not paying the dues, he/she will be able to be registered as member by paying take 1000 at a time.

- 4) Any registered graduate may pay the annual fee at any time of the academic year; but he/she fails to pay the due fee of any academic year within the date determined by the provision, he/she will not have the right to enjoy the facilities of registered graduate for the concerned year and his/her name will be excluded from that list.
- 5) If any registered graduate fails to pay the annual fee for any academic year, his name will be excluded from the list of registered graduate:

Provided that he/she will be able to reenroll as registered graduate in the next academic year if he/she pays all the dues until the year of reenrollment.

- 6) Applications for enrollment and reenrollment as registered graduate will have to be made through the form determined by the provision:
Provided that no applications will be accepted for enrollment and reenrollment if taka 200 as fee is not paid.
- 7) All the dispute concerning enrollment and registration of graduates will be resolved by the tribunal formed by the following members, namely:-
 - a) The vice-chancellor, who will also be the chairman;
 - b) One member of the syndicate nominated by the syndicate; and
 - c) One member of the academic council nominated by the academic council
- 8) The method of work of the tribunal formed under the sub-section (7) will be fixed by it.
- 9) In resolving all the disputes regarding enrollment or registration, the decision of the tribunal formed under sub-section (7) will be final.
- 10) The registered graduates will have the right to use the university library as per the system determined by the provisions.

12. The curriculum--

As per the regulations, the academic council will determine the curriculum of the university.

13. The director—veterinary clinics:

The director (veterinary clinics) will be appointed, with recommendation of the vice-chancellor, for two years by the syndicate from the teachers experienced in veterinary clinics, of at least the rank of professor.

14. The director—research and extension:

With the recommendation from the vice-chancellor, the director (research and extension) will be appointed by the syndicate for two years from the senior professors of teaching and research

15. The director—Farms:

With recommendation from the vice-chancellor, the director (farms) will be appointed for two years by the syndicate from the teachers of the university, at least of the rank of associate professor, experienced in animal farm planning and management.

16. The director—External affairs:

With recommendation from the vice-chancellor, the syndicate will appoint one teacher of at least the rank of associate professor as director (external affairs) for two years on the basis of experience in extension education and training.

17. The director—Physical education:

With recommendation from the selection committee, the director (physical education) will be appointed by the syndicate on the basis of experience in sports and physical education and having sound health either through new recruitment or from the officers of similar rank concerned with physical education.

18. The director—Student welfare:

- 1) With recommendation from the vice-chancellor, the director (student welfare) will be appointed for two years by the syndicate from the teachers of the rank of at least associate professor on the basis of experience in education administration.
- 2) The director, being under the regulation of the vice-chancellor, will advise on and supervise the students concerning discipline and co-curricular activities.

19. The director—(Finance and accounts)

- 1) With recommendation from the vice-chancellor, any teacher of the rank of at least associate professor who is experienced in accounts, or any government officer of the similar rank will be appointed as director (finance and accounts) by the syndicate for a period of two years.

- 2) The duties and the powers of the director (finance and accounts) will be determined by the syndicate.

20. The director (Planning and development)

- 1) As per the recommendation of the vice-chancellor, any teacher of the rank of at least associate professor or any government office of the similar rank having experience in education planning and development activities will be appointed as director (planning and development) by the syndicate for two years.
- 2) The duties and powers of the director (planning and development) will be determined by the syndicate.

21. The proctor and assistant proctor:

- 1) With recommendation from the vice-chancellor, the proctor and assistant proctor will be appointed by the syndicate for two years from the teachers of the rank of at least associate professor on the basis of experience in education administration.
- 2) The duties and powers of the proctor and assistant proctor will be determined by the syndicate.

22. The provost and assistant provost:

- 1) With recommendation from the vice-chancellor, the provost and assistant provost will be appointed by the syndicate for two years from the teachers of the rank of at least associate professor on the basis of experience in education administration.
- 2) The provost while being under the regulation of the vice-chancellor will perform the executive duties and responsibilities of the residential hall administration.
- 3) The other duties and powers of the provost and assistant provost will be determined by the syndicate.

23. The higher education and research committee:

The formation, powers and activities of the higher education and research committee will be determined by the provisions of the university.

24. The quorum:

If the quorum for the meetings of authority committee or organization is not determined in any other way, the quorum for the meetings of every authority committee or organization will be the presence of one third of the total number of its member and every fraction will be counted as a whole number.

25. Retirement:

- 1) All the teachers, officers and employees will retire at the completion of their 60th year of age.
- 2) Whatever be in the sub-section (1), with prior approval of the vice-chancellor, the syndicate, if necessary, will be able to increase the length of service of any teacher up to 65 years:

Provided that the duration of service of any teacher cannot be extended for more than 2 years at a stretch:

Also provided that in case of providing the retirement facilities of any teacher, the extended period of service cannot be counted.

26. Financial benefits:

The duties for which financial benefits can be given, more than one of such duties cannot be given to any teachers, officers or employees.

27. Gratuity:

After working for at least 5 years but less than 10 years, if any teacher, officer or employee retires or resigns from the service or the service gets terminated due to the abolishment of the post, he/she or his/her family, in case of his/her death, will be given for double the number of years he/she has been at the service an amount of money equaling to the basic salary of his/her last month at the service

28. Pension:

After working for at least 10 years, if any teacher, officer or employee retires or resigns from the service, or dies or his/her service gets terminated due to the abolishment of the post, he/she or his/her family, if he/she dies, will be given pension at the rate the government fixes from time to time for any government officer or employee in the similar case.

