

**STATUTES - I**

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**KUVEMPU  UNIVERSITY**

**NOTIFICATION OF VARIOUS STATUTES  
APPROVED BY THE CHANCELLOR.**

**PART - I**

**Jnana Sahyadri Shankaraghatta - 577 451**

**Shivamogga District, Karnataka**

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NOTIFICATION

Sub:- Notification of various statutes approved by the Chancellor.

The Chancellor has given his assent to the following Statutes and the same has been communicated by the Secretary to Government of Karnataka, Education Department, Bangalore. The assented Statutes are hereby notified.

Statute relating to grant of permanent affiliation to the Colleges/Institutions and withdrawal of such affiliation.  
(Letter No: ED 4 USS 91, Dated 10-1-92, Assented on 22-12-91)

Statutes relating to Board of Studies.  
(Letter No: ED 21 USS 92, Dated 29-6-92; Assented on 19-6-92)

Statute Governing the Compulsory Retirement & Conditions of Service of University Employees.  
(Letter No: ED 19 USS 92, Dt. 29-6-92; Assented on 19-6-92)

Statute relating to Adoption of Government Orders relating to the Service benefits.  
(Letter No: ED 29 USS 92, Dt. 25-7-92; Assented on 11-7-92)

Statute relating to Convocations for conferring Degrees.  
(Letter No: ED 33 USS 92, Dated, 25-7-92; Assented on 12-7-92)

Statute relating to Reemployment of retired Teachers upto the end of Academic Year.  
(Letter No: ED 28 USS 92, Dt. 25-7-92; Assented on 12-7-92)

Statute relating to Institution of Fellowships, Endowments, etc.,  
(Letter No. ED 39 USS 92, Date. 25-7-92; Assented on 13-7-92)

University Service & Kannada Language Examination Statutes.  
(Letter No. ED 9 USS 92, Dated 25-7-92; Assented on 13-7-92) ✓

Statute relating to the Acceptance & Management of Bequests, Donations & Endowments.  
(Letter No. ED 35 USS 92, Dated, 11-8-92; Assent on 31-7-92)

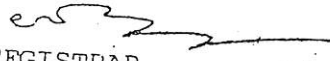
Statute relating to Election to the Authorities of the University.  
(Letter No: ED 4 USS 92, Dated, 12-8-92; Assented on 6-8-92)

Statute relating to Recruitment of Teacher in the B.Ed College.  
(Letter No: ED 32 USS 92, Dated 3-9-92; Assented on 22-8-92) ✓

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- 12. Statute Governing the Grant of Incentives for University Employees for promoting Small Family Norms.  
(Letter No:ED 3 USS 91, Dated, 3-9-92; Assented on 23-8-92)
- 13. Statute relating to Merit Promotion of the University Post-Graduate Teachers.  
(Letter No. ED 6 USS 92, Dated, 7-10-92; Assented on 10-9-92)
- 14. Statute relating to the Election/Nomination of Representatives of Students to the Senate.  
(Letter No.ED 17 USS 92, Dated, 7-10-92 Assented on 10-9-92).

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BY ORDER  
  
 REGISTRAR.

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MR(S):

KUVEMPU UNIVERSITY

No:KU:SY: :92-93.

Vishwavidyanilaya Karyalaya  
B.R. Project-577 115  
Date: 19-03-1993

NOTIFICATION

Sub:- Notification of various statutes approved by the Chancellor.

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The Chancellor has given his assent to the following Statutes and the same has been communicated by the Secretary to Government of Karnataka, Education Department, Bangalore. The assented Statutes are hereby notified.

1. Statute relating to Kuvempu University employees Service (conduct) Statute 1991. 18/22 -2.93, Assented on 8.12.92  
(Letter No. ED 34 USS 92, Dated 18/22 -2.93, Assented on 8.12.92)
2. Statute relating to employment of dependents of the University employees who die while in the service. (Letter No. ED 12 USS 92, Dated 18/22 -2-93 Assented on 8.12.92)
3. Statute of Kuvempu University regarding starting P.G. Courses in Statistics at the P.G. Centre, Davangere (Letter No. ED 1 USV 92, Dated 18.2.93, Assented on 21.12.92  
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4. Amendment Statute regarding Kuvempu University Service (Ministerial) Recruitment Statute 1991. (Letter ED 43 USS 92, Dated 24.2.1993, Assented 15.2.1993)

BY ORDER

REGISTRAR.

To

1. The Deputy Registrar, Kuvempu University, B.R. Project.
2. The Assistant Registrar, 1, 2, 3 & Establishment Section, Exam Branch, Kuvempu University, B.R. Project/Shimoga.
3. All the Superintendents, Kuvempu University, B.R. Project/Shimoga.
4. P.A. to Vice-Chancellor: Registrar: Registrar (E), Finance Officer, Kuvempu University, B.R. Project/Shimoga.
5. Concerned Case Workers, Kuvempu University, B.R. Project/Shimoga.

KUVEMPU UNIVERSITY

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GRANT OF PERMANENT AFFILIATION TO THE COLLEGES/INSTITUTIONS AND  
WITHDRAWAL OF SUCH AFFILIATION STATUTES

(Framed Under Section 35(g) & Section 53 to 56 of the KSU Act)

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STATUTE - 1

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S. 1:

1. TITLE AND COMMENCEMENT:

- 1) These Statutes shall be called the Kuvempu University Grant of permanent Affiliation to colleges and institutions and withdrawal of such affiliation Statutes.
- 11) These Statutes shall come into force from the date of assent of the Chancellor.

2. ELIGIBILITY FOR PERMANENT AFFILIATION:

A college (or an Institution which conduct research or specified studies), shall be eligible for permanent affiliation in any course/subject, only when it is enjoyed/temporary affiliation for a continuous period of 5 years in that course/subject and has fulfilled all the conditions of affiliation & attained the academic & administration standards prescribed by the University from time to time.

3. WHO SHOULD APPLY:

In the case of a Government College, the Officer authorised in this behalf by the Government and in the case of other colleges, the Management of the college or the institutions, which shall be a body registered under the society's Registration Act, shall apply to the Registrar, Kuvempu University seeking permanent affiliation and such application containing all the required particulars along with the prescribed fee shall reach the Registrar not later than the date notified by the University during the preceeding year.

4. PARTICULARS WHICH THE APPLICATION SHOULD CONTAIN:

Every such application shall contain the following particulars:-

- a. Name of the college and year of establishment.
- b. Constitution and personnel of the Governing body;
- c. Courses and subjects in respect of which permanent affiliation is sought;
- d. Accommodation, equipment, furniture, the strength of the college or institute, the number of students classwise and combination for whom provisions have been made (the information relating to accommodation must be accompanied by blue prints);
- e. The detailed statement of assets and liabilities of the college duly certified by the Chartered Accountant;

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- f. Previous application, if any for permanent affiliation in the same subject to this University & their disposal;
- g. Hostel accommodation for students;
- h. The total area of land under possession and the extent of playgrounds;
- i. Sanitary arrangements, Canteen and other amenities to students.
- j. A statement of expenditure incurred in last five years towards Library, Equipment and Furniture except salary
- k. Number of teaching Faculty in each subject: (with detailed break up)

NOTE:- The provision contained in clause(e) will not apply to an application made by a Government college.

5. FEE: Affiliation fee for permanent affiliation is Rs.10,000/- which shall be paid with the application for subsequent years the college shall pay Rs.1,000/- during the month of October every year.

Affiliation fee for professional courses shall be Rs.30,000/- in respect of Medical and Rs.20,000/- in respect of Engineering colleges and Rs.10,000/- in respect of other professional colleges shall be paid along with the application; for subsequent years Rs.2,000/- shall be paid during the month of October every year, for re-inspection of colleges Rs.5,000/- shall be paid.

6. STEPS TO BE TAKEN ON RECEIPT OF SUCH APPLICATION:-

On receipt of application, the Syndicate shall-

- a) Direct a Local Enquiry to be made by competent persons authorised by the Syndicate in this behalf in respect of the matters referred to under the statement and such other matters as may be deemed necessary and relevant including particularly in the case of composite colleges whether the teaching facilities available are adequate for both the PUC and Degree Colleges;
- b) make such further enquiry as may appear to it to be necessary;
- c) thereafter, the matter to the Academic Council for its opinion on the application.

7. CONDITIONS WHICH SHALL HAVE TO BE FULFILLED BEFORE GRANT OF PERMANENT AFFILIATION TO ANY COLLEGE OR INSTITUTION:

The college or Institution shall satisfy the following general conditions before permanent affiliation could be granted to it-

- 1) The college building shall have the following facilities in addition to the class rooms..

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- a) Permanent building with sufficient accommodation which can meet the academic requirements.
- b) A common room for teachers
- c) Departmental staff room in professional colleges
- d) Facultywise staff rooms in other colleges with sanitary facilities.
- e) A common room for students
- f) A separate common room for women students if it is a co-educational institution with sanitary facilities.
- g) A Library hall with books shelves a reading hall to accommodate atleast 50% of the students in professional colleges and 40% of the students in other colleges.
- h) Office room for principal, Office room for administrative staff and records.

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The college shall have an -

- i) Auditorium large enough to accommodate 80% of students at a time
  - j) In respect of Medical, Dental and Pharmacy colleges, the college shall have the physical facilities as prescribed by the IMC, IDC, IPC.
  - k) The College shall have a play field with a running track of 200 meter and provide facilities for games and sports and have sports material room provided that this may be relaxed to some extent in the case of City Colleges and completely waived in the case of evening colleges.
  - l) The college should have made adequate facilities to the members of the teaching and non-teaching staff for improvement of their academic qualifications.
  - m) The college should have ensured that the academic and welfare activities of the Backward Class, Scheduled Caste and Scheduled Tribes students have been properly looked into and special attention has been paid to look into their problems.
  - n) The college has been conducting the Co-curricular, Extra-curricular and social activities.
  - o) The college should have made sufficient arrangement to have the students examined every year by a competent medical Officer and where the Medical Officer recommends that a student need any particular treatment, the same shall be communicated to the parent/guardian.
  - p) The College rules fixing fee to be paid by the students shall be in conformity with those prescribed by the University or Govt.
- B. Administrative standards (including financial requirements) required to be attained for grant of permanent affiliation.

For the purpose of granting permanent affiliation, the college or the Institution should have fulfilled the following administrative and financial requirements.

- 1. There should be a Governing Council properly constituted in case of non-Government colleges and an Advisory Committee in the case of Government Colleges. The powers and functions of the committee effective.



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The total number of members of the Governing Council will ordinarily be not less than seven and more than eleven. At least one member of the Governing Council shall be a teacher representative, other than the Principal.

2. The Executive Committee members of the Educational Society which runs the college, and of which temporary affiliation has been granted should not belong to one community/Caste or to one family and for the Educational Institute being managed by the SC/STs there shall atleast be 50% of its members of the Management belonging to SC/STs.
3. All records or registers as are required to be maintained as required under University regulations/Government Orders and they shall be up-to-date. The shall be made available at any time when required for inspection.
4. The recruitment of staff shall be as per University stipulations as laid down from time to time.
5. There shall be Board of Appointment approved by the University consisting of Faculty experts to select teachers.
6. The members of the teaching and non-teaching staff should be regularly and fully paid as per prescribed rules.
7. The management shall arrange to have its accounts audited by the end of each year by a chartered Accountant. The annual accounts and the audited reports shall be made available to the University & to the Government for inspection, wherever applicable. Annual General body meeting shall be convened regularly.
8. The details of grants received from the UGC for various purposes and its utilisation should be made available.
9. The details of grants received from the State Government for various purposes and its details should be available.
10. Details of donations received from philonthrophists, its purpose and utilisation details etc., should be scrupulously recorded, audited and those records be made available for inspection.
- 11.a. A register of attendance
- b. A register of fees paid showing date of payment.
- c. A Register of admission and withdrawals.
- d. A counterfoil fee Receipt book.
- e. Account books showing financial transactions of the college of Separate from those of the Management. The accounts shall show transactions in full.
- f. A register of scholarships and conceissions of all kinds whether of tution, boarding and lodging.
- g. A register or other records of addressess of students.
- h. A register of marks obtained by each student at the college terminal examinations.

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- i. A counterfoil book of Transfer Certificate
- j. A service Register as prescribed from time to time for each member of the staff.
- k. A Register of members of the staff showing qualifications, previous experience, salaries, number of hours of work and classes and the subjects taught.

9. ACADEMIC STANDARD REQUIRED TO BE ATTAINED FOR GRANT OF PERMANENT AFFILIATION:

For the purpose of granting permanent affiliation the college or institutions should have fulfilled the following Academic requirements:-

1. The number of the staff may be as per University requirements as fixed from time to time and atleast 5% required staff appointed should be permanent including the physical Instructor and Librarian.
2. Qualification of the teaching staff shall as far as possible be in accordance with statutes framed from time to time.
3. Education, Science, Engineering and Medical Colleges shall have the Educational aids and equipments of laboratories sufficient to conduct experiments as per syllabus.
4. The results of the examinations conducted by the University so far as colleges are concerned should be comparable to the results of the University.
5. In respect of the professional colleges e.g., Medical, Dental shall have obtained recognition from the respective all India professional bodies e.g. Medical Council of India and Dental Council of India.
6. The Colleges Library shall have some important minimum number of books in each subject as may be prescribed by the Faculties, Board of studies, etc., including the reference books, Text books and some standard Journals for the students.
7. The college with science wing should provide workshop, green house and museum facilities with adequate staff wherever necessary.
8. As far as possible, the college shall have a parent teachers association.
9. Adequate representation on the staff of teaching and non-teaching must have been given to the SC/STS and other backward castes in accordance with the reservations for SC/STs as prescribed by State Government. Register should be maintained wherein seniority of teachers along with category from which they were recruited is recorded.

The university while granting permanent affiliation to any college or institution shall clearly mention the terms and conditions subject to which such permanent affiliation is granted.



11. It shall be open to a college, after obtaining the previous approval of the Syndicate, to suspend instruction from the beginning of an academic year in any subject or subjects or courses of study in which the college or institute is permanently affiliated. The classes in the subject or subjects suspended shall not be re-started without obtaining work is not resumed at the end of a period of three years, the affiliation previously granted shall be regarded as having lapsed. Provided that wherein any year a college being prepared to make the usual arrangements to give instructions in subjects in which it has been affiliated, does not for want of students offer instruction in one or more of these subjects and it reports to the Syndicate within a fortnight after the last date prescribed for the admission of August, it shall not be deemed that the college or the Institute, has suspend instruction in the subject or subjects concerned.

12. Every permanently affiliated college shall confirm to and be bound by laws or the University in force for the time being.

13. Every College which has been granted permanent affiliation shall forthwith report to the Syndicate all changes effected in the management, teaching staff and all other changes affecting the terms and conditions of affiliation.

14. PERIODICAL INSPECTION:

The University shall arrange to have periodical inspection of every permanently affiliated college, once in three years.

15. WITHDRAWAL OF AFFILIATION:

If the college to which permanent affiliation has been granted has failed to comply with or failed to observe any of the conditions of its affiliation or has been conducted in a manner which is prejudicial to the interest of Education, the University may withdraw in whole or in part or modify the rights conferred on the college by affiliation, after following the procedure prescribed in section 56 of the KSU Act.

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KUVEMPUR UNIVERSITY

BOARD OF STUDIES

(Under Section 29(2) of the KSU Act, 1976)

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STATUTE 2

S.2:

1. Title: These Statutes may be called as Board of Studies Statutes of Kuvempu University 199 . . .

2. Commencement: They shall come into force from the date on which the assent of the Chancellor is obtained.

3. Constitution of the Board: Every post-graduate or Undergraduate Board of Studies shall be constituted by the Syndicate. The term of each such Board shall be three years.

4. Composition of the Board:

(1) The members of every such Board of Studies shall be appointed from among the teachers of the University or the teachers of a college affiliated to the University.

Provided that for the post-graduate Board of Studies, there shall be atleast two external members and atleast two other members from the related fields.

Explanation:

i) External member means a member who is not a teacher of this University area.

ii) Related fields mean fields having close connection with the subjects for which the board of Studies has been set up.

5. Chairman of the Board: The Chairman of a post-graduate Board of studies shall be nominated by the Vice-Chancellor and such Chairman shall be the ex-officio Chairman of the Undergraduate Board of Studies for the same subject or group of subjects.

6. Cessation of Membership: A member appointed in his capacity as a teacher in any of the University or affiliated College shall hold office as a member of the Board of Studies until he ceases to be a teacher in any of the University or any of the affiliated College.

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appointed in a casual vacancy shall subject to other provision, be a member of the Board concerned only for the residual period for which the person in whose place he is appointed.

7. Strength of the Board: No Board shall consist of less than three or more than nine members.

Provided, however, that the Under-graduate Board of Studies shall consist of not more than six members including the Chairman. If the subject is not taught in more than two colleges, there shall be only one Board of Studies i.e., the post-graduate Board to which at least one member from the Undergraduate Colleges shall be appointed.

Provided further, with the prior permission from the Vice-Chancellor the Chairman may if felt necessary invite Specialist for any particular meeting.

8. Amalgamation: The Syndicate may at its discretion amalgamate the Undergraduate Board of Studies and the Post-graduate Board of Studies relating to the same subject and also constitute combined Board of Studies for one or more subjects enumerated in the Ordinance for the sake of co-ordination and maintenance of standard.

