



Dr. B.R. Ambedkar University Delhi

**Minutes of the 36th meeting of
Academic Council**

Held on 22.10.2024 at 12:00 Noon

Dr.B.R. Ambedkar University Delhi

(Estd. by Govt. of NCT of Delhi vide Act 9 of 2007)

No.F.AUD/26-3(10)/Govt./36th AC/2024

Dated: 22.10.2024

The 36th Meeting of the Academic Council was held on 22.10.2024 at 12:00 Noon in the Conference Hall, Dr. B.R. Ambedkar University Delhi, Kashmere Gate, Lothian Road, Delhi 110 006.

The following members were present during the meeting:

1. Professor Anu Singh Lather, Vice Chancellor, Dr.B.R.Ambedkar University Delhi
2. Professor Jagmohan Singh Rajput, Former Director, NCERT, Nominee of the University Grants Commission (UGC) – External Member
3. Professor Kartik Dave, Dean, School of Management, Dr.B.R.AUD
4. Professor Lawrence Liang, Dean, School of Legal and Socio-Political Studies, Dr.B.R.AUD
5. Professor Nakkeeran Nanjappan, Dean, School of Public Policy & Governance, Dr.B.R.AUD
6. Professor Rukmini Sen, Dean, School of Heritage Research and Management & Director, Centre for Publishing, Dr.B.R.AUD
7. Professor Deepita Chakravarty, Dean, School of Development Studies, Dr.B.R.AUD
8. Professor Sitansu Sekhar Jena, Dean, School of Vocational Studies, Dr.B.R.AUD
9. Prof. Sanjay Kumar Sharma, School of Liberal Studies, Dr.B.R.AUD
10. Dr. Anita E. Cherian, Dean (Offg.), School of Culture Creative and Expressions Dr.B.R.AUD
11. Dr. Santosh Kumar Singh, Dean, School of Liberal Studies, Dr.B.R.AUD
12. Dr. Sunita Singh, Dean (Offg.), School of Education Studies, Dr.B.R.AUD
13. Dr. Rachna Chaudhary, Dean (Offg.), School of Human Studies, Dr.B.R.AUD
14. Dr. Urfat Anjem Mir, Dean (Offg.), School of Undergraduate Studies, Dr.B.R.AUD
15. Dr. Oinam Hemlata Devi, Dean (Offg.), School of Human Ecology, Dr.B.R.AUD
16. Dr. Kritika Mathur, Assistant Professor, School of Management, Dr.B.R.AUD
17. Shri Rajeev Talwar, CMA, Controller of Finance and Registrar (Link Officer) & Secretary, Academic Council, Dr.B.R.AUD
18. Dr. Nitin Malik, Registrar and Secretary, Academic Council Dr.B.R.AUD

Leave of Absence (Internal Members)

Professor Satyaketu Sankrit, Proctor & Dean, School of Letters, Dr.B.R.AUD; Professor Abhay Kumar Dubey, Director, Centre for Research and Archiving in India and Indigenous Languages & Knowledge System; Professor Amit Kumar Mishra, Dean, School of Global Affairs, Dr.B.R.AUD and Prof. Babu P. Remesh, School of Development Studies, Dr.B.R.AUD could not attend the meeting due to leave/pre-occupation.

Opening Remarks of the Vice Chancellor

At the outset, the Vice Chancellor extended a warm welcome to all the members of the Academic Council to its 36th meeting. The Vice Chancellor informed the members about the following initiatives which have been undertaken by the university between the last meeting held on 07.08.2024 and the present meeting:

1. It was informed that the University is among the top 10 institutions in the country in terms of student preference in CUET registrations for 2024-25. The University has received 3,99,010 CUET registrations for UG and PG programmes combined. The University has continued to maintain this preferential position in the past years. The admissions are being conducted through NTA's National Common Entrance Test (NCET) for two Integrated Teacher Education Programmes (ITEPs). The PhD Admissions through UGC NET examination score and interviews will begin soon. The student orientations have been completed for all UG and PG programmes.
2. It was informed that the Common Orientation Programme for UG students was organised on 10.09.2024. Vice Admiral (Retd.), Shri Shekhar Sinha, was the Chief Guest. As per the mandates of the UGC, student interaction with the Ombudsperson, Prof. S.C. Sharma, was a part of the programme.
3. The Vice Chancellor informed the Academic Council about the Research Status and Grants:
 - The University's current Web of Science H-Index is 13, with a total 186 journal publications and 616 citations (excluding self-citations).
 - Seed Money Grant for Faculty Research Scheme: Till date 53 Seed Money Grants have been awarded to faculty members. In 2023-24, 11 such grants have been awarded.
 - Major Research Grants: 38 such projects have been awarded of which 7 projects are ongoing in different areas ranging from grant awards between Rs. 1 lakh to 8.5 lakhs.
 - ICSSR projects: Five ICSSR projects have been awarded to the University faculty & officers and are currently ongoing. The details are as under:

Sl.	Name	Project	Budget (Rs.)
1	Prof. Anu Singh Lather (PI) / Dr. Hemlata Oinam (Co-Director) and others [Under special call for Collaborative Research Projects on Vision Viksit Bharat@2047]	Aligning Traditional Knowledge System and Modern Sustainable Livelihood Practices with Viksit Bharat Vision for Resilient North-Eastern Communities: A Longitudinal Empirical Study	70 lac
2.	Dr. Nitin Malik	Impact of Long Covid on the Mental health problems of the youth in perception of their health and hygiene in the Delhi and NCR	5 lac
3.	Dr. Rishabh Kumar Mishra	Tribal Folklore based Pedagogy: Implications for Cultural and Content Area Literacy	7.5 lac
4.	Dr. Amit Singh (PI) / Dr. Bhoomika Meiling (Co-PI)	Kumbh Mela Conciousness and its Folk Imagination	19 lac
5.	Prof. Kartik Dave	A study of Consumer Behaviour and Co-creation of Waste Electrical and Electronic Equipment (WEEE) Management in Selected North Western States of India	17 lac

- It was informed that as per approved policy for travel grant for 1 International and 2 National Conferences per year to each faculty member of the University, travel grants have been awarded to 08 faculty members and 11 PhD scholars in 2024 till date.
 - It was informed that during 2023-24, a new initiative was proposed by the University, whereby ICSSR proposals that were not successful, were reviewed and assessed for the award of AUD Major/Minor grants.
 - It was informed that the Government of NCT of Delhi launched Entrepreneurship Development Programme for the students of Higher Education. They have sanctioned a grant of Rs. 5000 per student for 37 students for Entrepreneurship Development.
 - It was informed that the University signed a MoU with Delhi Development Authority on 30.08.2024, with the objective of facilitating mutual cooperation and research work in the areas of urban development and heritage management and research.
4. It was informed that the 2nd year in running, Season 2 of "Friend of the Court" podcast co-produced by the Anil Divan Foundation and SLGC won the Best Podcast Award in category Society & Culture, at India Audio Summit - in top 50 Apple Podcast list.