29. General provident fund:

- 1) The university will create a general provident fund for its teachers, officers and employees and the teachers, officers and employees will contribute to that fund as per the provision of the sub-section (2).
- 2) The provisions formulated by the government concerning the provident fund of its officers and employees, will apply, with necessary amendment, for the teachers, officers and employees of the university.

30. The abolishment of the effectiveness of the provident fund created before:

The effectiveness of any provident fund created before the introduction of this statute by Chittagong Government Veterinary College will cease with the introduction of this statute, and all the money deposited in the mentioned fund along with the interest will be transferred to the general provident fund created in accordance with the sub-section (29).

31. Benevolent fund, trustee board and fund management:

1) A fund, mentioned as the benevolent fund hereafter, will be created by the university in the name of the benevolent fund for the teachers, officers and employees of Bangladesh Veterinary Science and Technology University, Chittagong, and the fund will be used for the welfare of the teachers, officers and employees as well as for their families:

Provided that the people who do not need to contribute to the benevolent fund as per the sub-section (2), they, unless any decision is made by the trustee board for giving any benefits or grants in any case for any special reason, will have no right to receive any benefits or grants from the mentioned fund.

2) All the teachers, officers and employees will contribute to the benevolent fund on monthly basis for all the time when working other than the time when they are on leave without pay, but the following people will make no contribution to the fund, namely:-

- a) Person employed beyond the age of 60;
- b) Person working on deputation by the government;
- c) Person employed on part-time basis;
- d) Person employed ad hoc or for the post that has been vacant because of leave; and
- e) Any pensioner from any government or statutory organization

3) The rate of contribution to the benevolent fund will be as follows, name:-

- a) Teacher, 1% of basic salary
- b) First or second class officer, 1% of basic salary
- c) Third class employee, 0.25% of basic salary
- d) Fourth class employee, 0.125% of basic salary

Provided that the trustee board will, at times, be able to, with assent of the syndicate, change that rate.

- 4) The benevolent fund will be created combining the money obtained from the following sources, namely:-
 - a) The money collected from the monthly salary bill of the teachers, officers and employees of the university as contribution to the fund;
 - b) Grants obtained from the university;
 - c) Grants given by the government; and
 - d) All the income including the interest obtained due to investment of the money of the benevolent fund
- 5) All the money of the benevolent fund will have to be deposited opening an account in the name of the benevolent fund at any scheduled bank; one or two people entitled by the trustee board will perform all the necessary activities concerning managing the fund including withdrawing the money from that account in the specific system of the trustee board and subject to any terms and conditions, if any, by it; the money of the fund will have to be deposited in that account in the first half of each month.
- 6) The treasurer will fix, on the basis of estimated calculation, the probable amount of money to be given to the beneficiaries of the benevolent fund each fiscal year and a similar amount of money will have to be invested in the security determined by the syndicate; this investment will be in the name of the university, but the trustee board will determine in what security, by what amount and on what conditions the money will be invested.
- 7) The treasurer will clearly keep the accounts of all the money of the fund in the form fixed by the finance committee and the accounts will be audited by the government auditors like and along with other accounts of the university, but the university authority will be able to pre-audit the accounts of this fund.
- 8) The benevolent fund will be directed by a trustee board of the following members, namely:-
 - a) The vice-chancellor, who will also be the chairman;
 - b) One member of the syndicate nominated by it;
 - c) Two members nominated by the vice-chancellor;
 - d) The registrar; and
 - e) The treasurer, who will also be its member-secretary
- 9) The meetings of the trustee board will be held at the time and place determined by its chairman.

- 10)The trustee board will have the right to do and have all the necessary and relevant tasks done with concerned costs for proper use and management of the money and other properties of management fund of the benevolent fund. The trustee board will exercise this power in accordance with this act, ordinance and statute.
- 11)The financial grant from the fund can be given in the following cases, namely:-
- a) If any teacher, officer or employee is dismissed from the service due to physical or mental impairment, to him/her or, in case he/she dies, to his/her family;
 - b) If any teacher, officer or employee dies while in service, to his/her family;
 - c) If any teacher, officer or employee retires from the service before the age of 60, to him/her or his/her family; and
 - d) For any purpose that is good for teachers, officers or employees, which will be determined by the trustee board:
Provided that,
 - i. This kind of financial grant will be paid for at best 10 years or up to the date when he/she completes 60 years of age if the teacher, officer or employee is alive;
 - ii. If any teacher, officer or employee dies after partially withdrawing the financial grant, the ten-year period will be counted for the day he/she withdrew the financial grant for the first time;
 - iii. Any teacher, officer or employee will be able to nominate, while he/she is in service, one or more than one person as per the specific pattern determined by the trustee board so that his/her family, under this sub-section, may receive the financial grant and the mentioned person or people will be able to receive financial grant on behalf of the family; if there is no such nomination in any case, the trustee board will be able to make the necessary decision in this regard;
- 12)The trustee board will be able to take action in all the matters that will be determined by the trustee board as per this section, and in order to implement the aims of this section, it will be able to take action through written order in the necessary and relevant matters.

32. Interpretation of the statute:

If interpretation for any provision of this statute becomes necessary, the matter along with the report of the syndicate on it will be sent to the chancellor whose decision will be final thereabout.

ATM Aatur Rahman
Secretary