9. Quorum: The quorum for a meeting of any Board shall be not less than one third of the strength of the Board.

10. Arrangements during absence of Chairman: When the Chairman of a Board is absent or is temporarily unable to carry on his functions, the Vice-Chancellor may appoint any other member of the Board to act for him during such period.

11. Functions of the Board:

(1) It shall be the duty of every Board of Studies to consider a report on any matter referred to it by the Syndicate or the Academic Council or the Faculty or the Dean of Faculty concerned in the subject with which it deals.

(2) The Board of Studies shall recommend to the Academic Council the courses of study and curricula for the different classes of students and the standards of work.

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12. Powers of the Board: The Board of Studies shall have powers:

- a) to prepare and recommend to the Academic Council schemes of Examinations;
- b) to recommend text-books for the several courses of study
- c) to advice the University authorities on such matters as may be referred to them.

13. Meetings: The Registrar, under the directions of the Vice-Chancellor, or the Chairman with prior permission shall fix the date and time of the meetings of the Boards of Studies and the Boards shall meet on the appointed date and time.

(2) The Chairman shall issue the agenda atleast 10 days before the date of the meeting.

(3) Chairman of the meeting:- The Chairman of the Board or in his absence, a member chosen by the members shall preside.

14. Joint Meetings: Whenever it is deemed necessary, it shall be competent for the Vice-Chancellor to convene Joint Meetings of two or more Boards of Studies and at all such meetings, the Vice-Chancellor shall preside.

15. Minutes: Every resolution of the Board of Studies passed shall be recorded at the meeting and read out by the Chairman at the meeting itself.

The Chairman of the meeting shall send the Registrar a copy of the minutes as approved at the meeting within ten days after the date of the meeting.

The Vice-Chancellor, may in urgent cases, obtain the opinion of the Board of Studies by circulation of any proposal among the members of the Board. Such opinion, together with the action taken thereon, shall be communicated to all the members.



STATUTE REGARDING THE COMPULSORY RETIREMENT AND CONDITIONS OF  
SERVICE OF UNIVERSITY EMPLOYEES.

(Under Section 35 of the K.S.U. Act. 1976)

STATUTE 3

S.3

1. TITLE: This Statute shall be called as the compulsory retirement and conditions of services of University Employees.

2. COMMENCEMENT: This Statutes shall come into effect or date it gets the assent of the Chancellor.

3. Notwithstanding anything in any rule, Statute or contract of service, the Chancellor may, if it is considered necessary so to do in the interest of the University, retire any employee of the University:-

- (1) holding a non-teaching post after such employee has completed 25 years of qualifying service or has attained 50 years of age; or
- (2) holding a teaching post after he has attained 50 years of age.

Provided that the employee concerned is given notice of three months before the date of such retirement or in lieu of such notice a sum equivalent to the amount of his salary for a period of three months.

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ADOPTION OF GOVERNMENT ORDERS RELATING TO THE SERVICE BENEFITS

(Under Section 35 (m) of the Act)

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STATUTE 4

S.4

1. TITLE:

This statute shall be called as the Adoption of Government orders relating to the Service benefits Statute 1991.

2. COMMENCEMENT:

This Statute shall come into effect on the date it gets the assent of the Chancellor.

3. In the absence of Rules regarding the service conditions of the University applicable to University employees, the provisions of Karnataka Civil Service Rules, and Government Orders, amendments and clarifications issued from time to time shall ordinarily applicable till specific statutes are framed. Provided in case of doubt or difficulty in any matter of following the Karnataka Civil Service, Rules, the Vice-Chancellor may adopt the Rules to such an extent as may be necessary depending upon the merits of the case and wherein the opinion of the Vice-Chancellor, reference to the Syndicate is found necessary, Syndicate may decide the matter suitably and; provided further in all cases where financial implications are involved so as to necessitate provision of additional funds, no such benefit or concession will be extended to the University Employee without obtaining prior consent of Government.



STATUTES RELATING TO CONVOCATIONS FOR CONFERRING DEGREES

(Proposed under section 35(d) of KSU Act 1976)

STATUTE 5

17

S.5:

1. TITLE:

These Statutes may be called as "KUVEMPU UNIVERSITY" Convocation Statutes 1991.

2. COMMENCEMENT:

These Statutes shall come into force on the date of which the approval of the Chancellor is conveyed.

3. DEFINITIONS:

In these Statutes the context otherwise requires;

- 1) 'University means' Kuvempu University.
- 2) 'The-Act' means Karnataka State Universities Act, 1976.
- 3) 'Examination' means the examination conducted by the University.
- 4) 'Degree' means the degree awarded by the University for having declared successful in the examination.
- 5) 'Honorary Degree' means, the degree awarded by the University for outstanding work in any field.

4. ANNUAL CONVOCATION:

i) A Convocation for the purpose of conferring Degrees shall be held once a year in the month of January/February and at other times as the Chancellor may direct on the recommendation of the University Syndicate.

ii) The Registrar, shall, atleast 30 days before the Annual Convocation, cause a Notification to be Published in the Karnataka Gazette, in the University Office, Kuvempu University, and in the some newspapers indicating the date of the Convocation.

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5. 1) After the publication of results of Degree Examinations held every year, the Registrar(Evaluation) will prepare a list of candidates eligible to receive their Degrees at the next Annual Convocation. A list of such candidates eligible for conferment of Degrees shall be presented at the Annual Convocation and all the candidates shall be conferred Degrees.

ii) Candidates including in the list mentioned in 5(1) above shall be eligible to receive their Degrees either in person or in absentia.

6. Admission to the Convocation shall be limited only to the candidates eligible for post-graduate Degrees, Doctorates. Honorary Doctorates and Winners of Prizes and Medals in First Degrees.

7. 1) At the First Annual Convocation to be held after coming into force of these Statutes, Degrees will be conferred on all persons who have graduated in previous year but have not taken their Degrees at any of the previous Convocations.

ii) Distribution of Degree Certificates to such persons shall be made by post by the Office of the Registrar (Evaluation) provided the Candidates submit their applications in the prescribed form to the Registrar(Evaluation) together with the applications for enrolment as registered graduates along with the prescribed fee.

8. DISTRIBUTION OF DEGREE CERTIFICATES:

1) Distribution of Degree Certificates to the persons coming under Statute 6 above shall be made either at the convocation or at any time after the Convocation. Provided however, that no such candidate will be admitted to the Convocation who does not submit his/her application in the prescribed form to the Registrar(Evaluation) together with the application for enrolment as a registered graduate along with prescribed form as to reach him not later than 20 days before the date fixed for the Convocation. Provided further that such candidates shall not be allowed to apply for and receive the same Degree in person at any subsequent Convocation.

2) Distribution of Degree Certificates to all other graduates included in the list mentioned in Statute 5(i) shall ordinarily be made by the University a month after such convocation is held, but it shall be a pre-condition that such candidates should apply to the Registrar(Evaluation) in the prescribed form together with the application for enrolment as a Registered Graduate within the

time specified in the University Notification after paying the prescribed fees.

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3) Others who will not have taken the Degree Certificate at the College in the manner noted above may at any time after the Annual Convocation apply to the Registrar (Evaluation) in the prescribed form together with the application for enrolment as a Registered Graduate and they shall be issued Degree certificates by post only on payment of the prescribed fees.

9. 1) Between two Annual Convocations if University Examinations are held and students are successful in such examinations, thus becoming eligible for conferment of degrees at the next annual Convocation, the Registrar (Evaluation) is competent to issue Provisional Certificates declaring them to have passed such public examinations. Such candidates will, however, obtain conferment of degrees only at the next annual convocation.

2) Degree Certificates to such candidates will be issued only on an application made to the Registrar (Evaluation) by paying the prescribed fees together with an application for enrolment as a Registered Graduate at the next Annual Convocation.

10. Every candidate apply for the Degree shall sign a declaration in the following form printed in the application form;

"I hereby solemnly declare and promise that if admitted to the degree of..... for which I have been recommended, I shall in my daily life and conversation, conduct myself, as befits a member of this University that I shall to the utmost of my capacity and opportunity, support the cause of morality and sound learning; and that, as far as in me lies, I shall uphold and advance the social order and the well being of my fellowmen".

In the case of Professional Degree, the following shall be added to the above declaration;

"I shall faithfully and carefully fulfil the duties of the profession to which I may be admitted by virtue of my degree, that I shall on all occasions maintain its purity and reputation and I shall never deviate from the straight path of their honourable exercise by making my knowledge subservient to unworthy ends".

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11. ATTENDANCE AT CONVOCATION:

Candidates attending the Convocation shall come with white dress and shall occupy their respective seats before the proceedings begin.

12. PRELIMINARY MEETING OF THE SENATE SYNDICATE AND ACADEMIC COUNCIL:

1) There shall be a meeting of the Senate, Syndicate and Academic Council preliminary to the Convocation at which the report of the Syndicate containing lists of candidates recommended for admission to the several degrees shall be approved.

2) The Dean of each Faculty, or in his absence, the senior member of such Faculty present, shall then move that the persons so recommended for the degrees relating to his Faculty be admitted to the several degrees for which they have been recommended.

13. CONVOCATION PROCESSION:

On the passing of these motions, the Chancellor, the Vice-Chancellor and the members of the Senate and Syndicate shall pass in procession to the place where the Convocation is to be held, the order of the procession as under;

- i) Members of the Syndicate (In pairs)
- ii) Members of the Senate (In pairs)
- iii) Deans of Faculties (In pairs)
- iv) The Registrar (Evaluation)
- v) The Registrar
- vi) Recipients of Hon. Degrees
- vii) Chief Guest invited to deliver Convocation Address
- viii) The Vice-Chancellor
- ix) Mace-Bearer
- x) The Chancellor (Followed by Aide-de-camp)

Candidate and others in the hall will remain standing till the members forming the procession take their seats.

14. CONFERMENT OF DEGREES:

1) After the members forming the procession have taken their places, the Vice-Chancellor will request the Chancellor to declare the Convocation open in the following words;

The Academic robes for the Chancellor, the Vice-Chancellor the Registrar, the Registrar (Evaluation), members of the Syndicate, Senate shall be in prescribed Hood and Gown.

21

White

For recipients of Honorary Degrees  
GOWN

Robe White Dress  
HOOD

LL.D. Scarlet silk with gold lining

Crimson silk with gold facing

D.Litt. Blue Silk with Orange border

White with gold border

D.Sc. Crimson Silk with gold border

Dark Red with gold Border

18. SPECIAL CONVOCATION:

Special Convocations for conferring honorary degrees or other distinctions may be held on such date and time as the Syndicate may, with the Chancellor's approval, determine.

19. HONORARY DEGREES OR OTHER DISTINCTIONS:

(Section 59 of the Act)

1) The Senate may resolve, on the recommendation of the Syndicate concur, to confer any of the following honorary Degrees upon a person on the ground that he is by virtue of his contribution to learning or knowledge or distinguished service to the cause of education or country a fit and proper person to receive such degrees;

- Doctor of Laws - LL.D.
- Doctor of Literature - D.Litt.
- Doctor of Science - D.Sc.

2) Honorary degrees shall be conferred only at a Convocation, annual or special, and may be taken in person or in absentis.

3) The presentation of persons at the Convocation on whom honorary degrees are to be conferred shall be made by, the Vice-Chancellors.

4) The Diploma or a Certificate for an Honorary Degree shall be signed by the Chancellor and the Vice-Chancellor.

5) The procedure outlined in the Statutes relating to the Annual Convocation shall apply mutatis mutandis in the case of conferment of Honorary Degrees also except that in the later case the recipient of the Honorary Degree may be allowed to make a brief address after receiving the degrees and be a member of the Convocation.

20. The Vice-Chancellor may make suitable changes with the prior approval of the Chancellor in regard to the procedure to be followed at Convocation when circumstances necessitate.

"Mr Chancellor, I have the honour to request you Sir, to declare the Convocation open"

22

The Chancellor will then declare the Convocation open and say;

"This Convocation of the Kuvempu University has been called to confer degrees upon the candidates who in the examinations held for the purpose, have been successful and certified to be worthy of receiving the degrees. Let the candidates be presented"

2) The Deans of Faculties or Heads of Colleges or other members of the Senate who may be nominated for the purpose by the Vice-Chancellor shall present the candidate to the Chancellor thus for the award of degrees;

Sir,

I present the candidate whose means are set out in the list for the degrees of..... under the Faculty of..... They have been examined and found qualified for the respective degrees to which I pray they may be admitted".

All the candidates who belong to the several degrees under the faculty will rise from their seats and how to the Chancellor and when resume their seats.

3) At the conclusion of presentation of candidates, the Chancellor shall say to the candidates;

"By virtue of the authority vested in me as Chancellor of the Kuvempu University, I admit all the candidates presented to the degrees of..... in this University; and in taken thereof they have been presented with these diplomas".

15. An address suitable to the occasion will then be delivered by some member of the Senate or any other person nominated by the Chancellor.

16. CONCLUSION:

The Chancellor shall then dissolve the Convocation. The Chancellor, the Vice-Chancellor and the Members of the Syndicate and Senate shall retire in procession in the same order in which they entered.

17. Every Degree Certificate shall bear the signature (faceimile) of the Vice-Chancellor.

Schedule of Robes for the Chancellor, the Vice-Chancellor,

prior

23

17. Every Degree Certificate shall bear the signature (faceimile) of the Vice-Chancellor.

Schedule of Robes for the Chancellor, the Vice-Chancellor, Member of the Syndicate, Senate etc.,

24

REEMPLOYMENT OF RETIRED TEACHERS UPTO THE END OF THE ACADEMIC  
YEAR

(Under Section 35(m) of the Act)

STATUTE - 6

S.6:

1. TITLE:

This Statute shall be called the Reemployment of retired teachers till the end of the Academic Year Statutes 1991.

2. COMMENCEMENT:

This Statutes will come into force from the date of the Chancellor's assent.

3. The Professors, Readers and Lecturers of the Kuvempu University retiring on attaining the age of 60 years at any time after the commencement of an academic year shall be continued on the reemployment basis till the end of the academic year. Such re-employment shall be made by the Syndicate for the teachers who are physically fit and also otherwise found suitable.



STATUTES RELATING TO INSTITUTION OF FELLOWSHIPS, ENDOWMENTS, ETC,  
IN KUVEMPU UNIVERSITY

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(Proposed under section 23(2) (e) and 35(h) of the K.S.U. Act 1976)

STATUTE 7

S.7:

1. TITLE:- These Statutes may be called "KUVEMPU UNIVERSITY" Fellowships, Endowments, Etc., Statutes 1990".

2. COMMENCEMENT:- These Statutes shall come into force on the date on which the approval of the Chancellor is conveyed.

3. The Senate may in consultation with the appropriate authorities of the University, institute Fellowship, Travelling Fellowships, Studentship stipends, Medals and Prizes out of the Kuvempu University Funds.

4. No Scholarship, Prize or Medal shall be instituted and awarded on the basis of religion, Caste or community or institution.

5. A proposal for the institution of fellowships, endowment Lectures, <sup>studentships,</sup> Stipends, Medals and Prizes by an individual or body shall be made to the Registrar in writing accompanied by a Bank Draft in favour of Registrar or a Bank Challan for having credited the amount to the Kuvempu University Funds together with a copy of the terms of award proposed by the donors.

6. Following shall be the minimum amounts to be donated by the donors for instituting endowment in the University.

- |                                                                                                                                                                        |                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| i. For arranging on endowment lecture, any person within the country can be invited the T.A., D.A. and honorarium, Printing & Lecturing will be met from the Interest. | Rs.1,00,000-00 above   |
| ii. For awarding Scholarship                                                                                                                                           | Rs.10,000-00           |
| iii. For awarding Gold Medal                                                                                                                                           | Rs.15,000-00           |
| iv. For awarding Cash Prize (items ii,iii & iv, Interest @ 10% may be utilised)                                                                                        | Rs. 5,000-00           |
| v. Travelling Fellowship & Stipends                                                                                                                                    | Rs.1,00,000-00 & above |
| vi. Sports endowment                                                                                                                                                   | Rs. 50,000-00          |

7. When a proposal for instituting a Scholarship, Medal, Prize is received, the Academic Council shall be consulted regarding the terms of Award and the proposal along with the opinion of the

Academic Council thereon shall be placed before the Senate for approval.



UNIVERSITY

8. The donor shall enter into agreement with University regarding the conditions of award as approval by the Senate.

9. The Syndicate shall invest the money endowed, in State Bank of Mysore and award Scholarships, Medals, Prizes, etc., out of the interest accruing thereon. In any year if no Medal or Prize is awarded, the interest shall be added to the corpus of the endowment. In case the donor desires that the first Medal or Prize be awarded at the convocation, held before expiry of one year from the date of acceptance of the endowment he may pay to the University separately in cash, the actual cost of such Medal or Prize.

10. The Syndicate shall have power to award a cash prize whenever the interest out of the endowment is not sufficient for the award of Gold Medal, if the donor is prepared to meet the extra amount, it may be considered for the award of the Gold Medal.

11. The Medals and Prizes shall ordinarily be awarded at the Annual Convocation of the University.

12. The Fellowships, Travelling Fellowships, Scholarships, Stipends, Medals and Prizes have been instituted under the Act of 1976.