5. It was informed that the Bharat Ratna Awardee's Book Corner was inaugurated at the Kashmere Gate Library 16.08.2024, along with the Summon Discovery Service: AUD's E-Library.
6. It was informed that the University has initiated AUD-Vice Chancellor's Internship Scheme (AUD-VIS) with a vision to enable students to be active stakeholders in institutional development, gain administrative skills and experience, and simultaneously receive stipend for supporting their studies. The scheme will be open for up to 50 students each year who will receive a stipend on per day engagement basis with up to Rs. 6000/- per intern in an academic year.
7. It was informed that the T&P Cell organized 22 campus placements & Internship drives and 16 students have been selected by the various companies.
8. It was informed that the students of School of Liberal Studies (SLS) have done internship with the National Minorities Development and Finance Corporation (NMDFC), Ministry of Minority Affairs, Government of India.
9. It was informed that the University has established the Bharat Ratna Awardee's Book Corner at the Kashmere Gate Campus Library. The corner was inaugurated on 16.08.2024, along with the Summon Discovery Service: AUD's E-Library.
10. It was informed that students from ITEP at the School of Education Studies were invited to perform at a cultural programme on the 30th Foundation Day of the National Council for Teacher Education, organised at Kaushal Bhawan on 17.08.2024.
11. It was informed that the International Affairs Division of the University in collaboration with University of Cologne and Max Planck Institutes successfully organised a two day in person workshop on Grant Writing and the EU research landscape from 06.09.2024 to 07.09.2024 at its Karampura campus.
12. It was informed that the School of Letters organized speech, essay writing and poetry competitions during a two-day literary festival on the occasion of Hindi Diwas from 17.09.2024 to 18.09.2024.
13. It was informed that the University celebrated Tree Plantation Week from 23.09.2024 to 29.09.2024 focusing on urban greening through plantation drives across all the campuses of the University, thus reinforcing the university's commitment to environmental sustainability.
14. It was informed that the University celebrated Van Mahotsav Week from 23.09.2024 to 29.09.2024, focusing on urban greening through a plantation drive. Under the theme 'Ek Ped Maa Ke Naam', tree plantation drives were conducted across five campuses: Kashmere Gate, Karampura, Lodhi Road, Dheerpur and Rohini.

15. It was informed that the University has initiated its Annual Research Festival, Shodhotsav, in September 2024. The following activities were organised:
- Shodhotsav was inaugurated on the Teachers' Day, 5.09.2024, with a public lecture titled Temples, Dacoits and an Archaeologist in the Chambal Ravines delivered by Padma Shri K. K. Muhammed, an eminent archaeologist and Former Regional Director (North), Archaeological Survey of India.
 - A Research Ideation Fest was organised from 20.09.2024 to 30.09.2024. The University received a total of 88 registrations of teams including 21 teams from colleges and universities in Delhi NCR and 67 teams were from the university. The event saw enthusiastic participation with nearly 200 participants including students and their mentors/faculty.
 - Grant Writing Workshop, Book Talks by AUD Faculty, and Industry Connect Events were organised on 14.10.2024 and 16.10.2024 across campuses.
 - Two national conferences, one for faculty members and one for young scholars, were organised on 15.10.2024 and 16.10.2024. A total of 16 papers were presented in the faculty conference by presenters from various institutions and 32 papers were presented from various institutions in the young scholars' conference.
 - The Ambedkar University Research Publication Incentivisation Scheme (AURPIS) Awards and Valedictory Programme were organised on 18.10.2024. Under AURPIS, a total prize money of Rs.4,30,250/- was awarded to the faculty members. The details of the award are given below:

Number of Faculty who applied for the AURPIS Scheme in 2024	43
Number of Articles which were considered for the awards	102
Number of Articles which were published in January-December 2023 and were found eligible	73
Number of Distinguished Researcher Awardees	2
Number of Outstanding Researcher Awardees	2
Number of Commendable Researcher Awardees	3
Number of Good Researcher Awardees	26
Total number of Journal Articles Awarded	47

The Academic Council congratulated Dr.B.R.Ambedkar University Delhi for achieving different milestones in Academic and Administrative field. The Academic Council appreciated the University for making the Shodhotsav Annual Research Festival a big success. Along with, the Academic Council appreciated Dean, SES for the initiation of the ITEP programs.

The Academic Council further applauded the efforts made by Hon'ble Vice Chancellor in the rapid progress of the University in the Academic growth along with efficiency in administration.

Agenda 36.1 : Confirmation of the Minutes of the 35th Meeting of the Academic Council held on 07.08.2024

The Minutes of the 35th Meeting of the Academic Council held on 07.08.2024, were circulated among all the members vide email and hard copy dated 12.08.2024. No observations and comments were received from any of the members.

Decision : The Academic Council confirmed the minutes of its 35th meeting held on 07.08.2024.

Agenda 36.2 : Action Taken Report (ATR) on the decisions taken in the 35th meeting of the Academic Council

Action Taken Report on the decisions taken in the 35th meeting of the Academic Council held on 07.08.2024 was placed before the Academic Council.

Decision : The Academic Council deliberated on the Action Taken Report. After detailed deliberations, the following observations were made by the Academic Council:

Resl.	Decision	Current Action Taken
35.2	The Council resolved to note the ATR on the decisions taken in the 34 th meeting held on 09.05.2024 Decision: The Academic Council noted the Action Taken Report.	Recorded.
34.2	The Council resolved to note the ATR on the decisions taken in the 33 rd meeting held on 11.03.2024 Decision: The Academic Council noted the Action Taken Report. i) The Academic Council noted that the School of Education Studies, in compliance of the Resolution No. 33.13 passed by the Academic Council in its 33 rd meeting held on 11.03.2024 has not initiated action on collaboration with Mahatma Gandhi Institute of Education for Peace and Sustainable Development, 35, Ferozshah Road, Connaught Place, Copernicus Marg, New Delhi, Delhi 110001 and Inter University Centre for Teacher Education (IUCTE),	The Action Taken Report in respect of this agenda was noted by the Academic Council. The Academic Council suggested Dean, Planning to initiate signing of MoU with the Inter-University Teacher Education (IUCTE), BHU Varanasi and Mahatma Gandhi Institute of Education for Peace and Sustainable Development, at the earliest. It was resolved that follow up will be carried out through

Resl.	Decision	Current Action Taken
	Banaras, for possibilities of collaboration in the field of Teacher Education and Signing a MoU. After due deliberations, the Academic Council recommended the School of Education Studies to carry out action on the Resolution No. 33.13 within 15 days and submit the Action Taken Report on the same to the Vice Chancellor with a copy marked to the Governance Division and Planning Division. ii) The Academic Council noted that the Director, SHRM in response to the Resolution No. 33.20 passed by the Academic Council in its 33rd meeting held on 11.03.2024 has sent the matter to the Director, HRDC for the conduct of workshops/ training of staff members of Schools and Divisions on the Citizen Charter. However, the said action has not been initiated. Accordingly, the Academic Council recommended to inform the Director, HRDC to initiate action in the above matter within 15 days.	Registrar Office in this regard.
34.4	To consider the recommendation made by the Board of Studies, School of Human Studies in approving the new course for MA Gender Studies IKS course title "Being in the World, Knowing the World: Bhakti as Jnāna -Indian Women and their Spiritual Quests" Decision: In exercise of the powers conferred under the University Act 24 (1) sub clause (vi) and (xiv), the Academic Council deliberated on the matter and resolved to refer back the agenda to the School for the revisiting/reformulation of the IKS course in consultation with other Universities/ Organizations. The Academic Council further authorized the Vice Chancellor to approve the courses and to report the same in its next meeting. The Academic Council also suggested the Centre for Research and Archiving in India and Indigenous Language & Knowledge System (CRA-IILKS) for inviting experts from other organization/ institutes such as Centre for Oriental Studies, MS University of Baroda and other related organisations for formulating IKS courses. The Academic Council also suggested the CRA-IILKS to consult University IKS Committee for their inputs.	The Academic Council noted that the School has revised the IKS courses in light of the resolution passed by the Academic Council in its 35 th meeting held on 07.08.2024 and the same will be reported in the next IKS meeting tentatively scheduled on 19.11.2024.

Resl.	Decision	Current Action Taken
34.6	To consider the recommendation made by the Board of Studies, School of Human Studies in approving the new course for MA Psychology IKS course title "Self and Psychology in the Indian Knowledge Tradition" Decision: In exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council deliberated on the matter and resolved to refer back the agenda to the School for the revisiting/reformulation of the IKS course in consultation with other University/Organization. The Academic Council further authorized the Vice Chancellor to approve the courses and to report the same in its next meeting.	The Academic Council noted that the School has revised the IKS courses in light of the resolution passed by the Academic Council in its 35th meeting held on 07.08.2024 and the same will be reported in the next IKS meeting tentatively scheduled on 19.11.2024.
34.10	To consider the creation of teaching posts due to introduction of new MA in Public Policy and Governance (MAPPG) programme in the School of Public Policy and Governance, Dr.B.R.Ambedkar University Delhi Decision: In exercise of the powers conferred under the University Act 24 (1) sub clause (ii) and (vi), the Academic Council deliberated on the matter and resolved to recommend the proposal to the Board of Management for creation of posts due to introduction of new MA in Public Policy and Governance (MAPPG) programme in the School of Public Policy and Governance, Dr.B.R. Ambedkar University Delhi as per UGC Regulations 2018 and Govt. of NCT of Delhi norms.	The Academic Council noted the Action Taken Report.
34.11	To consider the recommendations made by the Board of Studies, School of Global Affairs in approving the courses for the existing BA programmes Decision: In exercise of the powers conferred under the University Act 24 (1) sub clause (vi) and (xiv), the Academic Council deliberated on the matter and resolved to approve the recommendations made by the Board of Studies of School of Global Affairs in approving the courses for the existing BA programmes. The Academic Council suggested the School to explore Memorandum of Understanding (MoU) with National Institute of Disaster Management (NIDM) for designing programme/courses in Disaster Management.	The Academic Council noted the information and recommended School of Global Affairs, SGA to sign MoU with NIDM by 15.11.2024.

Resl.	Decision	Current Action Taken
34.13	To ratify the decision made by the Competent Authority in approving the recommendations made by the Board of Studies regarding the new courses for existing UG and PG Programmes of the School of Global Affairs Decision: The Academic Council deliberated on the matter and resolved to ratify the decision made by the Competent Authority in approving the recommendations made by the Board of Studies regarding the new courses for existing UG and PG Programmes of the School of Global Affairs.	The Academic Council noted the Action Taken Report.
34.17	To report the action taken on resolution No.32.8 passed by the Academic Council, pertaining to the draft Orphan Policy/guidelines Decision: The Academic Council noted the information.	The Academic Council noted the Action Taken Report.
34.18	To report the Admission Brochure 2024-2025 of Dr. B.R. Ambedkar University Delhi Decision: The Academic Council noted the information.	The Academic Council noted the Action Taken Report.
34.25	To deliberate and consider the proposal for starting D.LITT/D.SC/D.ED/LL.D at Dr.B.R. Ambedkar University Delhi Decision: In exercise of the powers conferred under Section 24 (1) (xvii) and Statute 12(1)(a), the Academic Council deliberated and appreciated the proposal of Dr.B.R.Ambedkar University Delhi for the commencement of D.LITT/D.SC/D.ED/LL.D. The Academic Council recommended to constitute a sub-committee to carry out the modalities for D.LITT/D.SC/ D.ED/LL.D and authorized the Vice Chancellor to taken further necessary action in the matter.	The Action Taken Report on this agenda was placed before the Academic Council seapartely.
35.3	To consider the introduction of a new course "Constitutional Foundations of Criminal Procedure" in BA (Law and Politics) programme in the School of Legal and Socio-Political Studies (SLPS) Decision: The Academic Council deliberated on the matter pertaining to the introduction of a new course "Constitutional Foundations of Criminal Procedure" in the School of of Legal and Socio-Political Studies (SLPS). After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi) and (xiv), the Academic Council considered and resolved to approve tthe proposal of the School regarding	The Academic Council noted the information.

Resl.	Decision	Current Action Taken
	introduction of a new course “Constitutional Foundations of Criminal Procedure” in School of Legal and Socio-Political Studies (SLPS). The Academic Council further suggested the School to mention the details of the latest editions in their book references.	
35.4	To consider the recommendations made by the Board of Studies, School of Education Studies regarding course structure of the Integrated Teacher Education Programmes (BABEd Preparatory and BABEd Secondary) Decision: The Academic Council deliberated on the recommendations made by the Board of Studies, School of Education Studies regarding course structure of Integrated Teacher Education Programmes (ITEP) Preparatory and Secondary. The Academic Council noted that the courses reflect value nurturance among student teachers. It was discussed that the preparation of courses, especially related to pedagogy and school experience focus on social justice and inclusion and transaction of these courses will be coordinated by a strong mentorship component by the school faculty. This mentorship will also enable the student teachers to connect with the social contexts of the classroom, reflect upon these experiences and also understand challenges new contexts bring about. These courses are pivotal for the professional growth of the students. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi) and (xiv), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Education Studies regarding course structure of the Integrated Teacher Education Programmes (BABEd Preparatory and BABEd Secondary). Further, the Academic Council suggested to change the title of the course on “The World Around Us” to “India and the World Around Us”. Since this is a core pedagogy course at the preparatory stage, clarification may also be sought from the NCTE regarding change in title. It was suggested the course content should not include a focus on the socio-economic-cultural and geographical contexts of India.	After due deliberations, the Academic Council noted that the Integrated Teacher Education Programmes (ITEP) are offered across four stages (Foundational, Preparatory, Middle, and Secondary) with two being implemented at AUD (Preparatory and Secondary). Prof. J. S. Rajput proposed that the university write to the National Council for Teacher Education (NCTE) to bring flexibility in the grades candidates become eligible to teach in. The four distinct stages would limit the career prospects and may also impact the compensation and pay package. The structured approach may also have implications for the future of the programme.

Resl.	Decision	Current Action Taken
35.5	To consider the recommendations made by the Board of Studies, School of Vocational Studies regarding Semester 5 & 6 skill courses of the 4 Year BVoc programmes in Early Childcare Centre Management and Entrepreneurship (ECCME) Decision: The Academic Council deliberated on the recommendations made by the Board of Studies, School of Vocational Studies. After due deliberations and in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies of School of Vocational Studies regarding Semester 5 & 6 skill courses of the 4 Year BVoc programmes in Early Childcare Centre Management and Entrepreneurship (ECCME).	The Academic Council noted the information.
35.6	To consider the recommendations made by the Board of Studies, School of Vocational Studies regarding Semester 5 & 6 skill courses of the 4 Year BVoc programmes in Accounting and Finance Decision: The Academic Council deliberated on the recommendations made by the Board of Studies, School of Vocational Studies. After due deliberations and in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies of School of Vocational Studies regarding Semester 5 & 6 skill courses of the 4 Year BVoc programmes in Accounting and Finance.	The Academic Council noted the information.
35.7	To consider the recommendations made by the Board of Studies, School of Vocational Studies regarding Semester 5 & 6 skill courses of the 4 Year BVoc programmes in Tourism and Hospitality Decision: The Academic Council deliberated on the recommendations made by the Board of Studies, School of Vocational Studies. After due deliberations and in exercise of the powers conferred under the University Act 24(1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies of School of Vocational Studies regarding Semester 5 & 6 skill courses of the 4 Year BVoc programmes in Tourism and Hospitality.	The Academic Council noted the information.