UNIVERSITY SERVICE AND KANNADA LANGUAGE EXAMINATION STATUTES  
(Under Section 35(m) of the KSU Act)

\* \* \*

STATUTE-8

27

S.O:

1. TITLE:

These Statutes may be called the "Kuvempu University Service and Kannada Language Examination Statutes, 1992".

2. COMMENCEMENT:

These Statutes shall come into force from the date on which the approval of the Chancellor is conveyed.

3. DEFINITIONS:

In these Statutes unless the context otherwise requires:

- a) "The Act" means the Karnataka State Universities Act 1976.
- b) "University" means Kuvempu University.
- c) "University Employee" means ministerial employee serving in connection with the affairs of the Kuvempu University.
- d) "Service Examinations" with reference to any post means the service examination prescribed for the holder of the said post as specified in Schedule I or in any law or rule regulating promotion or appointment to such post or the conditions of service of the holder of such post.
- e) "Kannada Language Examination" means Kannada Language Examination as specified in Schedule II.
- f) "Schedule" means a schedule to these Statutes.

4. Obligation on University Employees to pass certain Examination.

A. Save as otherwise provided in these statutes every ministerial employee of the University shall within the period prescribed hereafter should pass:-

- i) The Kannada Language Examination, and
- ii) The service Examinations in respect of the post held by him.

B. A University Employee

- i) in service on the date of commencement of these Statutes shall pass the said examinations within a period of two years from the date of commencement of these Statutes.
- ii) appointed to any post on or after the date of commencement of these Statutes shall pass the said Examinations within a period of two years from the date of his/her appointment.

UNIVERSITY SERVICE AND KANNADA LANGUAGE EXAMINATION STATUTES  
(Under Section 35(m) of the KSU Act)

\* \* \*

STATUTE-8

28

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1. TITLE:

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- d) "Service Examinations" with reference to any post means the service examination prescribed for the holder of the said post as specified in Schedule I or in any law or rule regulating promotion or appointment to such post or the conditions of service of the holder of such post.
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- i) The Kannada Language Examination, and
- ii) The service Examinations in respect of the post held by him.

B. A University Employee

- i) in service on the date of commencement of these Statutes shall pass the said examinations within a period of two years from the date of commencement of these Statutes.
- ii) appointed to any post on or after the date of commencement of these Statutes shall pass the said Examinations within a period of two years from the date of his/her appointment.

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Provided that a person appointed to any post on probation shall pass the said examination within the period of his probation.

Provided further that the University Syndicate may by general or special order, and for reasons to be recorded in writing extend the period under this Sub-rule to such extent as it deems of it.

Also provided that employees who have already passed the Departmental Examination (Elementary or Advance Grade) conducted by the University need not appear for the corresponding examination prescribed under these Statutes.

5. a) No University employee shall be confirmed in the post held by him or shall earn an increment in the time scale of pay of the post held by him or shall be promoted to higher grades unless he passes the Kannada Language Examination and the Service Examination in accordance with the provision of Statute 153.

Provided that in the case of employee other than a person appointed to any post on probation the increment in the time scale of pay shall be granted during the period allowed under Statute 153 for passing the examinations.

b) A University employee who during any period does not earn increment in the time scale of pay of the post held by him under Statute 154 shall on becoming eligible to such increment by passing the Kannada Language and Service Examinations, be entitled to fixation of his pay in the time scale of pay at the appropriate state under rule 51-A of KCSRs.

6. SAVINGS:

1) A university employee who has passed

a) the secondary School Leaving Certificate Examination or any examination declared as equivalent thereto by the State Government, or any examination higher than Secondary School Leaving Certificate Examination.

i) in which the question papers on different subject are answered in Kannada Language; or

ii) in which the Kannada is the main language, Second language or an optional subject;

iii) Certificate course in Kannada for Non-Kannada Speakers (duration of One year) conducted by the University.

ation

iv) Kannada Language Examination conducted by the Karnataka Public Service Commission.

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shall be deemed to have passed the Kannada Language Examination Under these Statutes.

b) The University Employees who have passed the Accounts Higher Examination conducted by the KPSC shall be exempted from appearing in Paper III of Kuvempu University Service & Kannada Language Examination (Advance Grade).

2) Officials who have completed 45 years of age are exempted from passing the service and Kannada Language Examinations, such exemption is only for drawal of increments and confirmation but not for promotion to the higher grades.

3) A University employee who has passed the Examinations referred to in Statute 153(A) may make an application in Form I in duplicate for a certificate of exemption to the Registrar, Kuvempu University and the said authority on being satisfied that the applicant has passed the said examination issue a Certificate in Form II and make necessary entries of the exemption in the service records of the applicant.

7. Grant of additional increment. Every University employee who is holding the post of Second Division Clerk/First Division Clerk/Stenographer and for whom passing of the Service and Kannada Language Examinations is obligatory, and who has passed/Who passes/who is deemed to have passed the Service and Kannada Language examinations, shall, not without prejudice to his right to get the normal increments, be entitled to one additional increment at the rate corresponding to his position in the time scale

i) in respect of employees who have passed these examinations, from the date of commencement of these Statutes;

In respect of employees who have passed these examinations during February 1980 & September 1980 for whom the passing of the service and Kannada Language Examination was obligatory at the time of passing the examination, and promoted to next cadre before the commencement of these Statutes are also eligible for one additional increment.

ii) in respect of employees who passes these examinations, from the day following the last day of the examination passed.

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Provided that no University employee shall be allowed more than one increment under these Statutes during his entire Service in the University.

8. Any rules or orders corresponding to these Statutes in force immediately before the date of commencement of these Statutes are hereby repealed.

FORM - I

(Vide Statute 153(3))

APPLICATION FOR CERTIFICATE OF EXEMPTION

- 1. Name of the Applicant :
- 2. Father's Name :
- 3. Date of Birth & Age :
- 4. Date of Appointment into University :
- 5. Examination in which certificate of exemption is claimed :
- 6. Grounds on which certificate of Exemption is claimed (Grounds in respect of each examination has to be given separately) :
- 7. Documents enclosed in support of the claim :

Date :

Place :

SIGNATURE OF THE CANDIDATE

Certified that the above entries are verified with reference to the entries made in the Service Register of the employee.

SIGNATURE OF THE HEAD OF THE OFFICE/INSTITUTION.

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service



FORM-II

Vide Statute 155(3)

CERTIFICATE OF EXEMPTION

(Under Statute 155(3) of Kuvempu University Service & Kannada Language Examinations)

Sri/Smt.....

(Designation).....

is exempted from passing the examinations specified below:

- 1.
- 2.
- 3.
- 4.
- 5.

as he/she has passed-----

Date:

Place:

REGISTRAR,  
KUVEMPU UNIVERSITY,  
B.R. PROJECT.

SCHEDULE-I  
SERVICE EXAMINATION

1. Service Examinations and its kind:

There shall be two Grades of Service Examination conducted by the Kuvempu University.

1. Elementary Grade Departmental Examination.
2. Advance Grade Departmental Examination.

2. APPLICATIONS:

1) Elementary Grade Departmental Examinations applicable to the holder of the post of Second Division Clerk and for regulating promotion to the post of Second Division Clerk from among IV class University employees.



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2. Advance Grade Departmental Examination applicable to the holders of the post of First Division Clerk and for regulating promotion to the post of First Division Clerk from among Second Division Clerks and for regulating transfer to the post of Senior Assistants from among Stenographers Grade I and also for further promotion from the cadre of First Division Clerk.

3. SYLLABUS:

Elementary Grade:

- I Paper : Essay and Precis Writing and Drafting
- II Paper : i) Karnataka State Universities Act 1976 with Statutes, Ordinances, Regulations & Rules framed thereunder.
- ii) Office Manual.
- III Paper : KCSR; KFC; Manual of Contingent Expenditure or corresponding rules when framed by the University.

Duration: 3 hours for each paper.

Advance Grade:

- I Paper : Essay, Precis Writing and Drafting.
- II Paper : i) Karnataka State Universities Act 1976 with Statutes, Ordinances, Regulations & Rules framed thereunder.
- ii) Office Manual.
- III Paper : KCSR; KFC; Manual of Contingent Expenditure or corresponding rules when framed by University; subsidiary rules such as CCA, Conduct, P.F., Seniority, Medical Reimbursements etc.

Duration: 3 hours for each paper.

4. APPOINTMENT OF EXAMINERS:

Examiners for paper setting and valuation, shall be appointed with the approval of the Vice-Chancellor.

5. SCHEME OF SERVICE EXAMINATIONS:

i) Holding of Examinations: Subject to the general or special orders of the University, Service Examinations shall be conducted by the University may determine.

ii) Procedure for appearance: Every candidate appearing for any service and Kannada Examination shall send his/her application in the form prescribed by the University through his Drawing Officer who shall make an entry in the Service

Register to find out the number of times he has appeared for the examination. Any application received after the date fixed for the receipt of applications or which does not comply with the provisions of this Statute shall be rejected.

iii) Fees payable for the Examination:

No fee is payable for admission to the Examination when the University employee appears for the first and second time.

For the third and subsequent appearance to the Departmental Tests (for the part of the Examination or whole of the Examination).

- a) For Advance Grade Rs.15/- (Fifteen)
- b) For Elementary Grade Rs. 6/- (Six)

The fee should be credited to the University funds in the Office where they are working and receipt thereof should be attached to the application for admission to the service and Kannada Language Examinations.

Provided that where a candidate who has been admitted to any examination under this Statute absents himself from the Examination, the admittance shall count for the purpose of reckoning the number of appearance unless the absence was due to ill-health as certified by the University Medical Officer or Medical Officers in Government Hospitals.

iv) Refund of Fees:

Under no circumstances, the fee once paid shall be refunded.

Officials who are required to go to the Headquarters of the University to attend the Departmental Examinations shall be paid T.A., as per the provisions of the KCSRs.

v) Reference to Books:

Save as otherwise provided by any general or special order made by the University, candidates to an examination may bring with them to the examination hall unabridged and unannotated editions of KCSR and KFC prescribed for the examination when they are answering paper II of the Departmental Tests. No books are allowed when answering Paper I and II. No candidates shall bring into examination hall or be in possession in the Examination hall of any notes or guides or any other books except those as provided above.

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6. Minima for a pass:

a) The maximum for each paper is 100 marks. For securing a pass in entire examination candidate must obtain not only 35% in each paper but also 40% in the aggregate of two or three papers, as the case may be which he/she is required to take.

b) Officials who fail in an examination but obtain not less than 50% in a paper shall be exempted from taking that paper at a subsequent examination. The benefit of such exemption will hold good for the next two subsequent examination conducted by the University.

c) Whenever a candidate is expected to appear for only one paper having passed the other Paper/Papers, he/she will be declared to have completed the examination, if he/she secures 40% in it.

d) Officials who have failed but obtained exemption in paper II of the repealed rules relating to the Departmental Examination should appear again for II paper under these statutes.

e) A University employee to whom passing of the Service Examination is not obligatory shall not be permitted to appear for the service Examination.

7. LIST OF CANDIDATES SUCCESSFUL IN EXAMINATIONS:

The result of every examination specifying the Register Numbers of the candidates successful in the examination shall be notified by the Registrar; in Kuvempu University Gazette and in the University Offices/Institutions.

8. SUPPLY OF MARKS CARDS:

The University shall furnish a marks-sheet on payment of a fee Rs.2/- if the application for the marks card is made within one month of the announcement of results. The application shall be accompanied by a receipt for having paid the prescribed fee to the 'University Funds'.

9. REMUNERATION TO EXAMINERS:

Remuneration fixed to the Undergraduate examiners may be allowed to Examiners of Departmental Examiners also.

10. MISCONDUCT  
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10. MISCONDUCT:

A candidate who is found guilty by the University of impersonation or of submitting fabricated document or documents which have been tampered with or of making statements which are incorrect or false, or of suppressing any material information or of using or attempting to use unfair means in the Examination hall or otherwise resorting to any other irregular and improper means, in connection with any service examination, such candidate may be debarred for a specified period or permanently by the University from admission to the service examinations.

SCHEDULE-II

KANNADA LANGUAGE EXAMINATION

Maximum Marks: 100

Minimum Marks: 40 Time: 3 Hours

- Part I - Questions from text book only
- a) "Sannakathegalu" (Serial No.138) commencing with a lesson "Sathyakke Bele Kotta Geleyaru" written by the different authors and published by the Karnataka Adult Education Council, Mysore.
  - b) "Kannada Bharathi-4" -The Kannada Reader for Primary IV Standard- now prescribed.

Part II

Translation from English to Kannada and Vice-versa (Simple passages).

STATUTES RELATING TO ELECTION TO THE AUTHORITIES OF THE UNIVERSITY

(Under Sections 35(b) and 36 of the KSU Act 1976)

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STATUTE 10

S:10.

1. DEFINITIONS:

1. In these statutes, unless the context otherwise requires;

i) (a) "Teachers" includes Professors, Readers, Lecturers and other persons imparting instruction in any affiliated college.

(b) "Teachers of the University" means persons appointed for the purpose of imparting instruction in the University or in any college maintained by the University.

ii) "Department", "Department of Studies", "Post-Graduate Department" and "Post-Graduate Department of Studies" means the Department, Department of Studies, Post-Graduate Department and Post-Graduate Department of Studies in the University, run and maintained by the University as in the KSU Act;

Provided that where the University is not running and maintaining any Department, Department of Studies Post-graduate Department or Post-graduate Department of studies, such teachers in an affiliated college or colleges or institutions as the Chancellor may in consultation with the State Government, nominate shall be deemed to be the Department, Department of Studies, Post-graduate Department or Post-graduate Department of Studies;

iii) "Continuing Candidate" means any candidate not elected and not excluded from the poll at any given time.

iv) "Exhausted Paper" means a ballot paper on which no further preference is recorded for a continuing candidate, provided that a paper shall also be deemed to have become exhausted whenever;

(a) the names of two or more candidates, whether continuing or not, are marked with the same figure and are next in order of preference; or

(b) the name of the candidate next in order of preference, whether continuing or not, is marked by a figure not following consecutively after some other figure on the ballot paper or by two or more figures.



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- v) 'First Preference' means the figure 1 set opposite the name of a candidate; 'Second Preference' means the figure 2 set opposite the name of a candidate; 'Third Preference' means the figure 3 set opposite the name of a candidate, and so on.
- vi) 'Original Vote' in relation to a candidate means a vote derived from a ballot paper on which a first preference is recorded for such candidate.
- vii) 'Surplus' means the number by which the votes of any candidate, original and transferred, exceeds the quota.
- viii) 'Transferred Votes' in relation to any candidate means votes credited to such candidate which are derived from a ballot paper on which a second or subsequent preference is recorded for such candidate.
- ix) 'Unexhausted Paper' means a ballot paper on which a further preference is recorded for a continuing candidate.
- x) 'Act' means the Karnataka State Universities' Act, 1976.

2. Words and expressions used but not defined in these Statutes shall have the meanings assigned to them in the Act.

2. REGISTRATION OF GRADUATES:

1. A fresh register of graduates shall be prepared once in three years in which the election to the authorities of the University is due to take place.
2. A graduate of a University established by law in India or of a deemed University declared by the Central Government by notification under section.3 of the University Grants Commission Act, 1956 (Central Act III of 1956), who is an Indian citizen and who has been residing in the University area for a continuous period of not less than two years as on 31st January of the year in which the election to the authorities of the University is to take place, shall be eligible to have his name enrolled in the Register of Graduates of the Kuvempu University.
3. In the year in which the election to the authorities of the Kuvempu University is due to take place, the Registrar shall, by a Notification, call upon the graduates residing in Kuvempu University area to get their names entered in the fresh Register of Graduates by making an application within a specified date.

4. A graduate, who is eligible to be enrolled as a Registered Graduate and who wished to be so enrolled as Registered Graduate of the Kuvempu University, shall make an application in the form prescribed by the Vice-Chancellor, together with a Registration fee of Rs. 10/- in the year in which the election is due to take place.

- a) Candidate who is desirous of seniority his membership may do so by producing his previous Register Number only. (For renewal no other documentary evidence is necessary other than previous Register Number)
- b) Along with such application, the applicant produce the proof;
  - i) of his being an Indian citizen;
  - ii) of his having taken a degree from a University established by Law in India or of a deemed University declared by the Central Government by a Notification under section 3 of the University Grants Commission Act, 1956, and
  - iii) of his having been a resident in the University area for a continuous period of not less than two years as on 31st January of the year in which the election is due to take place.

EXPLANATION:

For proof of being an Indian citizen, and of being a resident in the University area, he shall produce either certificates issued by a Member of Legislative Assembly/Legislative Council/Parliament or a Gazetted Officer or an Officer of the Revenue Department not lower in rank than that of a Tahsildar or an affidavit sworn to before a Judicial Magistrate.

5. However, in the case of Registered Graduate, who has already enrolled himself in the Register of Graduates, which is sought to be revised, wishes to renew his name and address in the fresh Register of Graduates shall pay a Renewal fee of Rs.2/- (Rupees Two only) along with his application.

Provided, in respect of those whose names were found in the Register of Registered Graduates that was in existence prior to the amendment of the Act shall pay Rs.2/- for Registration along with the application.

6. In respect of applications received under Clause 6 above, the Registrar shall communicate his decision thereon to each applicant by Registered Post. Any applicant aggrieved by the



decision of the Registrar may appeal to the Chancellor within fifteen days of the receipt of such decision. The decision of the Chancellor shall be final.