Resl.	Decision	Current Action Taken
35.8	To consider the recommendations made by the Board of Studies, School of Vocational Studies regarding Semester 5 & 6 skill courses of the 4 Year BVoc programmes in Retail Management Decision: The Academic Council deliberated on the recommendations made by the Board of Studies, School of Vocational Studies. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies of School of Vocational Studies regarding Semester 5 & 6 skill courses of the 4 Year BVoc programmes in Retail Management.	The Academic Council noted the information.
35.9	To consider the recommendations made by the Board of Studies, School of Vocational Studies regarding GEC courses to be offered in the 5 and 6 semesters to all 4 BVoc Programmes currently offered in SVS Decision: The Academic Council deliberated on the recommendations made by the Board of Studies, School of Vocational Studies. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies of School of Vocational Studies GEC courses to be offered in the 5 and 6 semesters to all 4 BVoc Programmes currently offered in SVS. The Academic Council further recommended that the proposal be placed before the centralized IKS Committee for deliberations and consideration.	The Academic Council noted the information.
35.10	To consider the recommendations made by the Board of Studies, School of Vocational Studies regarding the proposal to replace the approved course title on 'Health, Wellness & Yoga' of 2 credits of the 4-year BVoc programme structure with that of the already existing course on "Developing Soft Skills" of 2 credits Decision: The Academic Council deliberated on the recommendations made by the Board of Studies, School of Vocational Studies. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the	The Academic Council noted the information and suggested Dean, SVS to initiate signing of MoU with Morarji National Institute of Yoga in coordination with Dean, Planning.

Resl.	Decision	Current Action Taken
	recommendations made by the Board of Studies of School of Vocational Studies to replace the already approved course title on 'Health, Wellness & Yoga' of 2 credits of the 4-year BVoc programme structure with that of the already existing course on "Developing Soft Skills" of 2 credits.	
35.11	To consider the recommendations made by the Board of Studies, School of Vocational Studies regarding creation of additional core-faculty positions in SVS as per the student faculty ratio notified by the UGC Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Vocational Studies regarding creation of additional core-faculty positions in SVS as per the student faculty ratio notified by the UGC. The Academic Council noted that the School has placed the proposal for creation of the post after a gap of more than three years without giving adequate justification regarding the requirement of additional posts. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (ii) & (vi): a) The Academic Council referred back the agenda to the Board of Studies, SVS for providing the adequate justification in the matter. The Academic Council further authorized the Vice Chancellor to take necessary action in the matter. b) The Academic Council also recommended that the schools should send the faculty requirements to the Competent Authority without delay.	The Academic Council noted the information.
35.12	To consider the recommendations made by the Board of Studies, School of Global Affairs regarding draft outline of BA Internship Structure Decision: The Academic Council deliberated on the recommendations made by the Board of Studies, School of Global Affairs. In exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies of School of Vocational Studies regarding draft outline of BA Internship Structure.	The Academic Council noted the information.

Resl.	Decision	Current Action Taken
35.13	To consider the recommendations made by the Board of Studies (BoS), School of Human Ecology in approving the new course for MA Environment and Development IKS course titled "Traditional Knowledge Systems of India" Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Human Ecology. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and in-principle approved the recommendations made by the Board of Studies of School of Human Ecology regarding the new course for MA Environment and Development IKS course titled "Traditional Knowledge Systems of India". The Academic Council further recommended that the proposal be placed before the centralized IKS Committee for deliberations and consideration.	The Academic Council noted the information.
35.14	To consider the revision in the credit requirement of the MA programme in the School of Human Ecology with an increase in total credits from 64 to 68 credits Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Human Ecology. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the revision in the credit requirement of the MA programme with an increase in total credits from 64 to 68 credits and revision in the credit requirement of Postgraduate Diploma in Environment and Development from 32 to 36 credits.	The Academic Council noted the information.
35.15	To consider the proposal of the School of Human Ecology for increase in the number of credits that can be opted by a MA student from outside the School Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Human Ecology. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Human Ecology regarding increase in the number of credits that can be opted by a MA student from outside the School.	The Academic Council noted the information.

Resl.	Decision	Current Action Taken
35.16	To consider the proposal of the School of Human Ecology for approval of SWAYAM courses to be offered as elective courses in the MA programme Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Human Ecology. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Human Ecology regarding approval of SWAYAM courses to be offered as elective courses in the MA programme.	The Academic Council noted the information.
35.17	To consider the proposal of School of Human Ecology for appointing external examiners for conducting the viva voce examination of MA dissertation course (SHE2ED204) Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Human Ecology. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Human Ecology regarding for appointment of external examiners for conducting the viva voce examination of MA dissertation course (SHE2ED204).	The Academic Council noted the information.
35.18	To consider the recommendation made by the Board of Studies (BoS), School of Human Ecology in approving the proposal of the School to start a new elective course for MA Environment and Development titled "Gender and Environment" Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Human Ecology. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Human Ecology to start a new elective course for MA Environment and Development titled "Gender and Environment".	The Academic Council noted the information.

Resl.	Decision	Current Action Taken
35.19	To consider the recommendation made by the Board of Studies (BoS), School of Human Ecology in approving the revised course for MA Environment and Development titled "Environmental History" Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Human Ecology. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Human Ecology regarding the revised course for MA Environment and Development titled "Environmental History".	The Academic Council noted the information.
35.20	To consider the recommendation made by the Board of Studies (BoS), School of Human Ecology in approving the revised course for MA Environment and Development titled "Environmental Law, Policies and Governance" Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Human Ecology. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Human Ecology regarding the revised course for MA Environment and Development titled "Environmental Law, Policies and Governance".	The Academic Council noted the information.
35.21	To consider the recommendations made by the Board of Studies (BoS), School of Human Ecology to approve the revision and renaming of the PhD elective course SHE3ED103 for the PhD programme in Human Ecology Decision: The Academic Council deliberated on the recommendations made by the Board of Studies, School of Human Ecology. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Human Ecology regarding revision and renaming of the PhD elective course SHE3ED103 to be offered in the PhD programme in Human Ecology.	The Academic Council noted the information.

Resl.	Decision	Current Action Taken
35.22	To consider the revision of credit requirements for Postgraduate programmes offered by School of Liberal Studies, in light of UGC draft curriculum and credit framework for PG programmes, 2023 Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Liberal Studies. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Liberal Studies regarding revision of credit requirements for Postgraduate programmes offered by School of Liberal Studies, in light of UGC draft curriculum and credit framework for PG programmes, 2023.	The Academic Council noted the information.
35.23	To consider the proposal of programme restructuring of the MA Economics Programme, School of Liberal Studies Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Liberal Studies. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Liberal Studies regarding the proposal of programme restructuring of the MA Economics Programme, School of Liberal Studies.	The Academic Council noted that decision has been implemented.
35.24	To consider the proposal for introduction of elective courses of MA Economics Programme, School of Liberal Studies Decision: The Academic Council deliberated on the recommendations made by the Board of Studies, School of Liberal Studies. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Liberal Studies regarding the proposal of elective courses of MA Economics Programme, School of Liberal Studies.	The Academic Council noted that decision has been implemented.

Resl.	Decision	Current Action Taken
35.25	To consider the proposal of revision of courses of MA Economics programme, School of Liberal studies Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Liberal Studies. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Liberal Studies regarding revision of courses of MA Economics programme, School of Liberal studies.	The Academic Council noted that decision has been implemented.
35.26	To consider the proposal of a new elective course, 'Sociology of Organizations', as part of the MA Sociology Program, School of Liberal Studies Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Liberal Studies. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Liberal Studies regarding new elective course, 'Sociology of Organizations', as part of the MA Sociology Program, School of Liberal Studies.	The Academic Council noted that decision has been implemented.
35.27	To consider the proposal regarding offering of MOOCs courses as part of MA Economics Programme, School of Liberal Studies Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Liberal Studies. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Liberal Studies regarding offering of the MOOCs courses as part of MA Economics Programme, School of Liberal Studies.	i) The Academic Council noted the Action Taken Report. ii) The Hon'ble Vice Chancellor and Chairperson, Academic Council recommended all the Schools to quickly start offering MOOC courses and a circular in this regard be issued by the Dean, Academic Affairs at the earliest. iii) The Hon'ble Vice Chancellor and Chairperson, Academic Council suggested
35.28	To consider the proposal for offering of the MOOC courses as part of the MA Sociology Programme, School of Liberal Studies	

Resl.	Decision	Current Action Taken						
	Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Liberal Studies. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Liberal Studies regarding the proposal for offering of the MOOC courses as part of the MA Sociology Programme, School of Liberal Studies.	Dean, Academic Affairs & Dean, Planning to carry out the modalities for offering MOOC courses in consultation with expert from JNU and DU.						
35.29	To consider the proposal for offering of MOOC courses as part of the MA History Programme, School of Liberal Studies Decision: The Academic Council deliberated on the recommendations made by the Board of Studies of School of Liberal Studies. After due deliberations, in exercise of the powers conferred under the University Act 24 (1) sub clause (vi), the Academic Council considered and resolved to approve the recommendations made by the Board of Studies, School of Liberal Studies regarding the proposal of MOOC courses as part of the MA History Programme, School of Liberal Studies.							
35.30	To consider the proposal for prescribing the ratio for shortlisting the candidates to be called for interview for appointment to the post of Assistant Professor, Associate Professor and Professors in the University Decision: The Academic Council deliberated on the proposal for prescribing the ratio for shortlisting the candidates to be called for interview for appointment to the post of Assistant Professor, Associate Professor and Professors in the University. After due deliberations, in exercise of the powers conferred under the University Act Section 24 (1) sub clause (xvii) and UGC Regulations, 2018, the Academic Council recommended the following proposal for prescribing the ratio for shortlisting the candidates to be called for interview for appointment to the post of Assistant Professor, Associate Professor and Professors. <table border="1"> <thead> <tr> <th>Sl No</th><th>Number of the Posts</th><th>Number of the candidates to be called for the Interview</th></tr> </thead> <tbody> <tr> <td>1</td><td>01</td><td>30</td></tr> </tbody> </table>	Sl No	Number of the Posts	Number of the candidates to be called for the Interview	1	01	30	The Academic Council noted the information.
Sl No	Number of the Posts	Number of the candidates to be called for the Interview						
1	01	30						

Resl.	Decision		Current Action Taken
	2	For more than one post (Posts>01)	30+10*No of Additional Posts (N-1), where N = Number of Posts
	The Academic Council also recommended to place the same before the Board of Management for deliberations and consideration.		
35.31	To consider the inclusion of PWD candidates irrespective of their merit in the API score criteria Decision: The Academic Council deliberated on the matter. After due deliberations, in exercise of the powers conferred under Section 24 (1) sub clause (xvii) of Dr.B.R.Ambedkar University Delhi Act, 2007 and in light of the provisions laid down in the Government GoI/DoPT/GNCTD reservation policies for PWD candidates, the Academic Council recommended to seek legal opinion from the University Counsel in the matter pertaining to the inclusion of PWD candidates irrespective of their merit in the API score criteria. The Academic Council further recommended to place the matter before it in its next meeting.		The Academic Council noted the information.
35.32	To ratify the decision made by the Competent Authority in approving the recommendations made by the Board of Studies for considering the on-the-job (OJT/industry Internship having weightage 8 credits) for 2 months duration instead of one month as mentioned in the 13th meeting of the Board of Studies held on 17.07.2022 Decision: After due deliberations, the Academic Council ratified the decision made by the Competent Authority in approving the recommendations made by the Board of Studies for considering the on-the-job (OJT/industry Internship having weightage 8 credits) training for 2 months duration instead of one month.		The Academic Council noted the information.
35.33	To ratify the decision made by the Competent Authority in approving the recommendations made by the Board of Studies regarding 7 courses offered under existing UG (BA Programme) and PG Programmes of School of Global Affairs Decision: After due deliberations, the Academic Council ratified the decision made by the Competent Authority in approving the		The Academic Council noted the information.

Resl.	Decision	Current Action Taken
	recommendations made by the Board of Studies regarding 7 courses in existing UG (BA Programme) and PG Programmes of School of Global Affairs.	
35.34	To ratify the decision made by the Competent Authority in approving the recommendations made by the Board of Studies regarding placement/ adoption of approved courses in the three BA programmes of School of Global Affairs Decision: After due deliberations, the Academic Council ratified the decision made by the Competent Authority in approving the recommendations made by the Board of Studies regarding placement/ adoption of approved courses in the three BA programmes of School of Global Affairs.	The Academic Council noted the information.
35.35	To ratify the decision made by the Competent Authority in approving the recommendations made by the Board of Studies for considering French 5 and Chinese 5 as core courses for Semester 5 BA Programme in Global Studies Decision: After due deliberations, the Academic Council ratified the decision made by the Competent Authority in approving the recommendations made by the Board of Studies for considering French 5 and Chinese 5 (4 credits) courses as core courses for the Post-NEP BAGS students (5th Semester).	The Academic Council noted the information.
35.36	To ratify the decision made by the Competent Authority in approving the recommendations made by the Board of Studies regarding proposal of the School to replace 'Global Languages - French/Chinese' core with 'Geopolitics' core in BA Global Studies programme from 2024 batch onwards Decision: After due deliberations, the Academic Council ratified the decision made by the Competent Authority in approving the recommendations made by the Board of Studies regarding proposal of the School to replace 'Global Languages - French/Chinese' core with 'Geopolitics' core in BA Global Studies programme from 2024 batch onwards.	The Academic Council noted the information.
35.37	To ratify the decision made by the Competent Authority in approving the recommendations made by the Board of Studies regarding	The Academic Council deliberated on the Action Taken Report and

Resl.	Decision	Current Action Taken
	withdrawal of Partial Repeat Exam (PR) for all BA programs of SGA Decision: After due deliberations, the Academic Council ratified the decision made by the Competent Authority in approving the recommendations made by the Board of Studies regarding withdrawal of Partial Repeat Exam (PR) for all BA programs of School of Global Affairs.	suggested Dean, AES to look into the Policy and place the same before the Academic Council in its next meeting.
35.38	To report the two GEC courses to be adopted from the already approved courses in School of Vocational Studies Decision: The Academic Council noted the above information.	The Academic Council noted the information.
35.39	To report the updated Action Taken Report (ATR) on the Minutes of the 32nd Meeting of the Academic Council held on 12 December, 2023 Decision: The Academic Council noted the above information and recommended all the Schools/Divisions to take action on the resolutions made by the Academic Council within 15 days.	The Academic Council noted the information.