7. Any omission or error in the Register of Graduates shall not by itself vitiate any election.

8. In the case of rejection of an application for enrolment in the Register of Graduates, the applicant shall be entitled for the refund of registration fee, if any, paid by him, provided he applies to the Registrar for such refund of the Registration fee before the expiry of three months from the date of rejection.

9. A graduate who has enrolled himself as a Registered Graduate of the Kuvempu University, shall notify any information relating to any change of address by Registered Post immediately.

3. CHANGE OF CONSTITUENCIES BY REGISTERED GRADUATES:

1. If a graduate seeking enrolment in the Register of Graduates has acquired more than one degree, making him eligible for inclusion in more than one constituency, he shall specify his option in the application as to the constituency in which he wishes to be included as a voter. This option shall be final and no subsequent change of constituency shall be permitted till fresh Register of Graduates is prepared after three years. No Registered Graduate shall be entitled to stand as a candidate or vote in more than one of the constituencies referred to in Section 21(1)(2) of the Karnataka State Universities Act, 1976.

2. In case the choice of the applicant is not mentioned in the application, he shall be deemed to have opted to;

- i) The Law Graduates' Constituency, if such graduate is a Law graduate in addition to his being a graduate in any other subject;
- ii) The Medical Graduates' Constituency if such graduate is a Medical graduate in addition to his being a graduate in a subject then Law;
- iii) The Engineering Graduates' Constituency if such graduate is a graduate in Engineering in addition to his being a graduate in a subject other than Law or Medicine;



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- iv) The Commerce Graduates Constituency if such graduate is a graduate in Commerce in addition to his being a graduate in a subject other than Law, Medicine or Engineering.

3. Graduates who are enrolled at least sixty days prior to the date set for receipt of nominations in respect of an election by any of the Constituencies of Registered Graduates shall be eligible to participate in that election.

4. MAINTENANCE OF ELECTORAL ROLLS:

1. The Registrar shall maintain the electoral rolls of all the persons and bodies entitled to elect members to the authorities of the University showing the names and addresses of all persons or bodies qualified to vote. Separate electoral rolls shall be maintained in respect of each of the following constituencies.

- i) Constituency of Registered Graduates in Law (Section 21(1)(20)(a));
- ii) Constituency of Registered Graduates in Engineering (Section 21(1)(20)(b));
- iii) Constituency of Registered Graduates in Commerce (Section 21(1)(20)(c));
- iv) Constituency of Registered Graduates in Medicine (Section 21(1)(20)(d));
- v) Constituencies of Registered Graduates other than those specified in clauses (i) to (iv) above (Section 21(1)(20)(e));
- vi) Combined constituency of all Registered Graduates for the election of one woman Registered Graduate (Section 21(1)(21));
- vii) Constituency of Teachers other than Principals, Professors and Directors in Post-Graduate Departments (Section 21(1)(18));
- viii) Constituency of Professors/and Directors in Post-Graduate Departments (Section 21(1)(19));
- ix) Constituency of Teachers who are not Deans of Faculties or Heads of Post-Graduate Departments of Studies or Principals of Colleges (Section 26(vii)).

2. All Teachers shall be entitled to be registered in the electoral roll for the respective constituency. In order to enable the Registrar to maintain the electoral rolls corrected up-to-date, the Principal of every college shall immediately inform the Registrar about every change in the teachership of that college; and the Registrar shall, on receipt of the information, strike off from the electoral roll the names of persons who have ceased to be, and include therein the names of persons who have become teachers of that College. The Registrar shall suo-moto register



in the respective electoral rolls the names of the teachers who are employees of the University and make necessary changes as and when teachers are appointed by the University or cease to be such teachers.

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5. METHOD OF VOTING FOR ELECTION:

Election to the Senate from Registered Graduates' Constituencies shall be by personal Ballot. Provided however, the personnel who are drafted for election work are permitted to vote in the polling centre to which they are drafted to work against identity cards issued by the Returning Officer, notwithstanding his earlier assignment to any particular polling centre.

6. ELECTIONS TO BE HELD AT MEETINGS:

The following elections shall be held at the meetings of the respective bodies:

- i) Election of five members of the Karnataka Legislative Assembly elected from amongst themselves to the Senate (Section 21(1)(14));
- ii) Election of two members of the Karnataka Legislative Council from amongst themselves to the Senate (Section 21(1)(15));
- iii) Election of three persons none of whom being an employee of the University or an affiliated college or a representative of students elected by the Senate from among its members to the Syndicate (Section 21(vi));
- iv) Election of two members of the Academic Council elected by its members to the Syndicate (Section 24(ix));
- v) Election of one member of the Senate elected by its members to the Academic Council (Section 26(iii));
- vi) Election of one Member of the Syndicate elected by its members to the Finance Committee (Section 30(ii));
- vii) Election of one member of the Senate elected by its members to the Finance Committee (Section 30(iii)).

7. CORRECTIONS OF ELECTORAL ROLLS OF REGISTERED GRADUATES:

The Vice-Chancellor shall have the authority to correct the electoral rolls of Registered Graduates, if any omission or wrongful inclusion is brought to his notice before the last date fixed for receipt of nominations. No corrections shall be made after that date.

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8. If for any reason, election to the University Authorities cannot be held during the year in which they are due to take place, the Electoral roll prepared during the year in which such elections are due to take place, shall hold good, if such elections are held within the first half of the year following the year in which such elections are due to take place.

9. COPIES OF ELECTORAL ROLLS:

Copies of the Electoral Rolls shall be furnished on application and on payment of such fees as may be specified by the Vice-Chancellor taking into consideration its cost.

10. RETURNING OFFICER:

The Registrar or such other officer as might be nominated by the Vice-Chancellor shall be the Returning Officer and as such responsible for the conduct of Elections.

11. POWERS OF THE VICE-CHANCELLOR:

1. The Vice-Chancellor shall have power;

- i) to fix the time limits for filling nominations and withdrawal of nominations;
- ii) to fix the date of election;
- iii) to order the holding of elections in anticipation of vacancies about to occur by efflux of time.

2. If in the opinion of the Vice-Chancellor an emergency has arisen, it shall be competent for him to assume the powers of the Returning Officer and function as such either by himself or by deputing any other person therefore when in the course of any election, the Returning Officer cannot carry out his duties.

12. PROCEDURE OF ELECTIONS:

1. In the case of election of members to the Senate by the Karnataka Legislative Assembly and the Karnataka Legislative Council under Clauses (14) and (15) of Section 21(1) of the Act, the Registrar shall send a communication to the Secretary, Karnataka Legislature, informing him that an election of the member or members of the Assembly or the Council or of both to the Senate be held and the result thereof communicated to the Registrar as soon as possible.



2. In the case of the following elections, a notification shall be published in the Karnataka Gazette and in one or more newspapers to be selected by the Vice-Chancellor, the publication being atleast twenty eight days before the date of elections.

Election of:

- i) Seven persons elected to the Senate by the Registered Graduates in the manner specified below;
  - (a) One by Registered Graduates in Law from amongst themselves (Section 21(1)(20)(a));
  - (b) One by Registered Graduates in Engineering from amongst themselves (Section 21(1)(20)(b));
  - (c) One by Registered Graduates in Commerce from amongst themselves (Section 21(1)(20)(b));
  - (d) One by Registered Graduates in Medicine from amongst themselves (Section 21(1)(20)(d));
  - (e) Three by Registered Graduates other than those specified in Clauses (a) to (d) from amongst themselves (Section 21(1)(20)(e));
- ii) Five representatives of teachers other than Principals, Professors and Directors in Post-Graduate Departments elected from amongst themselves to the Senate (Section 21(1)(28));
- iii) One Professor or Director in the Post-Graduate Department from each of the Faculties, elected by Professors and Directors in Post-Graduate Department of that Faculty to the Senate (Section 21(1)(19));
- iv) One Woman Registered Graduate elected by the Registered Graduates to the Senate (Section 21(1)(21));
- v) Eight Lecturers and two Readers who are not Deans of Faculties or Chairman of Post-Graduate Departments of Studies or Principals of Colleges, elected by the Teachers to the Academic Council (Section 26(vii)).

The Notification shall give the following particulars:

- i) The constituency and the number of seats to be filled by election in each constituency;
- ii) The date fixed as the last date for receiving nominations, the date so fixed being not less than fourteen days before the date of election;
- iii) The date and time fixed for the scrutiny of nomination papers;
- iv) The date and time before which the nominations may be withdrawn; and
- v) The date and time of election and the places of voting.

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In the case of an election to be held at a meeting of any body or authority, the notice of election shall be given to every member of the authority or body at least twenty-one clear days before the date of election, fixing the last date and time for receipt of nominations not less than ten clear days before the date and time of the meeting for elections.

All elections to the authorities of the University shall be in accordance with the system of proportional representation by means of the single transferable vote.

NOMINATION OF CANDIDATES:

1. Nomination papers shall be in the form prescribed by the Chancellor and shall be dated and signed by two electors one of whom shall be the proposer and the other the seconder and shall contain the names in full, addresses and designations of the electors and of the candidate nominated. No person shall be nominated as a candidate for election until he signifies his assent on the nomination paper.

2. The nomination paper should reach the Returning Officer before the date and time fixed for the purpose. Any nomination paper which is received after the date and time fixed or which is not accompanied by the deposit receipt referred to in Section 14 or which does not comply with any of the formalities required by the Statutes shall be rejected.

3. No non-teaching employee of the University or an affiliated institution shall be eligible to be elected to the Senate.

DEPOSIT BY CANDIDATES:

1. Every candidate at an election to the Senate by any of the constituencies of Registered Graduates shall deposit with the University a sum of Rs. 100/- and the receipt for payment of the amount of the deposit shall accompany his nomination paper; the candidate shall not be deemed to be duly nominated unless the said deposit has been made.

2. The deposit referred to in Clause(1) shall be forfeited to the University if the candidate is not elected and number of votes credited to him at the last count before he is excluded or before the last of the successful candidates is elected is less than one-eighth of the quota.



3. The deposit shall be refunded;

- i) if the nomination of the candidate is declared invalid or
- ii) if the candidate duly withdraws his candidature; or
- iii) if he dies before the date fixed for the scrutiny and counting of votes; or
- iv) if he is elected; or
- v) if the candidate is not elected and the deposit is not forfeited under Clause (2).

15. SCRUTINY OF NOMINATIONS:

1. As soon as possible after the last day fixed for receipt of nominations, at the time and place fixed and notified in the notice of elections, the Returning Officer shall scrutinise the nominations and decide their validity. The candidate and/or his agent duly authorised in writing shall be entitled to be present at such scrutiny.

2. A list of candidate whose nomination papers have been declared valid shall be published on the Notice Board in the Office of the University on the same day and a copy of the same forwarded to each of the candidates nominated for election.

3. In case of dispute about the decision as to the validity or otherwise of any nomination, the decision of the Returning Officer shall be final.

16. WITHDRAWAL OF CANDIDATURE:

Any candidate may withdraw his candidature by a notice in writing and attested to by two voters in the form prescribed by the Vice-Chancellor and all such applications should reach the office of the Registrar before the time fixed on the date notified for the purpose.

17. LIST OF CANDIDATES TO BE NOTIFIED:

The Returning Officer shall publish, as soon as practicable, on the Notice Board, a final list of candidates validly nominated.

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18. a) Procedure in contested and uncontested elections to be held at a meeting

With regard to the elections to be held at a meeting the results of the elections shall be declared only at the time of the meeting.

b) Procedure in contested and uncontested elections other than those to be held at a meeting

1. If the number of contesting candidates is more than the number of seats to be filled, a poll shall be taken.

2. If the number of such candidates is equal to the number of seats to be filled, the Returning Officer shall forthwith declare all such candidates to be duly elected to fill those seats.

3. If the number of such candidates is less than the number of seats to be filled, the Returning Officer shall forthwith declare all such candidates to be elected, and take necessary action under Section 12 to fill the remaining seat or seats.

19. PREPARATION OF THE BALLOT PAPER:

1. The ballot paper for every election to any of the authorities of the University shall contain the names of all the candidates whose nomination papers have been accepted, the names being arranged in the alphabetical order. If the two or more candidates bear the same name, they shall be distinguished by the addition of their occupation or residence or some other manner.

2. The ballot paper shall bear the authorised stamp of the University and shall not bear any serial number. The counterfoils of the ballot papers shall be serially numbered.

3. The ballot paper may contain such other particulars as may be directed by the Vice-Chancellor.

20. PROCEDURE OF ELECTION AT A MEETING:

1. The polling shall take place by secret ballot on the day of the meeting of the electing authority at the time fixed by the Vice-Chancellor for the purpose.

2. All members present at the meeting shall be entitled to vote. No vote shall be given by proxy. Members present shall sign



in the nominal electoral roll kept for the purpose as a record of voting at the election.

3. The Returning Officer shall ascertain that the person desiring to vote is a member who has not already voted and shall enter his name upon the counterfoil of the ballot paper in the ballot paper book obtaining signature on the counterfoil and shall then tear out the ballot paper corresponding to that counterfoil and hand it to the member.

4. When a member has received a ballot paper, he shall proceed to the place arranged for marking the vote and shall record his vote by placing the numerals in the space opposite the name of the candidate for whom he votes. The numerals 1 or words ONE shall be placed opposite the name of one candidate only; relative preference for the other candidates may be indicated by placing in the spaces opposite their names the figures 2,3,4, etc., in the order of such preference.

a) Numerals and/or words: 2,3,4, two three four etc., in the order of such preference. The voter can indicate either in English or in Kannada.

5. After the ballot papers are deposited in the ballot box kept for the purpose, the Returning Officer shall conduct the scrutiny with the help of scrutinisers nominated by the Chairman of the meeting from among those present.

6. After the counting is over, the Returning Officer shall intimate to the Chairman the number of votes secured by each candidate and the Chairman shall declare the result. In case of equality of votes, success shall be determined by lot.

21. PROCEDURE OF BALLOT:

Where an election within the University area is held the following procedure shall be followed for the recording of votes.

1. Polling centres shall be provided at suitable places within the University area and voters assigned to each of such centres by the Vice-Chancellor. Where the voter is a Registered Graduate, application submitted by him at the time of enrolment as a Registered Graduate containing his signature, shall also be sent in a sealed cover to the Election Officer of the polling Centre to which the Registered Graduate is so assigned.



2. A notice shall be put up at each polling centre indicating:

- i) the name of the election;
- ii) the names of the contesting candidates; and
- iii) the hours of voting.

3. An Election Officer shall be appointed by the Returning Officer for each polling centre. The Election Officer, who will be in charge of the polling centre, shall maintain order at the centre. No person other than a voter shall be permitted to enter the polling centre.

4. No voter shall be allowed to enter the polling centre for recording his vote, before the commencement or after the expiry of the period fixed for polling.

5. Every polling centre shall have such number of compartments as the Election Officer considers necessary to enable the voters to record their votes within the prescribed time limit.

6. Immediately before the commencement of the polling, the Election Officer shall show to the candidate or his authorised agent present at the centre, that the ballot box is empty and then lock and seal it for use.

7. As each voter enters the polling centre, the Election Officer shall check up the voter's name and other particulars and take all the reasonable care to ensure the identity of the voter before the issue of the ballot paper.

8. If a person representing himself to be a particular voter, applies for a ballot paper after another person has already voted as such voter, he shall, on satisfactorily answering such questions relating to his identity as the Election Officer may put, be issued a ballot paper. The ballot paper to be issued in such cases shall be serially the last in the bundle of ballot papers issued for use at the polling centre and the words "Tendered Ballot Paper" shall be endorsed on the back of it by the Election Officer. The voter after marking the tendered ballot paper in the voting compartment shall not put it in the ballot box but deliver it to the Election Officer who shall place it in a separate cover suitably marked.

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9. Before the ballot paper is issued to a voter, the number of the voter as in the Electoral roll shall be entered on the counterfoil and the counterfoil shall be signed by the voter. In the case of a Registered Graduate, the said signature obtained on the counterfoil shall be compared with the signature found on the application submitted by him at the time of enrolling himself as a Registered Graduate. If the two signatures tally, the ballot paper shall be issued to the voter. If the signatures do not tally, the Election Officer should normally refuse to issue the ballot paper. If, however, the person representing himself to be a particular voter insists that he is that particular voter, he shall, on satisfactorily answering such questions relating to his identity as the Election Officer may put, be issued in such cases shall be serially the last in the bundle of ballot papers issued for use at the polling centre and the words "Tendered Ballot Paper" shall be endorsed on the back of it by the Election Officer. The voter after marking the tendered ballot paper in the voting compartment shall not put it in the ballot box but deliver it to the Election Officer who shall place it in a separate cover suitably marked. A mark shall be placed by the Issuing Officer in his copy of the electoral roll against the number of the voter to whom the voting paper is issued.

10. The voter, on receiving the ballot paper, shall forthwith proceed to one of the compartments where he shall mark his vote. He shall then put the ballot paper into the ballot box kept in front of the Election Officer.

11. Every voter shall vote without undue delay and shall leave the polling centre as soon as he has put his ballot paper into the ballot box.

12. If a voter spoils his ballot paper inadvertently he may be given another paper, and the spoilt paper and its counterfoil shall be cancelled by the Election Officer.