Agenda 36.3 : To consider the Ambedkar University Delhi– Vice Chancellor's Internship Scheme (AUD-VIS)

It was submitted to the Academic Council that Dr. B.R. Ambedkar University Delhi, established under the Government of NCT Delhi is one of the premier institutions of higher education in India. The University is known for its pedagogical learning and innovation transacted across various Schools and Centres catering to students from various sections of our society. **Ambedkar University Delhi- Vice Chancellor's Internship Scheme (AUD-VIS)** is proposed to add to this canvas of learning and skill development. In the light of the objectives of "Samagra Shiksha" (Holistic Education) enlisted in the National Education Policy 2020, implementation of AUD-VIS is envisioned as a welfare measure enabling students to both be active stakeholders in the development of the university as well as gain valuable administrative skills and experience while earning commensurate stipend. It enlivens the spirit of NEP2020 by empowering students to earn while inculcating capacity building skills and experience in the context of a dynamic learning environment.

The Ambedkar University Delhi- Vice Chancellor's Internship Scheme (AUD-VIS) is proposed with the following components:

Key Features:

The AUD-VIS internship will be anchored within the auspices of the Student Services Division.

Applications will be invited from students at the start of each semester. Students may apply along with the relevant documents (as listed below) to the Student Services Division:

The selected students will be engaged for administrative/ academic assistance with any School/Centre/Division during the semester as per requirement.

The stipend will be paid on per day engagement basis, with the maximum amount being capped at Rs. 24000 per semester (6000 per month). The total number of interns per semester under the scheme would be not more than 50.

The financial expenses incurred under this scheme will come from the Learning Enhancement fund of the university.

On successful completion of the AUD-VIS internship, the student will be awarded an experience certificate and stipend, commensurate to their engagement during the semester. Total duration of the Internship will be from 2 months to one semester maximum.

Application Process:

All bonafide full time regular students of Dr. B.R. Ambedkar University Delhi studying in any course/stream at the Undergraduate and Postgraduate levels are eligible to apply for internship.

The students will be required to submit the following documents as per the date notified in the annual AUD-VIS Internship call for applications:

- Written Application
- Statement of Purpose detailing the candidate's suitability for the scheme (max 1000 words)
- Copy of the current valid student Identity Card
- Interview for students shortlisted after screening of applications

Operational key points:

1. The nodal officer to execute the scheme will be the Dean SS
2. Dean SS will invite application in each semester for the AUD-VCIS
3. Dean SS will then constitute a committee that will screen the eligible candidates

4. Such a pool of interns will then get the approval from the Honorable Vice Chancellor through the Dean SS
5. It will be a semester long engagement of the student, the intern, with a Admin Division/ School/ Centre
6. The concerned division will keep a record of the attendance through the semester
7. The interns will be selected based on their area of competency & aptitude, expertise/technical skills.
8. Mere appearance of the name in the intern pool will not necessarily mean offer of internship. It will depend on the need/requirement as received from various divisions.
9. The maximum honorarium per semester per intern will be 24000 (6000 per month).
10. On successful completion of the work and on receipt of a letter from the concerned division certifying the work, the intern will be offered a certificate of appreciation along with the stipend.
11. The overall effort would be to not repeat the students for internship more than 2 semesters for the PG and 3 semesters for the UG, but exceptional students with demonstrated performance may be considered for more semesters as well.
12. The scheme will be inclusive in its delivery and sensitive to gender/ economic and social marginalities

Decision : The Academic Council deliberated on the matter and after due deliberation, the Academic Council resolved to approve the in principle Ambedkar University Delhi– Vice Chancellor’s Internship Scheme (AUD-VIS) in light of the Section 24(1)(i), 24(ix) and 24(1)(xvii) of Dr.B.R.Ambedkar University Delhi Act, 2007.

The Academic Council further recommended the following:

- i) The number of interns per semester to be engaged under the scheme initially will be 20 and the engagement of the intern/student will be in the Admin Division/ School/ Centre. The Academic Council further authorized the Vice Chancellor to increase the number of interns, if need arises.
- ii) The Academic Council recommended that the maximum limit of engagement of interns per semester will be 2 hours per day and not more than 10 hours a week. The total duration of the Internship will be from 2 months to one semester maximum.

Agenda 36.4 : To consider the Revised Guidelines for Sponsored Research Projects

It was submitted to the Academic Council that the University established a Fund Raising Division vide Notification dated 19.05.2023, with a mandate to explore fundraising from various sources including institutional grants from government agencies, foundations, corporate sector and donors. A Core Advisory Committee on Fund Raising (CACFR) was constituted which identified six broad kinds of revenue streams. It was submitted that the deliberations made by the CACFR in its first meeting held on 27.07.2023 had resulted in several actionable tasks – including review of existing guidelines for externally funded research projects, creation of guidelines for receiving and processing revenue for initiatives such as workshops & training programmes, CSR programmes and donations. The deliberations on the currently in force 'SOP for externally funded and sponsored projects', resulted in the need to produce revised guidelines taking onboard three enabling considerations – (i) streamlining the application, operation & closing of research projects with deliverables, (ii) revising the financial provisions to bring them in line with GFR 2017, particularly regarding Government grants and (iii) clearly create a revenue stream from overheads and institutional charges into the University Development Fund.

It was submitted that the the guidelines on the Sponsored Research Projects were placed before the Academic Council in its 32nd meeting held on 12.12.2023 vide Resolution No. 32.10 for deliberations and considerations. After due deliberations, the Academic Council resolved to refer back the matter to the concerned Division for formulating the policy as per deliberations held during the meeting of Academic Council and to resubmit the proposal. The Academic Council further authorized the Vice Chancellor to take further necessary action in the matter.

In light of the observations made by the Academic Council, the Fund Raising Division has incorporated the changes in the guidelines for Sponsored Research Project and the revised guidelines for Sponsored Research Projects (**Appendix-1**), as approved by the Core Advisory Committee on Fund Raising (CACFR) were placed before the Board of Management in its 46th meeting held on 07.10.2024 vide Resolution No. 46.14.1.for deliberation and consideration. After due deliberations, the Board of Management noted and further authorized the Vice Chancellor for approving the guidelines for Sponsored Research Projects.

Accordingly, the revised guidelines for Sponsored Research Projects will be presented by Director, Project Fund Raising before the Academic Council.

Decision : The Academic Council deliberated on the revised guidelines for Sponsored Research Projects in light of Section 24(1)(v), 24(1)(vi) and 24(1)(xvii) of Dr.B.R.Ambedkar University Delhi Act, 2007. After detailed deliberations, the Academic Council further authorized the Vice Chancellor to take necessary action in the matter.

Agenda 36.5 : To consider the Rules and Regulations of the D.LITT/D.SC/D.ED/LL.D at Dr.B.R.Ambedkar University Delhi framed by the sub-committee constituted by the Vice Chancellor in light of the resolution passed by the Academic Council in its 34th meeting held on 09.05.2024

It was submitted to the Academic Council that the It is submitted that the Academic Council in its 34th meeting held on 09.05.2024 vide Resolution No.34.25 had deliberated on the proposal for starting D.LITT/D.SC/D.ED/LL.D at Dr.B.R.Ambedkar University Delhi to promote studies, research, teaching and extension in Higher Education with focus on liberal arts, humanities, social sciences and management and to achieve excellence in higher education and other matters connected therewith or incidental thereto. After due deliberations, in exercise of the powers conferred under Section 24 (1)(xvii) and Statute 12(1)(a), the Academic Council appreciated the proposal of Dr.B.R.Ambedkar University Delhi for the commencement of D.LITT/D.SC/D.ED/LL.D and recommended to constitute a sub-committee to carry out the modalities for D.LITT/D.SC/D.ED/LL.D and authorized the Vice Chancellor to taken further necessary action in the matter.

It was submitted that, the Vice Chancellor, in light of the resolution made by the Academic Council in its 34th meeting held on 09.05.2024 had constituted a sub-committee for carrying out the modalities for D.LITT/D.SC/D.ED/LL.D. The Committee was notified vide Notification No. AUD.15-8(3)/PLG/249(A) dated 10.06.2024.

It was submitted that the proposal regarding starting of D.LITT/D.SC/D.ED/LL.D at Dr.B.R.Ambedkar University Delhi was placed before the Board of Management in its 46th meeting held on 07.10.2024 vide Resolution No.15.3 for information. The Board of Management noted the recommendations made by the Academic Council in its 34th meeting held on 09.05.2024 regarding starting of D.LITT/D.SC/D.ED/LL.D at Dr.B.R.Ambedkar University Delhi.

It was submitted that the sub-committee constituted for carrying out the modalities for the D.LITT/D.SC/D.ED/LL.D has submitted its recommendations as placed at **Appendix-2**.

Accordingly, the Rules and Regulations of the D.LITT/D.SC/D.ED/LL.D at Dr.B.R.Ambedkar University Delhi will be presented by Dean, Academic Affairs before the Academic Council.

Decision : The Dean, AES made a presentation before the Academic Council and deliberated on the matter. After due deliberations, the Academic Council authorized the Vice Chancellor to take necessary action in considering the Rules and Regulations of the D.LITT/D.SC/D.ED/LL.D at Dr.B.R.Ambedkar University Delhi in light of the Section 24(1)(vi) and 24(1)(xvii) of Dr.B.R.Ambedkar University Delhi Act, 2007.

Agenda 36.6 : To ratify the decision taken by the Vice Chancellor in approving the revised Hindi version of Degree to reflect the intended meaning

It was submitted to the Academic Council that the University has updated the format (text and design) of the Degree certificate incorporated enhanced security features on the non-tearable material of size 9" x 12". These updates were approved by the Board of Management during the 42nd meeting held on December 23, 2022.

It was further submitted that, in reviewing the bilingual (English & Hindi) version of the degree certificate, it has been observed that Hindi Text Version may be revised to enhance the Hindi Translation to better reflect the intended meaning. The suggested amendment is as follows:

A. Proposed Hindi Text Version

डॉ. बी.आर. अम्बेडकर विश्वविद्यालय दिल्ली
(उपाधि का नाम)

यह प्रमाणित किया जाता है कि (छात्र / छात्रा का नाम) सुपुत्र /सुपुत्री (माता /पिता का नाम) को उक्त उपाधि की सभी अर्हताएं पूर्ण करने पर दिसंबर (वर्ष) में (उपाधि का नाम) की उपाधि प्रदान की गई ।

B. English Version

Dr. B.R. Ambedkar University Delhi

(Course Name)

This is to certify that (Student Name) Son/Daughter of (Mother's /Father's Name), was awarded the degree of (Course Name) in December (Year) on satisfying all the requirements for the said degree.

Decision : The Academic Council ratified the decision taken by the Vice Chancellor being Chairperson, Academic Council in approving the revised Hindi version of Degree to reflect the intended meaning.

Agenda 36.7 : To consider amendments in Rules for Conduct of Convocation (Under sections 3(g), 6(2), 6(3), 7, 29(k) of the University Act) pertaining to Presentation of the Candidates

It was submitted to the Academic Council that in order to make the conduct of the Convocation ceremony more effective, it is proposed to amend Rule-III pertaining to the Presentation of the Candidates. The existing rule and the proposed amendment to be carried out in the Rule III are as under:

III. PRESENTATION OF THE CANDIDATES:

Sl.	Existing Rules	Proposed /Amended Rules
1.	On the request of the Registrar, the Chancellor or in his absence the Vice Chancellor shall declare the Convocation open and shall light the lamp along with the Chief Guest.	National Anthem.
2.	The Deans of Schools shall request the Chancellor/ Vice Chancellor to award the Degrees/Diplomas to the candidates whose names are included in the list which they will present.	Lighting of the lamp.
3.	The Chancellor/Vice Chancellor will admit the candidates to the degrees/diplomas in the following words: "By virtue of the authority vested in me as the Chancellor/Vice Chancellor of Ambedkar University, Delhi, I award you the Degree/Diploma in _____ and charge you to be worthy of the qualifications that you have earned."	Recitation of Kulgeet.
4.	The Honorary Degree(s), if any, shall be conferred by the Chancellor/Vice Chancellor on presentation of the candidate(s) who is/are to receive degree(s) by the person appointed for the purpose, who will read the citation. "By virtue of the authority vested in me as the Chancellor/Vice Chancellor of Ambedkar University, Delhi, I confer on you the Degree of _____ (<i>honoris causa</i>)".	On the request of the Registrar, the Chancellor or in his absence the Vice Chancellor shall declare the Convocation open.
5.	The Chancellor/Vice Chancellor will request the Chief Guest to award the Medals, if any, to the eligible candidates, whose names shall be read out by the Dean, Student Services.	The Vice Chancellor will present the Progress Report of Dr. B. R. Ambedkar University Delhi and request the Chief Guest to address the Convocation.

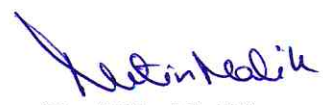
Sl.	Existing Rules	Proposed /Amended Rules
6.	The Vice Chancellor will present the Progress Report of Ambedkar University, Delhi and request the Chief Guest to address the Convocation.	Convocation Address.
7.	Convocation Address.	Chancellor's Address.
8.	Chancellor's Address.	Ph.D. and M.Phil. Degrees shall be conferred by the Chancellor/Vice Chancellor on presentation of the candidates by the Registrar.
9.	The Registrar shall obtain the signatures of the Vice Chancellor in the Convocation Register as prescribed.	The Deans of Schools shall request the Chancellor/Vice Chancellor to award the Degrees/Diplomas to the candidates whose names are included in the list which they will present.
10.	The Chancellor/Vice Chancellor will declare the Convocation closed.	The Chancellor/Vice Chancellor will admit the candidates to the degrees/diplomas in the following words: "By virtue of the authority vested in me as the Chancellor/Vice Chancellor of Dr. B.R. Ambedkar University, Delhi, I award you the Degree/Diploma in _____ and charge you to be worthy of the qualifications that you have earned."
11.	National Anthem	The Honorary Degree(s), if any, shall be conferred by the Chancellor/Vice Chancellor on presentation of the candidate(s) who is/are to receive degree(s) by the person appointed by the purpose, who will read the

Sl.	Existing Rules	Proposed /Amended Rules
		citation.
12.	The Academic Procession will then leave the Convocation Hall in the reverse order. The degree/diploma holders and the audience in the Hall will remain standing till the Procession has left the Hall.	The Chancellor/Vice Chancellor will request the Chief Guest to award the Medals, if any, to the eligible candidates, whose names shall be read out by the Dean, Student Services.
13.	-	The Registrar shall obtain the signatures of the Vice Chancellor and Chancellor in the Scroll of Degrees
14	-	The Chancellor/Vice Chancellor will declare the Convocation closed.
15.	-	National Anthem.
16.	-	The Academic Procession will then leave the Convocation Hall in the reverse order. The degree/diploma holders and the audience in the Hall will remain standing till the Procession has left the Hall.