13. Each contesting candidate may appoint an agent at a polling centre who shall be duly authorised by him in writing. Such agent shall present the instrument of authorisation to the Election Officer to enable the latter to permit him to be present at the polling centre.

BALLOT PAPER WHEN INVALID:



A ballot paper is invalid:

- i) if it does not bear the authorised stamp of the University; or
- ii) if there is any mark or writing by which the voter can be identified; or
- iii) if the figure (1) is not marked; or
- iv) if the figure (1) is set opposite the name of more than one candidate; or is so placed as to render it doubtful to which candidate it is intended to apply; or
- v) if the figure(1) and some other figures are set opposite the name of the same candidate.

23. SCRUTINY AND COUNTING OF VOTES:

1. After rejecting the ballot papers which are invalid the Returning Officer shall:

- i) arrange the remaining ballot papers in parcels according to the first preference recorded for each candidate;
- ii) count and record the number of papers in each parcel and the total number; and
- iii) credit to each candidate the value of the papers in this parcel.

2. The number of the papers in all the parcels shall then be added together and the total divided by a number exceeding by one the number of vacancies to be filled and the result increased by one shall be the number sufficient to secure the return of a candidate (hereinafter called 'the quota')

3. If at any time the number of candidates equal to the number of persons to be elected has obtained the quota, such candidates shall be treated as elected and no further steps shall be taken.

4. Any candidate, in whose parcel the number of votes on the first preference being counted is equal to or greater than the quota, shall be deemed elected.

5. (a) If the number of the papers in any such parcel is equal to the quota, the papers shall be set aside as finally dealt with.

b) If the number of papers in any such parcel is greater than the quota, the surplus shall be transferred to the continuing candidates indicated on the ballot papers as next in the order of the voter's preference in the manner prescribed in Clause(6).

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6. (a) If and whenever, as a result of any operations prescribed by this Statute a candidate has surplus, that surplus shall be transferred in accordance with the provisions of this Clause.

(b) If, in ascertaining the number of papers to be transferred from a sub-parcel, fractional parts are found to exist and if, owing to the existence of such fractional parts, the number of papers to be transferred is less than the surplus, as many of these fractional parts taken in the order of their magnitude, beginning with the largest as are necessary to make the total number of papers to be transferred equal to the surplus, shall be reckoned as the value of unity, and the remaining fractional parts shall be ignored. If two or more fractional parts are of equal magnitude, that fractional part shall be deemed to be the larger which arises from the larger sub-parcel, and if the sub-parcels in question are equal in size, preference shall be given to the candidate who obtained the larger number of original votes.

(c) If more than one candidate has a surplus, the largest surplus shall be dealt with first and the others in the order of the magnitude; provided that every surplus arising on the first count of votes shall be dealt with before those arising on the second count, and so on.

(d) Where two or more surpluses are equal, the Returning Officer shall decide, as hereinafter provided in Clause (11) which shall be first dealt with.

(e) (i) If the surplus of any candidate to be transferred arises from original votes only, all the papers in the parcel belonging to the candidate whose surplus is to be transferred shall be examined and the unexhausted papers divided into sub-parcels according to the next preferences recorded thereon. A separate sub-parcel shall also be made of the exhausted papers.

(ii) The number of the papers in each sub-parcel and the total of all the unexhausted papers shall then be ascertained.

(iii) If the total number of the exhausted papers is equal to or less than the surplus, all the sub-parcels shall be transferred to the continuing candidates.

(iv) If the total number of the unexhausted papers is greater than the surplus, they shall be transferred from each sub-parcel the number of papers

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which bears the same proportion to the number of papers in the sub-parcel as the surplus bears, to the total number of unexhausted papers, in the order in which such papers have been transferred.

(f) If the surplus of any candidate to be transferred arises from transferred as well as original votes, all the papers in the sub-parcel last transferred to the candidates shall be re-examined and the unexhausted papers divided into sub-parcels according to the next preference recorded thereon. The sub-parcels shall be dealt with in the same manner as is provided in the case of the sub-parcels referred to in Clause. (c).

(g) The papers transferred to each candidate shall be added in the form of a sub-parcel to the papers already belonging to such candidate.

(h) All papers in the parcel or sub-parcel of an elected candidate not transferred under this statute shall be set aside as finally dealt with.

7. (a) If, after all the surpluses have been transferred as hereinbefore directed less than the number of candidates required has been elected, the candidate lowest on the poll shall be excluded from the poll and his unexhausted papers distributed among the continuing candidate according to the next preferences recorded thereon. Any exhausted papers shall be set aside as finally dealt with.

(b) The papers containing original votes of an excluded candidate shall first be transferred.

(c) The papers containing transferred votes of an excluded candidate shall then be transferred in the order of the transfer in which he obtained them.

(d) If the total of the votes of two or more candidates lowest on the poll, together with any surplus votes not transferred is less than the votes credited to the next highest candidate, those candidates may, in one operation be excluded from the poll and their votes transferred in accordance with the direction given in Clauses (a) to (c) above.



(e) The process shall be repeated on the successive exclusions of the candidates lowest on the poll until the last vacancy is filled either by the election of a candidate with the quota, or as hereinafter provided.

8. If as a result of a transfer of papers under these Statutes the number of votes obtained by a candidate is equal to or greater than the quota, the transfer then proceeding shall be completed but no further papers shall be transferred to him.

9. (a) If, after the completion of any transfer under this Statute, the number of the votes of any candidate shall be equal to or greater than the quota, he shall be deemed elected.

(b) If the number of votes of any such candidate shall be equal to the quota, the whole of the papers on which such votes are recorded shall be set aside as finally dealt with.

(c) If the number of votes of any such candidates shall be greater than the quota, his surplus shall there upon be distributed in the manner hereinbefore provided, before the exclusion of any other candidate.

10(a) When the number of continuing candidates is reduced to the number of vacancies remaining unfilled, the continuing candidates shall be deemed elected.

(b) When only one vacancy remains unfilled and the number of the votes of some one continuing candidate exceeds the total of all the votes of the other continuing candidates together with any surplus not transferred, that candidate shall be deemed elected.

(c) When only one vacancy remains unfilled and there are only two continuing candidates, and those two candidates have each the same number of votes and no surplus remains capable of transfer, one candidate shall be excluded under Clause (11), and the other deemed elected.

11. If when there is more than one surplus to be distributed, two or more surpluses are equal or if at any time it becomes necessary to exclude a candidate and two or more candidates have the same number of votes and are lowest on the poll, regard shall be had to the original votes of each candidate, and the candidate for whom fewest original votes are recorded shall have his surplus first distributed, or shall be first excluded, as the case may be. If the number of their original votes is the same, the



Returning Officer shall decide by lot which candidate shall have his surplus distributed or be excluded.

12. Any candidate or his agent may, at any time, during the counting of the votes, either before the commencement or after the completion of any transfer of votes (whether surplus or otherwise), request the Returning Officer to re-examine and re-count the papers of all candidates or any candidate (not being papers set aside at any previous transfer as finally dealt with) and the Returning Officer shall forthwith re-examine and re-count the same with the help of such persons as he may appoint. The Returning Officer may also at his discretion re-count votes, either once or more often in any case in which he is not satisfied as to the accuracy of any previous count, provided that nothing herein shall make obligatory on the Returning Officer to re-count the same votes more than once.

13. The Returning Officer shall then declare the names of the candidates who have been duly elected.

24. Candidates and a representative of each of the candidates appointed in writing by them and approved by the Returning Officer may be present at the time of scrutiny and counting of votes.

25. ELECTION RETURNS:

The Returning Officer shall prepare a statement showing

1. the number of voters who voted; and
2. the number of ballot papers rejected as invalid.

26. DISPUTES:

When any question arises under section 48 of the Act, the aggrieved person may move the Vice-Chancellor to make a reference to the Chancellor stating the grounds of his objection within ten days from the date of declaration of the result of election; and such application being made, it shall be the duty of the Vice-Chancellor to make a reference to the Chancellor within ten days of the receipt of the application.

27. VACATION OF OFFICE:

A member of any Authority or body of the University shall cease to be a member on his being convicted by a Court of Law for any offence involving moral turpitude.

STATUTE RELATING TO RECRUITMENT OF TEACHER IN THE B.Ed COLLEGE  
(Under Section 35(1) and 67(1) of the K.S.U. Act)

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STATUTE-11

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S.11:

1. TITLE AND COMMENCEMENT:

1) This Statute shall be called "Prescription of Educational Qualifications for recruitment to the Teaching posts in the B.Ed. colleges" in the Faculty of Education Statutes 1991.

2) This Statute shall come into force from the date of the assent of the Chancellor.

2. APPLICABILITY:

This Statute is applicable to teachers of Educational colleges(B.Ed) at the Under-Graduate level.

3. QUALIFICATION:

The qualifications for the posts of Lecturers, Readers, Professors and Principals in the subject of Education (B.Ed) shall be as detailed below:

a) LECTURERS:

1) A Second Class Master Degree in a School (content Cum Methodology) Subject or a foundation subject (Philosophy, Sociology and Psychology).

2) A Second Class M.Ed., Degree.

3) Three years teaching experience, preferably at the school level.

NOTE: 1. In case persons satisfying all the above qualifications are not available with the specialisation required by the college concerned, exemptions/conceissions could be given in the following order of preference;

i) Master's Degree in a school/foundation subject provided he has a basic bachelior degree with at least second class and the specialisation (beyond school subject) required by the College.





- ii) M.Ed., degree provided he/she has a second class Master's Degree as stipulated in (1) above.
- iii) Experience in teaching, provided the candidate has both Master's Degree in a school/foundation subject and Master's Degree in Education, both in the Second Class.

NOTE 2: No person should be recruited on a permanent basis nor his/her appointment be approved and confirmed unless he/she satisfies the above qualification.

NOTE 3: The above specialisations and qualifications will not be applicable to all those teachers at different levels who have been recruited on permanent basis and through proper selection procedures and whose appointment has been approved/confirmed by the University and the Govt.

(b) READERS:

Qualification prescribed for Lecturers plus five years experience as Lecturer in a College of Education.

(c) PROFESSORS/PRINCIPALS:

Qualification prescribed for Lecturers plus 7 years experience as Lecturers or 5 years as Readers in a College of Education.

NOTE: A person with Doctorate Degree in a relevant School Subjects/foundation subject or Education could be given remissions of three years experience in the above stipulations.

STATUTE GOVERNING THE GRANT OF INCENTIVES FOR UNIVERSITY  
EMPLOYEES FOR PROMOTING SMALL FAMILY NORMS

(Under Section 23(2)(h) & 35(m) of the Act)

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STATUTE-12



S.12:

1. TITLE AND COMMENCEMENT:

(1) These Statutes shall be called the "Kuvempu University Employees (Small Family Norms) Grant of Incentive Statutes 1991.

(2) They shall come into force with effect from the date on which the assent of the Chancellor is received for the same.

2. APPLICABILITY:

(1) Who or whose spouse have undergone sterilisation operation between 1-10-1985 and 30-6-1987 provided he/she had two surviving children and did not have more than two surviving children as on the date of such operation.

(2) Who or whose spouse have undergone sterilisation operation on or after 31-1-1986 till 30-6-1987 provided he/she had one living child but did not have more than two surviving children as on the date of such operation.

(3) Who or whose spouse had undergone sterilisation operation on or after 1-7-1987 till the date of coming into force of these Statutes, provided he/she had one living child but did not have more than two surviving children as on the date of such operation, and

(4) Who or whose spouse undergo sterilisation operation after the coming into force of these Statutes, provided he/she has one living child but does not have more than two surviving children as on the date of such children

3. CONDITIONS FOR GRANT OF INCENTIVE:

Such of the University employee to whom these Statutes apply, may be granted a special increment in the form of "personal pay" subject to the following conditions:-

(a) The University employee and his spouse must be within the reproductive age group, which means in the case of male employee, that he should not be over 50 years and his wife

should be between 20 and 45 years of age and in the case of female employee, that she should not be above 45 years and her husband should not be over 50 years as on the date of such sterilisation operation.

(b) The sterilisation operation is conducted or has been conducted and sterilisation certificate in the prescribed form (Form No.1) is issued or has been issued by a Government Hospital or a Hospital run by the Municipal Corporations/Municipalities or a private Nursing Home or a Private Hospital.

Provided, where the certificate has been issued by a private Nursing Home or Private Hospital, the same should be countersigned by a Civil Surgeon/District Medical Officers, Authorised Medical Attendant of a Government Hospital/Medical Officers, University Health Centres, who would before countersigning the certificate, satisfy himself that the concerned University employee or his/her spouse has actually undergone the sterilisation operation on the date mentioned in the certificate.

(c) The University employee claiming incentive certificate under these Statutes shall give an undertaking certificate in the prescribed form (Form II) appended to these Statutes.

#### 4. RATE OF SPECIAL INCREMENT:

(1) The rate of Special Increment to be granted in form of 'personal pay' shall be equal to the amount to next increment due at the time of grant of concession will remain fixed during the entire service.

(2) It will not be absorbed in the future increases in either in the same post or on promotion to higher.

(3) In the case of University employee who is on deputation, the rate of special increment to be given in the form of 'Personal pay' would be equal to the amount of increment last drawn.

(4) In the case of University employee who is on deputation, the rate of special increment to be given in the form of 'Personal pay' would be determined with reference to the scale of pay applicable to him in the parent department.

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5. DATE FROM WHICH SPECIAL INCREMENT IS ADMISSIBLE:

(1) In the case of those University employees, to whom subclause(1) and (2) of Statute 4/2 apply and who or whose spouse had undergone the sterilisation operation in a private Nursing Home/Private Hospital, the benefit of special increment will be payable with effect from 1-7-1987, at the rate admissible to him/her on the date of sterilisation, provided he/she was otherwise eligible for the special increment. In such cases, no arrears would be admissible for the period from 1-10-85 to 30-6-1987.

(2) In the case of those University employees to whom these Statutes apply as per clauses(1) and (2) of Statute 4/2 and who or whose spouse had undergone the sterilisation operation in a Government Hospital or a Hospital run by the Municipal Corporation or Municipalities, the benefit of personal pay would be admissible from the first of the month following date of sterilisation.

(3) In the case of those University employees to whom these Statutes apply as per clauses (3) and (4) of Statute 4/2 the benefit of personal pay would be admissible from the first of the month following the date of sterilisation, notwithstanding that the sterilisation operation was done in a Private Nursing Home or Private Hospital, provided he/she is otherwise eligible for special increment.

(4) Further, except in the case of University employees to whom sub-clause (1) of this statute apply the benefit of special increment in the form of 'personal pay' would accrue from the first of the month following the date of return from duty after the expiry of leave, if the said employee or his spouse undergoes or has undergone the sterilisation operation during the period of regular leave.

6. AUTHORITY COMPETENT TO SANCTION SPECIAL INCREMENT:

(1) The special increment in the form of personal pay may be sanctioned by issue of a suitable office order, by the authority competent to draw the normal increment, after satisfying himself that the conditions stipulated for the grant of special increment in the form of 'personal pay' are fulfilled.



(2) A copy of the order sanctioning such personal pay shall be endorsed to the Registrar, Finance Officers and the Government Auditor of the Kuvempu University.

7. BENEFIT TO BE AVAILED BY ONLY ONE OF THE SPOUSE:

(1) If both the husband and wife are University employees or where one of the spouses is a University Employees and the other is an employee of the State Government/Central Government or other State Government or Autonomous Public Undertaking or Local Body or Semi Government Organisation or Aided Institution or Co-operative Society or other University, the benefit of special increment can be drawn by either the husband or the wife and not by both.

(2) In such a case, the choice shall be left to them so that they can choose the higher of the two increments available to them.

(3) If however, the University employee or his spouse had already availed the benefit of such special increment for having undergone such sterilisation operation, the University employee shall not be entitled to availed the benefit of such special increment under these Statutes.

F O R M - I

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I, Dr.....hereby certify that I have conducted Vasectomy/Tubectomy operation on Sri/Smt..... Husband/Wife of Sri/Smt..... at.....

2. A sperm count was undertaken on..... and on the basis there of it is certified that the Vasectomy operation has been completely successful.

(Para 2 in the case of Vasectomy operations only)

Delete words where not applicable.

SIGNATURE

\* \* \*

F O R M - II

UNDERTAKING TO BE GIVEN BY ALL UNIVERSITY EMPLOYEES

I/My spouse have/has undergone Vasectomy/Tubectomy operation at.....on..... necessary sterilisation Certificate issued by.....is enclosed. In case I/my spouse have to take resort to recanalisation for any reason whatsoever I undertake to report this fact forthwith to Government.

2. I also certify that my wife Smt..... is not pregnant on this date.

(Para 2 for male Government employees only)

SIGNATURE

MERIT PROMOTION OF THE UNIVERSITY POST-GRADUATE TEACHERS

(Under Section 35(m) of the Act)



STATUTE - 13

S. 13:1: SHORT TITLE:

These Statutes shall be called the Statutes relating to the Merit Promotion of the University Post-Graduate Teachers.

2: APPLICABILITY:

The Statutes shall be applicable to the teaching staff (Lecturers & Readers only) working in the Departments of Post-Graduate Studies and Research and shall not be applicable to the teachers working in the Post-Graduate Section of the affiliated colleges.

3: COMMENCEMENT:

These Statutes shall come into force on the date of the assent of the Chancellor.

4: OBJECTIVES:

- a) to recognise outstanding work done by the teachers in the area of teaching and research;
- b) to provide for reasonable opportunities for professional advancement to such teachers, whose merit, academic recognition, on a competitive basis;
- c) to provide opportunities for promotion to the next higher level without additional posts being created;
- d) to encourage teachers to engage in advanced teaching and research and make distinct contribution which would merit recognition;
- e) to improve the over all morals of the teachers where good work is recognised and rewarded;
- f) to minimise to some extent, the number of senior positions to be created out of plan funds in each plan period.

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5. ELIGIBILITY:

- a) Teachers in the University Departments engaged in advanced teaching and Research whose contribution and achievements are such as to merit recognition may be considered for merit promotion;
- b) The teacher should have completed eight years of continuous service in their respective cadre of which atleast four years should be in the Department where the teacher is being considered for such assessment and merit promotion;
- c) The work (to include research publication, books, reviews, curriculum development, teaching aids, innovation in teaching methods, equipments developed etc.) presented by the teacher for evaluation shall relate to the period of three years immediately preceding on the date of application;
- d) Any teacher who has been considered and not selected for merit promotion in the initial presentation, could however present his work again only after a lapse of one year.

6. METHOD OF APPLYING:

Teachers interested in such assessment and consideration for merit promotion shall submit the application prescribed form to the University through the concerned Department before the date stipulated by the University, and the University shall generally take a decision before the academic year such merit promotion shall be made effective from the date the beginning of the next academic session.

- 7. The Seniority of the teachers promoted under the scheme shall count from the date on which the teachers reports for duty.

8. MODE OF SELECTION:

- a) The University shall in the first instance refer the work (to include research publications, books, review, curriculum development, teaching aids, innovation in teaching methods, equipments developed etc.) presented by the teacher to atleast to two references in the subject/discipline. The referees to be nominated by the Vice-Chancellor out of a panel of names set up according to the procedure laid down by the University.
- b) The Evaluation reports of these referees shall be kept confidential and shall be made available to the selection committee.





- c) There shall be a Board, for considering the promotion of teachers including the selection of the candidates on the basis of the Reports received from the referees to the cadre of Professors and Readers under Merit Promotion Scheme, which shall be constituted under section 49(2) (a) and (b) of the Karnataka State Universities Act, 1976.
- d) The Selection for such merit promotion shall be purely based on the Evaluation Comments and the unanimous opinion of the outside experts.
- e) The Board shall adjudge the merit of each candidate in accordance with the Evaluation Report of the Referees relating to the work submitted by the Teaching and prepare a list of persons selected arranged in the order of merit. The Reports may be sent to the Members of the existing Board of Appointment so constituted by the Chancellor under Sec.49(2) (a) & (b) on circulation bases or could be placed before the respective Boards as and when they meets.
- f) It shall forward the list to the Chancellor who shall make appointments in accordance with the same.
- g) While making selections for such promotions, it is not expected that the selection committees would recommend any advance increment, nor is it expected that only rules for pay fixation on promotion/selection to higher post are applied to provide for increment. Only marginal adjustment would require to be made within the new scale, nearest to the salary already drawn by the promotee.
- h) The post of a Reader given to a lecturer or the position of a Professor given to a Reader through merit promotion would be personal to the incumbent concerned.

9. GENERAL:

- a) The teachers working on permanent basis only are eligible to apply.
- b) Not more than 1/3 of the number of total permanent position of Lecturers or Readers within a Department may held such merit promotions at next higher level at any given time. The persons holding such merit promotion would not count for determining the total posts in the cadre of Readers for purposes of merit promotion to Professors. It would be desirable for 3 Department not to fully utilise the merit promotion scheme at one time, but to phase it out, so that the full quota could be reached over a period of time, and make it possible for consideration of fresh cases each year. Ordinarily, not more than 1/3rd of these promotions position may be filled in any given year.
- i) The Departments which are having minimum of two regular/ permanent teaching position in a particular cadre, and also in case of the Departments having only one teacher and where the teacher has done work that merits recognition and encouragement, there could be clubbing of such Departments and create a promotional channel under the Merit Promotion Scheme, provided the number of teachers promoted shall not exceed one-third of the total number of permanent posts of Lecturers/Readers.



- c) No additional/extra staff can be provided in the category, of posts from which a person has received merit promotion to the next higher post, consequent upon the implementation of this scheme. The work load shall therefore be adjusted suitably without seeking additional positions.
- d) The main criteria for promotion under this scheme would be the merit of the academic contributions and not the Seniority of the teachers.

STATUTE RELATING TO THE ELECTION/NOMINATION OF REPRESENTATIVES  
OF STUDENTS TO THE SENATE

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(Under Section 21(1)(22) and Section 35(b) of the Karnataka  
State Universities Act 1976)

STATUTE - 14

S: 14:

1. TITLE AND COMMENCEMENT:

a) These Statutes shall be called as Statutes relating to the Election/Nomination of Representatives of Students to the Senate.

b) These Statutes shall come into force with effect from the date they are assented to by the Chancellor.

(1) Unless the context otherwise requires.

a) 'Post Graduate Student' means a student enrolled for a course leading to a Master's Degree or a Post-Graduate Diploma of the University under any of the Faculties in a Department of the University or Constituent College or an affiliated college or Institution.

b) 'Under-Graduate Student' means a student enrolled for a course leading to a first degree under any of the Faculties in a constituent college or an affiliated College/Institution, but not a student of the Pre-University Course.

(NOTE: LL.B., B.Ed., M.B.B.S., BSAM., B.Pharm., BDS, B.E., B.Tech. and B.L., & L.Sc., are also the first degrees for the purpose of this clause).

c) 'Representatives of Students' are students who are elected to an electoral college by the Post-Graduate Students or under-graduate students as the case may be, and who are eligible to vote at the election to the Senate.

d) 'Elected Representative of Students' is one who, after the election by an electoral college is declared to be a member of the Senate.

e) 'Nominated Representatives of Students' shall mean the students nominated under Section 21(1)(22) of the Karnataka State Universities Act 1976.



f) 'Morning or Evening College' shall mean a College except law colleges which does not offer instruction at any time between 11.00 A.M. and 4.00 P.M.

g) Election Officer shall mean:

- (i). In relation to a post graduate electoral college, the Dean of the Faculty or in his absence such other person from the post-graduate department, as the Vice-Chancellor may appoint; in cases where the Post-Graduate Faculty has more than one affiliated college the Head of each such college shall be the Election Officer.
- (ii) In relation to an under graduate Electoral college the Head of the affiliated College/Institution or his nominee.

2. THE RETURNING OFFICER

The Registrar, or any other person as may be nominated by the Vice-Chancellor shall be the Returning Officer and as such he shall be responsible for the conduct of election in respect of election to the Senate from Electoral Colleges. The Returning Officer may nominate as many Assistant Returning Officers, Presiding Officers and Polling Officers as he deems necessary. The Returning Officers shall issue suitable instructions for smooth conduct of elections.

3. POWER OF THE VICE-CHANCELLOR

a) The Vice-Chancellor shall have power to fix the time limit for filling of nominations and withdrawal of nominations and to fix the date of the poll in respect of election to the Senate from the Electoral Colleges.

b) If, in the opinion of the Vice-Chancellor, an emergency has arisen, it shall be competent for him to assume the powers of the Returning Officer and function as such either by himself or by deputing any other person when in the course of election, the Returning Officer cannot carry out his duties.

CHAPTER -I

CONSTITUTION OF ELECTORAL COLLEGES

ELECTORAL COLLEGES

4.

a) There shall be the following four Electoral Colleges, namely,

- i) Post-Graduate Electoral College (General)
- ii) Post-Graduate Electoral College (Women)
- iii) Under-Graduate Electoral College (General)
- iv) Under-Graduate Electoral College (Women)

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b) The Post-graduate Electoral College (General) shall consist of representatives of Post-graduate students from each of the following Faculties at the rate of one representative for every 50 students in the Faculty and one more for the remaining fraction thereof in the Faculty, provided the fraction is not less than half. If the student strength in any Faculty is less than 50, there shall be one representative of students.

c) Post-graduate Electoral College (Women) shall consist of representatives of Post-graduate women students from each of the following faculties at the rate of one representatives for every 50 students in the Faculty and one more for the remaining fraction thereof, in the Faculty, provided the fraction is not less than half. If the students strength in any Faculty is less than 50, there shall be one representative of students.

d) For the purpose of Clauses (b) and (c) the Faculties shall be the following:-

- 1) Arts
- 2) Commerce
- 3) Science & Technology
- 4) Engineering
- 5) Medicine
- 6) Law
- 7) Education

e) The Under-graduate Electoral College (General) shall consist of one representative of students from each constituent of affiliated College (other than Morning Colleges, Evening Colleges, external and Correspondence courses) for every 500 students and one more for the remaining fraction thereof, provided the fraction is not less than half. If the strength in a College is less than 500, there shall be one representative of students.

f) The Under-graduate electoral College (Women) shall consist of one representative of women students from each constituent or affiliated College (other than Morning College, Evening Colleges, external and correspondence Courses) for every 500 women students, and one more for the remaining fraction thereof, provided the ~~fraction is not less than half. if an affiliated/constituent College~~ has less than 500 women students there shall be one women representative.



g) The Election Officer for every Post-graduate Electoral College shall prepare every year lists of bonafide post-Graduate students who are eligible to take part in the election of representatives of students to form the Post-Graduate Electoral College (General) and Post-Graduate Electoral College (Women) during that academic year, and publish them immediately on the notice boards of the Post-Graduate Departments/Colleges. Any claim for additions, deletions, corrections shall be made in writing within 2 working days from the date of publication of the list, to the concerned Election Officers through the Heads of the respective Post-graduate Departments/Colleges and all such claims shall be decided by him within 2 working days and his decision shall be final. Then the final electoral rolls (General & Women) shall be published by the Election Officers on the Notice Boards of the concerned Post-graduate Departments/Colleges not later than 31st August.

h) Every Election officer in the case of Under graduate electoral Colleges shall prepare every year lists of bonafide Under-graduate students who are eligible to take part in the election of representatives of students to form the Under-graduate Electoral College (General) and Under Graduate Electoral College (Women) during that academic year and publish them on the Notice Boards of the Colleges. Any claim for additions, deletions, corrections shall be made in writing within 2 working days from the date of publication of the list to the concerned Election Officer and all such claims shall be decided by him within 2 (two) working days and his decision shall be final. Then the Final Electoral Rolls (General & Women) shall be published by the Election Officers on the Notice Boards of the respective Colleges not later than 31st August.

i) The Returning Officer with the approval of the Vice-Chancellor shall notify to the students through the Deans of Faculties or other authorised persons of the University in the case of Post-graduate departments and through the Heads of the Colleges in the case of under graduates students, the last date before which the election of student representatives to the Electoral Colleges shall be conducted by them to constitute the four Electoral Colleges, and this date shall not be later than 30th September.

Provided, the constitution, of the Electoral Colleges shall not deemed to be invalid by reasons only that the election of student representatives has not been held in any one or more affiliated colleges before 30th September.



j) Election to the Electoral College in any affiliated college could be synchronised with election to the College Union of the affiliated college but not later than 30th September.

k) Any dispute relating to an election to any Electoral College shall be decided by the concerned Election Officer and his decision shall be final.

5. METHOD OF ELECTION OF REPRESENTATIVES OF STUDENTS TO CONSTITUTE THE ELECTORAL COLLEGES.

a) The 'Representatives of Students' who are to represent a Post-graduate Faculty/College/Institution in an Electoral College shall be elected by the students of the respective Post-graduate Faculty/College as the case may be, 'by means' of a secret ballot held for the purpose on the date and at the hours fixed by the concerned Election Officer, which shall not be later than 30th September.

b) The voters shall exercise their franchise in person. No vote shall be given by proxy.

c) In all cases of election of representatives of students to an Electoral College, the candidates shall be nominated in writing in the prescribed proforma and the nomination paper handed over to the Election Officer. The nomination paper shall be signed by both the Candidate and the proposer. Both the candidate and the proposer shall be students from the same Post-graduate Faculty/College as the case may be. Each nominee shall have to make an election deposit of Rs.25/- which will be refunded if he gets not less than 20% of the total valid votes polled. The Election Officer shall publish the calendar of events concerning elections from the time of filling of nominations up to the declaration of final results. All the nomination papers shall be scrutinised by the Election Officer on the date, hour and at the place appointed and notified by him. The candidate may be present at the time of scrutiny. As to the validity or otherwise of nomination the decision of the Election Officer shall be final. The list of candidates whose nominations have been declared valid shall be published on the Notice board of the respective Post graduate departments/colleges. Any candidate may withdraw his candidature by a notice in writing signed by him and attested by a teacher of the Post graduate Departments/College as the case may be and deliver it in person to the Election Officer not later than the date fixed for withdrawal. If the number of valid nomination is equal to or less than the number of representatives to be elected, the Election Officer shall declare these candidates elected. If the

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number of candidates exceeds the number of representatives to be elected, a poll shall be taken.

d) In the case of single vacancy, a ballot shall be taken in which case voter shall only be entitled to give one vote by placing a cross mark ("x") against the name of the candidate for whom the voter wishes to vote, and the candidates receiving the highest number of votes shall be declared elected. In cases of contested election for two or more vacancies, each voter shall be entitled to cast as many votes as there are vacancies to be filled. The candidates who obtain the highest number of votes shall be declared elected, except when by reason of equality of votes the number of such candidates is in excess of the number of vacancies to be filled. In the event of two or more candidates getting equal number of votes, the results shall be declared by the Election Officer after drawing lots.

e) The Election Officer shall be responsible to conduct the election in the Post graduate Faculty/College and announce the result of the ballot in the shortest possible time and in any case not later than 1 day after the ballot is over and communicate the name/s of the "Representatives of the Students" to the Returning Officer within 3 days but not later than 8th October. At the time of counting of votes and announcement of results the candidates shall be permitted to be present.

6. PUBLICATION OF ELECTORAL ROLLS OF ELECTORAL COLLEGES.

a) The Returning Officer shall publish before the date fixed by the Vice-Chancellor every year the electoral roll of the Electoral Colleges consisting of the names of representatives of students elected in the manner indicated in this Statute by the Post-Graduate and Under-Graduate Students of the University.

b) The Electoral rolls shall be valid notwithstanding any vacancies in the representatives of students on the Electoral College or any disputes regarding election of any representatives of students.

CHAPTER - II

PROCEDURE FOR ELECTION TO THE SENATE

7.a) The election of representatives of students to the Senate shall take place on the date fixed by the Vice-Chancellor.



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- b) For the election of student representatives to the Senate in each year the Returning Officer shall issue a notification for publication on notice boards of all Colleges and Post-graduate Departments.
- c) The Notification shall give the following particulars:-
- i) The electoral college and the number of seats to be filled by elections;
  - ii) The date fixed as the last date for receiving nominations, the date so fixed being not less than 7 days before the date of the poll;
  - iii) The date and time before which the nomination may be withdrawn;
  - iv) The date and time fixed for the scrutiny of nomination papers;
  - v) The date and hours fixed for the poll and the place of voting.
8. a) Each member of an Electoral College shall be at Liberty to nominate one or more candidates from the concerned Electoral College. Every nomination shall be in the prescribed form and shall be seconded by another member of the Electoral College. Every nomination shall be accompanied by a statement signed by the candidate agreeing to serve on the Senate if elected. Each candidate shall make an election deposit of Rs. 50/- which shall be refunded if he gets not less than 20% of the total number of valid votes polled at the election.
- b) (The candidate shall not be a person who has failed to complete a course in six years)

#### SCRUTINY OF NOMINATION PAPERS

9. a) All nomination papers shall be scrutinised by the Returning Officer or any other person authorised by him in this behalf on the date and hour and at the place appointed and notified.
- b) The candidate or representative of each candidate authorised in writing by him and approved by the Returning Officer may be present at the time of scrutiny.
- c) As to the validity or otherwise of any nomination, the decision of the Returning Officer shall be final.



d) A list of candidates, whose nomination papers have been declared valid, shall be published by affixing the same on the notice board in the Office of the Returning Officer on the same day and a copy of the same shall be forwarded to each of the candidates nominated for election.

10. Any candidate may withdraw his candidature by a Notice in writing signed by him and attested by the Head of the Post-graduate Department/College and send it by registered post or deliver it in person or through a messenger to the Returning Officer not later than the date and hour fixed for withdrawal.

11. The Returning Officer shall publish on the very day after the time for withdrawal of nomination has lapsed, a final list of candidates validly nominated in the Office of the Returning Officer.

12. If, after scrutiny, the number of validly nominated candidates is equal to the number or less than the representatives to be elected, the Returning Officer shall declare immediately such candidates as having been elected.

If, the number of candidates exceeds the number of representatives to be elected, the election shall proceed in the manner prescribed below:-

13.

#### POLLING

a) The polling shall be held at the Office of the Returning Officer on the date and between the hours prescribed by him.

b) The poll shall take place by secret ballot in the presence of the presiding Officer of the polling station.

c) Votes shall be cast personally and not by proxy. Every voter shall produce identity card bearing his/her recent photograph attested by the concerned Head of the Post Graduate Department/College or Under graduate College/Institution.

d) The Presiding Officer of the polling station shall enter the name of voter on the counterfoil of the ballot paper, obtain the voter's signature on the counterfoil, record his own signature on the ballot paper, and shall then tear out the ballot paper corresponding to that counterfoil, and hand it over to the voter. Every ballot paper shall contain the names of all the contesting candidates arranged in alphabetical order.

e) When a voter has received a ballot paper, he shall proceed to the place arranged for making the vote and shall record his vote by placing a cross mark ("X") against the name of candidates for whom he wishes to vote. Each voter shall be entitled to record his votes only to the extent of the number of vacancies to be filled but he shall not give more than one vote for one person.



f) After recording his vote, the voter shall put the paper in a sealed box kept for the purpose in front of presiding Officer.

g) All eligible voters present at the polling booth at the time fixed for the close of the poll shall be allowed to vote. After poll is over, the Presiding Officer shall arrange for sealing the slit of each ballot box. There after the ballot boxes shall be handed over to the Returning Officer.

h) The Returning Officer shall appoint as many tellers as he may consider necessary and shall hand over to them the sealed boxes received from the Presiding Officer for scrutiny, counting of votes and preparing the result sheet.

i) The Candidate or representative of each candidate appointed in writing by him and approved by the Returning Officer, may be present at the time of scrutiny and counting of votes.

j) The Returning Officer shall have the votes counted, rejecting as invalid any paper;

- i) if it does not bear the signature of the Presiding Officer; or
- ii) if a voter signs his name or writes any word or makes any marks by which it becomes indentifiable; or
- iii) if no vote is recorded thereon by placing a cross mark ("X") against the name or names of candidates; or
- iv) if the number of votes recorded thereon exceeds the number of representatives to be elected; or
- v) if it is void for uncertainty or if it violates any other law.

k) On every paper so rejected, the Returning Officer shall endorse the word "INVALID" and such papers shall be kept in separate bundle.

l) The tellers, after preparing the Result Sheet, shall deliver it to the Returning Officer, who shall declare the results of election.

14) The candidates equal in number to the number of representatives to be elected, receiving the highest number of votes shall be declared duly elected. When two or more candidates receive an equal number of votes and they cannot all be declared elected the final result of election shall be declared by drawing lots in such manner as the Returning Officer may determine.

15.a) As soon as the Returning Officer notifies the results of election, the candidates elected shall be deemed eligible to attend and take part in the proceedings of meeting of the Senate until the expiry of the term of their membership.

b) Representatives of students elected to the Senate will serve as members of that body for one year, or until the date of next notification to be issued by the Returning Officer calling upon the electorate to elect the representatives afresh for a new term, or at the expiry of the term of the Senate, or when he ceases to be a student of the Post-graduate Department/College or under graduate College/Institution whichever is earlier.

c) All appeals against the election to the Senate from the Electoral College shall lie to the Vice-Chancellor whose decision shall be final, provided that no appeal shall be entertained unless it is made within 7 days after the announcement of results.

16. DISSOLUTION OF THE ELECTORAL COLLEGES

When the students representatives have been elected to the Senate, all the Electoral colleges shall stand dissolved.

CHAPTER - III

NOMINATION OF STUDENT REPRESENTATIVES TO THE SENATE

17.a) The Head of every post graduate Department shall forward to the Registrar by the end of 31st August of each year, the name of an outstanding student of the department, having regard to his performance in the qualifying examination for admission to the post-graduate course and/or his performance in the first year examination of the post graduate course.

(77)

b) The Head of every affiliated college having NCC units shall forward to the Registrar not later than 31st of August of each year, the name of an outstanding NCC cadet (not being a PUC student) along with his bio-data relating to the NCC performance. From among the names sent by the affiliated colleges, selection of 6 students shall be made by a Committee of five members consisting of the Commandant NCC Group Head Quarters, two Principals and two others nominated by the Vice-Chancellor. The Registrar shall be the Convener of the Committee.

c) The Head of every affiliated college shall forward to the Registrar not later than 31st August of each year, the name of one outstanding sportsman/woman of the College (not being a P.U.C. student) along with his or her bio-data regarding his/her performance in sports/games/athletics outstanding NCC/NSS students. From among the students nominated by the affiliated colleges, selection of 6 students shall be made by a Committee consisting of Director of Physical Education of the University, three Principals of the Colleges including one Principal of a Womens College, and another person nominated by the Vice-Chancellor.

d) From among the names received under each of the clauses (a) (b) and (c) above, the Vice-Chancellor shall prepare a panel of 3 names under each category and forward them to the State Government for further action.

#### CHAPTER -IV-

#### INTERPRETATION OF THE STATUTE

16. If any question of interpretation of any provision of this statute arises the decision of the Vice-Chancellor shall be final.

#### KUVEMPU UNIVERSITY

Form No.1

Election of Representatives of Students to the Senate. (Sec.21(1)(22)  
of the Act)

#### NOTIFICATION

It is hereby notified that an election by the student representatives constituting the respective electoral colleges will be held to fill the Vacancy/Vacancies from among post-graduate/under-graduate students.

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1. Only such students who are duly elected to be members of the Post-graduate Electoral College (General/Women), under-graduate Electoral College (General/Women) shall be entitled to nominate one or more candidate from their respective Electoral College to fill the Vacancy in the Senate.
2. Every nomination shall be in Form II and shall be made by a student representative of the same Electoral College in writing. Every such nomination shall be accompanied by the consent in writing of the candidate agreeing to serve on the Senate, if elected.
3. The proposer, the seconder and the contesting Candidates are required to state their full name and also their Sl.Nos., as mentioned in the Electoral College roll and also to date their signature.
4. Nomination paper shall be enclosed in an envelope, superscribed 'Nomination to the Senate - Representative of Students' and sent by registered post so as to reach the Returning Officer, Kuvempu University, B.R. Project not later than \_\_\_\_\_ p.m. on \_\_\_\_\_ or it may be delivered to Returning Officer during office hours either in person or by a messenger not later than the date and hour prescribed above.
5. Nomination papers that are not sent by registered post or not delivered in person or by a messenger and not accompanied by the election deposit of Rs. 50/- shall be rejected.
6. The scrutiny of nomination papers will take place in the University Office. \_\_\_\_\_ at \_\_\_\_\_ on \_\_\_\_\_
7. Any candidate may withdraw his candidature by notice in writing signed by him and attested by the Head of the Post-graduate Department/College and sent by registered post or delivered in person or by a messenger to the Returning Officer so as to be received by him before \_\_\_\_\_ on \_\_\_\_\_.
8. If the number of valid nominees exceeds the number of vacancies, balloting for the election will be held at the Office of the Returning Officer on the date \_\_\_\_\_ between \_\_\_\_\_ hours.

Kuvempu University,  
Jnana Sahyadri  
B.R. Project.

RETURNING OFFICER

FORM II



To,

The Registrar,  
Kuvempu University  
B.R. Project.

NOMINATION PAPER

Election to the Senate by the Post-Graduate Students General/Women  
Under-graduate students General/Women

1. Name of the Candidate Sri/Smt. \_\_\_\_\_  
Sex \_\_\_\_\_

2. Name of the Constituency Post-graduate Students (General)  
Post-graduate Students (Women)  
Under-graduate Students (General)  
Under-graduate Students (Women)  
(Strike off whichever is not  
Applicable)

3. Name of the Course/class  
in which he/she is studying

4. Name of Post-graduate  
department/Colloge. Sl.No.  
of the student in the Electoral  
College roll

5. Degree if any previously  
obtained.

6. Year and month of admission  
to the previous degree course.

7. Year and month of passing the  
previous degree examination.

8. Year and month of admission to  
the present degree course.

-----  
Name of the Proposer Sri/Smt. \_\_\_\_\_  
Course/Class in which he/  
she is studying.

Name of the P.G.Department/  
College.

Sl.No. of the Proposer in  
the Electoral College roll.

Signature of the Proposer \_\_\_\_\_  
Date: \_\_\_\_\_  
-----



Name of the Seconder Sri/Smt. \_\_\_\_\_

Course/Class in which he/  
she is studying.

Name of P.G. Department/  
College.

Sl.No. of the Seconder in  
the Electoral College roll.

Signature of the Seconder.

Date: \_\_\_\_\_

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CONSENT OF THE CANDIDATE  
Election to the Senate

I here by agree to serve on the Senate if elected.

Name in Block letters \_\_\_\_\_

Signature of the candidate \_\_\_\_\_

- 
- Note: 1. The candidate, the proposer and the seconder must be students duly elected to their respective electoral colleges.
2. Each candidate shall make an election deposit of Rs.50/- in the form of a crossed demand draft payable to the Registrar, Kuvempu University, B.R. Project.
3. A student who has failed to complete a course in six years is not entitled to be elected to the Senate.

FORM NO. III

List of validly nominated candidates for the election of representatives of students to the Senate of Kuvempu University.

Serial No.	Candidate's Name and address	Name of the Constituency*
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University Office,  
Jnana Sahyadri,  
B.R. PROJECT.

RETURNING OFFICER

\* Name of the Constituency to be entered as follows:-

Post-Graduate (General)	Y	as the case may be
Post-Graduate (Women)	Y	
Under-Graduate (General)	Y	
Under-Graduate (Women)	Y	



Election of representatives of students to the Senate of Kuvempu University.

Notice of withdrawal of candidature.

Serial No.	Name of candidate and address	Name of the Constituency*
------------	-------------------------------	---------------------------

University Office  
Jnana Sahyadri  
B.R. Project.

RETURNING OFFICER

Dated:

\*Name of the Constituency to be entered as follows:-

- Post-Graduate (General)
- Post-Graduate (Women)
- Under-Graduate (General)
- Under-Graduate (Women)

as the case may be

FORM NO. V

Final List of the candidates validly nominated for the constituency of \_\_\_\_\_

Election of Representatives of students to the Senate.

Following is the Final List of candidates validly nominated.

Sl. No.	Name of Candidate	Address
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University Office,  
Jnana Sahyadri,  
B.R. Project.

RETURNING OFFICER

Dated:

FORM NO. VI

Declaration paper - Name of the Constituency:- Election of Representatives of Students to the Senate. Serial No.

ELECTOR'S DECLARATION

I, \_\_\_\_\_ declare that I am an elector for the above mentioned election and have signed no other declaration paper at this election.

Date: \_\_\_\_\_

Signature.

FORM NO. VII



Election of Representatives of Students to the Senate.

Name of the Constituency:-

BALLOT PAPER

(Face of Ballot Paper)

Sl. No.	Name of Candidate	Put a Cross Mark 'X' showing the voter's choice.

(Please see instructions on the back)

(Back of the Ballot Paper)

1. The number of vacancies to be filled is \_\_\_\_\_
2. Place a cross mark 'X' against the name of the Candidate/s for whom you wish to vote.
3. A ballot paper will be invalid:-
  - a. If it does not bear the signature of the presiding officer; or
  - b. If a voter signs his name or writes any word.
  - c. or makes any mark by which it become identifiable; or
  - d. If no vote is recorded by placing a cross mark thus 'X' against the name or names of the candidate or candidates for whom the voter wishes to vote; or
  - e. If the number of votes recorded thereon exceeds the number of vacancies to be filled, viz. \_\_\_\_\_; or
  - f. If it is void for uncertainty; or
  - g. If it violates any other law.

FORM NO. VIII  
CERTIFICATE OF ELECTION

Certified that Sri/Smt. \_\_\_\_\_ is declared duly elected to the Senate of the Kuvempu University under sec.21(1)(22) of the K.S.U. Act, 1976 at the election held on \_\_\_\_\_

University Officer,  
Jnana Sahyadri,  
B.R. PROJECT.

Dated: \_\_\_\_\_

RETURNING OFFICER

UNIVERSITY EMPLOYEES SERVICE (CONDUCT) STATUTES  
(Under Section 23(2)(h) & 35 (m) of the Act)



STATUTE

S.

1. TITLE, COMMENCEMENT & APPLICATION:

(1) These Statutes be called the Kuvempu University Employees Service (conduct) Statute 1991.

(2) They shall come into force on the date of the assent from the Chancellor.

(3) They shall apply to all persons appointed to serve in connection with the affairs of the Kuvempu University.

Provided that nothing in these Statutes shall apply to;

- a) A member of the All India Service;
- b) A state or Central Government Servant who is appointed on deputation.

2. DEFINITIONS:

In these Statutes, unless the context otherwise requires -

a) "Employee" means any person appointed to any class of post in the University;

b) 'Member of Family' in relation to an employee includes

i) The wife or husband as the case may be of the employee, whether residing with the employee or not, but does not include a wife or husband (as the case may be) separated from the employee by a decree or order of the competent Court or in accordance with personal law;

ii) Son or Daughter or step son or step daughter or parents of the employee and wholly dependent on the employee, but does not include a child or step child, who is no longer in any way dependent on the employee, or whose custody the employee, has been deprived by or under any law; and

iii) Any person related by blood or marriage to the employee or to his spouse and wholly dependent upon such employee.

c) 'Prescribed Authority' means the Chancellor or the Vice-Chancellor or any other authority as may be specified by the Chancellor, by order made in this behalf.

3. GENERAL:

(1) Every employee shall at all times take reasonable steps to ensure and protect the interest of the University and discharge his duties with utmost integrity, honesty, and



deligence and do nothing which is unbecoming of an employee of the Univ rsity.

(2)i) Every employee holding a supervisory post shall take all reasonable steps to ensure deligent performance of duties by his subordinates and if practicable, issue directions in writing and where it is not practicable to issue such directions, issue written confirmation of the directions as soon thereafter as possible.

ii) Every employee shall in the performance of his official duties, act in his best judgement, except when he is acting under lawful direction of his official superior and shall when he is acting under such direction of his superior officer obtain direction in writing where practicable and where not practicable to obtain direction in writing, he shall obtain written confirmation of the direction soon thereafter as possible.

EXPLANATION:

1) Nothing in Sub-Clause (ii) of Clause 2 shall be construed as to enable an employee to evade his responsibilities by seeking instruction from or approval of the superior officers or authority when such instruction or approval is not necessary by virtue of any power vested in him.

2) An e ployee is said to h ld a supervisory post if by reason of his office, he is empowered to issue instructions or directions to other employees under his control.

4. EMPLOYEMENT OF NEAR RELATIVE IN PRIVATE UNDERTAKING:

1) No employee shall use his position or influence directly or indirectly to secure any employment for any member of his family in any private undertaking having dealings with the University.

2) No employee shall in the discharge of his official duties deal with any matter or give sanction to any contract if he or any member of his family is interested in such matter or contract, without obtaining the orders of the Syndicate.

5. TAKING PART IN SOCIETIES AND ELECTIONS:

No employee shall...

i) without the approval of a appropriate authority (appointing authority) shall not be a member of any political party and shall not take any part in any political movement or affairs

- ii) Contest any election or be a member of the house of State Legislature and House of Parliament or any Local Authority.



Provided that the restriction in Clause(ii) shall not apply to any nomination made under law.

6. JOINING & ASSOCIATING BY AN EMPLOYEE OF THE UNIVERSITY:

No employee shall join or continue to be a member of any Association, the objects or activities of which are prejudicial to the interest of the sovereignty and integrity of India of Public Order or morality.

7. DEMONSTRATION AND STRIKE:

No employee of the University shall engage himself or participate in any demonstration, which is prejudicial to the interest of the sovereignty and integrity of India, the Security of the State or friendly relations with foreign States, Public Order, defamation or incitement to an offence, or resort to Strike.

EXPLANATION:-

For the purpose of this Statute, 'Strike' means a cessation of work (including any unauthorised absence from duty) by a body of University employee acting in combination or any concerted refusal under a common understanding of any number of University employees to work.

8. CONNECTION WITH PRESS OR PUBLIC MEDIA:

No employee shall except with the previous sanction of the Syndicate:

- i) Own wholly or in part or conduct or participate in the editing or management of any newspaper or other periodical publication, or
- ii) Except in the bonafide discharge of his duties publish any matter himself or through publishers, participate in radio or television broadcast or contribute an article or write a letter to the Newspaper or periodical either in his own name or anonymously or pseudonymously.

Provided no sanction shall be required if such publication or contribution or writing is of a purely literary artistic, scientific, academic, cultural, religious or social character.

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9. CRITICISM OF UNIVERSITY/GOVERNMENT:

No employee shall in any public utterance, make any statement which has the effect of an adverse criticism of any current or recent policy or action of the University or Government of Karnataka or Central Government; unless the expression of his view is for safeguarding or securing an improvement of the conditions of service of the University employee.

10. UNAUTHORISED COMMUNICATION OF INFORMATION:

Except in accordance with the general or special orders of the Chancellor or the Vice-Chancellor, no employee shall, in the performance of the duties assigned to him, communicate directly or indirectly any official document or/part thereof or information to any other employee or any other person, to whom it is not intended.

11. SUBSCRIPTION:

No employee shall, except with the previous sanction of the Vice-Chancellor, ask for or accept contributions to, or otherwise associate himself with the raising or, any funds or other collections in cash or in kind in pursuance of any object whatsoever.

12. GIFTS:

No employee shall directly or indirectly accept any gift or illegal gratification in connection with the discharge of his duties.

EXPLANATION:

The term of gift shall include free transport, free boarding or lodging or any other pecuniary advantage when provided by any person, other than a near relative or personal friend having no official dealings with the University, but does not include a casual meal, lift or other social hospitality.

13. PRIVATE TRADE OR EMPLOYMENT:

1) No employee shall except with the previous sanction of the Chancellor or such authority or authorities as he may specify, engage directly or indirectly in any trade or business or undertake any other employment, except honorary work of

a social, charitable, literary, artistic, cultural or of scientific character, subject to the condition that his official duties do not thereby suffer. He shall however discontinue such work, if so directed by the sanctioning authority, on the ground that such work with due discharge of his official duties. He shall not also undertake work involving holding of elective office nor seek election of such office, without the previous sanction of the authority mentioned above.

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EXPLANATION:

1) Canvassing by an employee for a candidate for such elective office or in support of business or Insurance or Commission Agency, owned or managed by any member of employees family, shall be deemed to be a violation of this Statute.

2) No employee shall, without the previous sanction of the Chancellor or such authority or authorities prescribed by him, except in the discharge of his official duties, take part in the registration, promotion or management of any Bank or other Company, which is required to be registered under the companies Act or in co-operative society functioning for the benefit of the employees and is registered under the Karnataka Co-operative Societies Act 1959 or a Literary, Scientific, Charitable, Academic and Cultural Society.

3) No employee shall, accept any fee for any work done by him or any public body or any private person, without the general or special sanction of the Chancellor.

14. PROPER USE OF AMENITIES:

No employee shall misuse or carelessly use the amenities, provided for him by the University to facilitate the discharge of his official duties.

15. USE OF SERVICE WITHOUT PAYMENT:

No employee shall, without making proper and adequate payment, avail himself of any service or entertainment, for which a hire or price or admission fee is charged.



16. INVESTMENT, LENDING AND BORROWING:

1) No employee shall speculate in any stock or share.

EXPLANATION:

Frequent purchase or sale or both, of shares or securities shall be deemed to be speculation within the meaning of this Statute.

2) No employee shall, make or permit any person acting on his behalf, to make any investment which is likely to embarrass or influence him in the discharge of his official duties.

3) No employee shall, except with the previous sanction of the Vice-Chancellor or such authority as he may specify, and save in the ordinary course of business with a Bank or a firm of standing, duly authorised to conduct banking business, either himself or through any member of his family or any other person acting on his behalf.

a) Lend or borrow money, as principal or Agent, to or from any person, with whom he has or is likely to have official dealings, or otherwise place himself under any pecuniary obligations to such person, or

b) Lend money to any person at interest or in a manner whereby any return in money or in kind is charged or paid.

Provided that an employee may give to, or accept from a relative or a personal friend, a purely temporary loan free of interest, or operate a credit account with a bonafide tradesman or make an advance of pay to his private employee.

17. INSOLVENCY & HABITUAL INDEBTEDNESS:

An employee shall so manage his private affairs as to avoid habitual indebtedness or insolvency. An employee against whom a legal proceedings instituted for the recovery of any debt due from him or for adjudging him as an insolvent shall forthwith report the full facts of the legal proceedings to the Vice-Chancellor, unless they are due to unforeseen.



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18. MOVEABLE, IMMOVEABLE & VALUABLE PROPERTY:

1) Every employee shall, on his first appointment to and service or post and thereafter at the interval of every twelve months, shall submit returns of his assets and liabilities and months of all members of his family in such form as may be prescribed by the Vice-Chancellor giving the full particulars regarding:-

- a) Immoveable property inherited by him or any member of his family or owned or acquired by him or any member of his family on lease of mortgage, either in his own name or any member of his family or in the name of any other person;
- b) Shares, debentures and cash including Bank Deposits inherited by him or any member of his family or similarly owned, acquired or held by him or by member of his family;
- c) Other moveable worth more than Rupee One thousand inherited by him or by any member of his family or similarly owned, acquired or held by him or by any other member of his family.
- d) Debts or other liabilities incurred by him or any member of his family directly or indirectly.

NOTE: Every employee, who is in service on the date of commencement of these Statutes, shall submit a return under this Statutes, on or before such date, as may be specified by the Chancellor, after such commencement.

EXPLANATION:

The value of articles or daily use such as cloths, utensils, corckery, furniture or books need not be included in such return.

2) No employee or any member of his family shall, except with the previous knowledge of the Chancellor or any other authority specified by him, acquire or dispose of any immoveable property by lease, mortgage, purchase, sale, gift or otherwise either in his own name or in the name of any member of his family.

Provided that the previous sanction of the Chancellor or authority specified by him shall be obtained by the employee, if any transaction is;

- i) with a person having official dealing with the employee, or
- ii) otherwise than through a regular reputed dealer.



3) Every employee shall report to the Chancellor or the authority specified by him, every transaction concerning immoveable property owned or held by him, or any member of his family, either in his own name or in the name of a member of his family, if the value of such property exceeds Rupees One Thousand in the case of an employee holding Class I or Class II post or Rupee Five hundred in the case of an employee holding any class III or class IV posts:-

Provided that the previous sanction of the Chancellor or authority specified by him shall be obtained if such transaction is;

- i) With the person having official dealings with the employee, or
- ii) Otherwise than through a regular or reputed dealer.

4) Every employee shall report to the Chancellor or the authority specified by him, every transaction concerning cash received by him or by any member of his family from sources other than his salary and allowances. Insurance or provident fund, if such cash exceeds Rupees One Thousand in the case of an employee holding Class-II or Class-II Post or Rupees Five hundred in the case of an employee holding any Class-III or Class-IV post.

5) The Chancellor or the authority specified by him may at any time by general or a special offer, require an employee to furnish, within a specified period, a full and complete statement of such moveable or immoveable property held or acquired by him in his own name or in the name of any member of his family, mentioning the source of income, from which such a property was acquired.

EXPLANATION:

For the purpose of this Statutes:

- i) 'LEASE' means lease of immoveable property from year to year or for any term excluding one year;
- ii) 'MOVEABLE PROPERTY' includes;
  - a) Jewellery, Insurance Policies, Provident Fund, Shares, Securities & Debentures;
  - b) Loan advanced by such employee whether secured or not;
  - c) Motor cars, Motor-Cycles or any other means of motorised conveyance; and

d) Refrigerator, Radio, Radiogram, Television Sets, Tape Recorders, Calculators and Transistors.

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19. VINDICATION OF ACTS & CHARACTER OF THE UNIVERSITY EMPLOYEE:

No employee shall have recourse to any court or to the press for vindication of any official act which has been the subject matter of adverse criticism or an attack of a defamatory character, without reporting the matter to the Chancellor, or such authority as he may specify.

20. CANVASSING OF NON-OFFICIAL OR OTHER INFLUENCE:

No employee shall bring or attempt to bring any political or other influence to bear upon any superior authority to further his interest, in respect of matters pertaining to his service under the University.

21. PERSONAL REPRESENTATIONS OF EMPLOYEE:

Any representation by an employee shall only be made through proper channel, whenever addressed to the Chancellor, an advance copy of it may however be submitted to the Chancellor.

22. CONSUMPTION OF INTOXICATION DRINKS & DRUGS:

An employee of the University shall strictly abide by any law relating to intoxicating drinks or drugs in force in any area, in which he may happen to be for the time being.

23. A breach of any of the provisions of these Statutes shall amount to a misconduct for the purpose of CCA Rules.

24. INTEPRETATION:

If any question arise as to the application of any of these Statutes it shall be referred to the Chancellor for his decision.

25. REPEAL AND SAVINGS:

Any Rule corresponding to these Statutes in force immediately before the commencement of these statutes and applicable to employee to whom these apply are hereby repealed.

Provided that any order made or action taken under the Rules so repealed shall be deemed to have been made or taken under the corresponding provisions of these Statutes.

EMPLOYMENT TO DEPENDENTS OF THE UNIVERSITY EMPLOYEES WHO DIE

IN THE SERVICE

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(Under Section 35 (m) of the Act)

STATUTE -

1. TITLE:

These Statutes shall be called "Kuvempu University Service (Employment to dependents of University Employees who die while in service) Statutes 1991".

2. COMMENCEMENT:

These Statutes shall come into effect from the date of assent of the Chancellor.

3. APPLICATION:

These Statutes shall be applicable to all employees of Kuvempu University including Teachers except local candidates.

4. SCOPE:

In the event of the death of the University employee while in Service (excluding service on re-employment) and where the family of the deceased employee stands in need of immediate assistance and there being no other earning member of the family, one of the following members belonging to the family of the deceased shall be provided with an employment in the University service.

1. The following dependents may be considered for appointment in that order, in relaxation of the normal procedure of recruitment.

- a) Wife of the deceased University Employee.
- b) A son (if there is no widow eligible for University Employee of if for any reason she is not willing to accept the job).
- c) An unmarried daughter (if there is no widow or son eligible or willing to accept the job).
- d) Brother of the widow of the deceased University employee (if there is no widow/son/unmarried daughter eligible to accept employment under University).

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2. To avoid misuse of facility which was intended to help families of persons who are undergoing undue hardship the following criteria should be followed to identify the exceptional cases in which there is justification to give appointments on compassionate ground.

i) Applications received from dependents of Group 'D' employees may be considered and decided on the merit of each case.

ii) Applications received from dependents of Group 'C' officials may be considered and decided only if the invalid pension fixed under rules excluding Dearness Allowances and other allowances if any, is less than Rs.600/- (Rupees Six Hundred):

iii) Applications from the dependents of Group 'A' or Group 'B' officials may be considered and decided only if both the following conditions are satisfied;

a) That the Group 'A' or Group 'B' officials has retired before attaining the age of fifty years;


And

b) that the invalid pension fixed under the rules excluding dearness allowances and other allowances if any is less than Rs. 600/- (Rupees Six hundred only) per month.

iv) Application not satisfying the above criteria shall not be considered or recommended to the higher officers.

3. No person shall be eligible for appointment unless he is within the age limit and possesses the qualification and other condition and other conditions prescribed in the rules of recruitment.

4. Application for appointment made beyond 5 years from the date of death of the University employee shall not be considered. Where, however, application is made by the son or daughter of the deceased University employee and he/she was a minor at the time of death of the University employee the time limit for making an application for appointment in such cases shall be a period of three years from the date on which the son or daughter attains the age of 18 years.

5. The benefit of appointment should not be extended to cases of University employees who die during their employment after attaining the age of superannuation and also to cases of local candidates who die during the period of their appointment as local candidates. 

6. Such appointments are confined to the lowest grade in Class III or Class IV post. If the person to be appointed has not passed the SSLC Examination he may be appointed in a Class IV post and if he possess SSLC or any other higher qualification, he may be appointed to the post in Class III available (i.e., post of Second Divisions Clerks or equivalent posts) irrespective of his higher qualifications.

7. The post filled up under these Statutes shall be treated as to have belonged to direct recruitment classification.

8. It is observed that for purpose of appointment on compassionate grounds, detailed verification is being made by some appointing authorities to find out whether or not the applicant belongs to Scheduled Castes, Scheduled Tribes or other Backward Classes for the purpose of making appointment only against the vacancies reserved for corresponding reservation category to which the deceased University employee belonged. It is therefore clarified that the reservation category to which the applicant belongs need be ascertained only for the purpose of determining the maximum age limit in his case and not for any other purpose. Hence, except for the purpose of determining the maximum age limit the community/category to which the applicant belongs is immaterial.

9. Heads of Departments should maintain a register in which the name, designation and date of death of the University employee as well as the name, relationship of the applicant and the post against which he is appointed should be entered so as to verify and avoid the benefit being extended to more than one person in the same family.

10. The Vice Chancellor shall be the competent authority to make appointment under these Statutes. He is also competent to relax the condition of age in deserving cases.

11. Application for such appointment shall be in the form appended to these Statutes.

PROFORMA REGARDING EMPLOYMENT OF DEPENDENTS OF UNIVERSITY

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EMPLOYEES DIES WHILE IN SERVICE

To

I hereby submit my application for appointment on compassionate ground.

1. a) Name of Applicant :
- b) Date of Birth & Age next birthday :
- c) Educational Qualification :
- d) Whether belongs to SC/ST/BT/BCM/BCT
  
2. a) Name of the deceased/retired University employee. :
- b) Post held at the time of death/retirement on medical grounds. :
- c) Date of death/Premature retirement (Death or premature retirement to be specified)
  
3. How is the applicant related to the deceased/retired University employee.
  
4. Whether any other department of the family has been appointed previously on compassionate grounds.

5. Particulars of all dependents of the family:

Sl. No.	Name	Age	Quali- fication	Marital Status	Present profession	How related to the decease/re- tired University employee

I do hereby declare that the facts given by me above are correct to the best of my knowledge. If any of the facts herein mentioned is found to be incorrect or false at a future date, my service may be terminated. I may kindly be appointed on compassionate ground. I also agree to accept any post offered to me in Group-C or Group-D depending on the availability of vacancy in your department.

Place:

Date:

Signature of Applicant.

PROFORMA-II

PROFORMA REGARDING EMPLOYMENT OF DEPENDENTS OF UNIVERSITY



EMPLOYEES DIED WHILE IN SERVICE

(To be furnished by the Head of Department)

- 
1. a) Name and designation of the deceased/  
retired University employee & the  
date of his death/retirement (Death  
or retirement to be clearly indicated)
  - b) Date on which he would have retired  
on superannuation
  - c) Whether his appointment was as local  
candidate or on reemployment/extension  
at the time of death/premature  
retirement.
  - d) Name of the dependent who has been  
appointed on compassionate ground.
  - e) Post and scale of pay in which  
appointed.
  - f) How he/she is related to the  
deceased retired University  
employee.
  - g) Whether any other dependent of the  
family has been appointed in the  
post on compassionate ground?
  - h) Date on which the application was  
made.
  - i) Date on which appointment order  
was issued.
- 

DECLARATION OF THE HEAD OF OFFICE

I do hereby declare that the facts given above are found to be correct as verified from the records of this office. I also declare that none of the son/daughter/or near relative of the deceased University employee has been appointed on compassionate ground previously.

Signature of the Head of  
the Department.



DRAFT STATUTE RELATING TO THE ESTABLISHMENT OF THE DEPARTMENT OF STATISTICS AND THE INSTITUTION OF THE POSTS THEREIN THE POST GRADUATE CENTRE, DAVANGERE OF KUVEMPU UNIVERSITY.



1. TITLE AND COMMENCEMENT:

i. These statutes shall be called "Statutes relating to the establishment of the Department of Statistics in the Post-graduate Centre, Davangere of Kuvempu University and the institution of posts therein".

ii. These Statutes are in accordance with Sections 27 (g); 35 (f) (i) (m) and 36 (2) & (3) of KSU Act 1976.

iii. These Statutes shall come into force from the date on which they are assented to by the Chancellor.

2. The following posts shall be instituted in the Department BUSINESS ADMINISTRATION, Faculty of Commerce, on a permanent basis.

(a) Teaching:	1. Professor	- -	One
	2. Reader	- -	One
	3. Lecturers	- -	Two
(b) Non-teaching:	1. Typist-cum-Clerk	- -	One
	2. Attender	- -	One

3. The qualification and the pay scale shall be the same as prescribed for such posts by the UGC or in any other Post-graduate Departments in Karnataka State Universities.

4. The Service conditions, the code of conduct etc., for the teachers and the non-teachers shall be governed by the Statutes and Ordinances of the Kuvempu University.

1) Must be Grade Department

KUVEMPU UNIVERSITY

Sub: Kuvempu University Service (Ministerial Recruitment Statutes)

1. These Statutes shall be known as Kuvempu University Service (Ministerial) Recruitment amendment Statutes 1992.
2. These Statutes shall come into force from the date of the Chancellor's assent.

EXISTING STATUTES

Category	Pay Scale	Minimum Qualification	Period of Probation	Method of Recruitment
Senior Assistant	1600-40-1800-50- 2300-75-2900-90- 2990	<u>FOR FIRST DIVISION CLERKS:</u> i) Must have passed the Advanced Grade Departmental Examination ii) Must have put in a continuous service of -5- (five) years as first Division Clerk	--	By Promotion only from among the First Division Clerks and Stenographers on the basis of seniority cum-merit
				The ratio for promotion between the First Division clerks and Stenographers shall be 6:1 respectively.

FOR STENOGRAPHERS:

- i) Must have passed the Advanced Grade Departmental Examination
- ii) For erstwhile Stenographers Grade-I, Stenographers Grade-II and Stenographers must have put in a continuous service of five years.

-- do --

PROPOSED AMENDMENT

FOR FIRST DIVISION CLERKS:

Senior Assistant 1600-40-1800-50-  
2300-75-2900-90-  
2990.

- i) Must have passed the Advanced Grade Departmental Examination





Category	Pay Scale	Minimum Qualification	Period of Probation	Method of Recruitment

ii) Must have put in a continuous Service of 5 (five) years as First Division Clerk.

By Promotion only from among the First Division Clerks and Stenographers on the basis of Seniority-cum-merit.

FOR STENOGRAPHERS:

- i) Must have passed the advanced grade Departmental examination.
  - ii) For erstwhile stenographers grade-I, Stenographers grade-II and Stenographers.
  - iii) Must have put in a continuous service of five years as stenographer.
- The Ratio for promotion between the First Division Clerks and Stenographers shall be 5:2 respectively.

"Provided that if First Division Clerks/ Stenographers who have put in a minimum service of five years are not available in the respective cadres persons who have put in a minimum service of three years in the respective cadres may be considered.

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