Decision : The Academic Council deliberated on the proposal. After due deliberations, the Academic Council considered and recommended the proposed amendments in Rules for Conduct of Convocation (Under Sections 3(g), 6(2), 6(3), 7, 29(k) of the University Act) pertaining to Presentation of the Candidates(III), in light of Section 24 (1)(xvii) of Dr.B.R.Ambedkar University Delhi Act, 2007.

The meeting ended with a vote of thanks to all the members.

The minutes are issued with the approval of the Vice Chancellor and Chairperson, Academic Council.


(Dr. Nitin Malik)
Registrar

Revised Guidelines for Sponsored Research Projects

(As approved by the Academic Council, to be approved by the Board of Management)

Prepared by the Core Advisory Committee
on Fund Raising


(Comera)




4/3/24.


4-3-24


(Chairman)

Dr. B. R Ambedkar University

REVISED GUIDELINES FOR SPONSORED RESEARCH PROJECTS for all University Schools and Centres

29 February 2024

The revised guidelines, here on referred to as GSRP 2024, supersedes all notifications issued prior to the date of notification of these guidelines regarding the application for and management of externally funded research projects, as approved by the statutory bodies and would apply to all research projects that are applied for and sanctioned after the notification of these guidelines. Internally funded research initiatives are to follow a similar pattern for management of research grants with specific directions as may be issued by the University at the time of sanctioning such grants. The guidelines are in accordance with similar guidelines that are currently in operation in similar public institutions of higher learning with an overall view to streamline and encourage the faculty to apply for grants and to augment their research initiatives. The guidelines provide comprehensive guidance on Submission of proposals, Operation of projects including procedures for hiring, procurement and general activities, Project closure processes and management of Overhead expenses.

1. Project Submission and Sanction

1.1 Project Submission Process

1.1.1 The Project Principal Investigator (PI) will complete the project submission form in the enclosed format along with the Project Proposal along with the Cover Letter to the School/Centre's Office.

1.1.2 All proposals for submission of research projects to various funding agencies should be forwarded through the Head of the concerned School/Director of the Centre/Institute, who will certify that it would be possible/not possible for the School/Centre/Institute to accommodate the Research Project work and staff within the existing working space. The PI of the proposed project shall clearly state the extra space that would be needed and Dean/Director of the Institute shall certify the availability/non-availability of the same. The proposals must be cleared by the Head of the School/Director of the Centre within 3 working days.

1.1.3 The project proposal containing the financial statement and summary of the Project along with the submission form forwarded by the School/Centre should be submitted to the PVC/Dean R&D/ Designated Official authorized by the Vice Chancellor. The proposal should be cleared within seven working days, unless there are objections or clarifications needed.

The proposal is then forwarded for the approval of the VC.



1.1.4 After the approval of the CA, a support letter would be issued from the Office of the Registrar/ Designated Officer within 3 working days to be submitted to the funding agency along with the proposal.

1.1.5 The project proposals to all agencies must ask for a minimum of 20 % Overhead Charges (of the Total Grant of the Project) for the University and may seek upto 35% based on the nature of the project. The overhead costs can be waived or reduced by the Competent Authority, if the project is considered prestigious in nature or in case of exceptional proposals considered to be of national importance.

1.1.6 Teaching posts, viz. those of Professors, Associate Professor, Assistant Professor should not be asked for in the project proposals. However, posts of Research Associates and Research Fellows may be sought, as per the UGC pay scales, may be included in the proposals. Other posts asked in the project proposal should carry scales of pay identical to those of the corresponding posts in the University. Post(s) on a consolidated salary, not exceeding the total emoluments at the minimum of the scale of the identical posts in the University, may also be included in the budget proposal. Consultants can be hired, based on pre-approved criteria mentioned in the project with consolidated remunerations.

1.1.7 If the project is with a non-government agency, a statement on terms and conditions of the project including the right of patents and royalties if any must be spelt out clearly.

1.1.8 If an MOU is to be signed related to the project, the exact terms and conditions of the MOU, including a summary of the finalized Project, should be submitted to VC/ Dean R&D & Registrar's office clearly stating commitments and liability if both parties which will be finalized after the process of vetting by the University.

1.2 Sanction of the Projects

1.2.1 The letter of sanction and details of the amount sanctioned under different budget heads, duration of the Project and other terms and conditions should be communicated to the Finance Branch along with a copy of the Project, if sanctioned, after revision/changes by the funding agency. Before the start of Project PI must fill up the project initiation form. (Annexure II).

1.2.2 The date of start of project will be the date of actual receipt of first installment of the grant sanctioned or as specified by the funding agency.

1.2.3 The PIs of research projects may be provided with EPBAX extension by the University during the tenure of the Project if funds sanctioned by the funding agency exceed Rs. 25,00,000/- to facilitate smooth functioning of the project work (only one extension for each PI, irrespective of the number of Projects). The charges on shifting and installation of EPBAX extension, shall however be met out of the P. I. share of overhead charges.



2. Operation of the Projects

2.1 All purchases shall be supervised and handled by a committee called the '**Project Purchase Committee (PPC)**' for each project consisting the PI (Convener), Co-PI and two members (out of which one may be from the Teaching Faculty of any allied School). This committee, proposed by the PI and approved by the PVC/ Dean R&D/Designated Officer, shall be constituted in the beginning of the Project and would serve the entire duration of the project. The purchase policy of the project will be governed by the clauses provided by funding agency primarily. In the absence of guidelines on specific aspects of expenditure, the financial guidelines of GFR 2017 will be followed (<https://doe.gov.in/order-circular/general-financial-rules2017-0>).

2.1.1 Purchase of item(s) up to 25,000/- can be made by the PI/Co-PI without calling quotations.

2.1.2 Purchases above Rs. 25,000/- should be made strictly by following General Financial Rules 2017 unless and otherwise specified by the funding agency.

2.1.3 Consumables may be purchased from standard Indian firms or foreign companies on the basis of rate contracts approved by the University. In case of consumables for which rate contracts are not available, quotations will be invited from all the known firms and the procedure to be followed is outlined in Annexure -III.

2.1.4 Purchase order up to Rs. 2, 50,000/- can be placed by PI/Co-PI after following the procedure outlined in Annexure-III. Purchase above 2,50,000/- shall require approval of PVC/ Dean R&D/Designated Officer prior to placing the order.

2.1.5 Supply order will be signed by the Project-in-charge after scrutiny of the Tenders/ quotations obtained from various suppliers. The orders will be normally placed with the supplier whose quotations are the lowest, unless for some technical reasons which should be clearly stated and defended by the PPC. In case of any discrepancy, the matter shall be referred to PVC/ Dean R&D/Designated Officer and his/her decision shall be final.

2.1.6 All bills in respect of project (including bills for advance) will be signed by the Project- in-charge and sent to the Finance Office duly completed in all respects for payment. It will be the responsibility of the Project-in-charge to see that the bills are complete in all respects and that they are in order.

2.1.7 Advances will be paid to the Project-in-charge by cheques drawn in favour of the Project- in -charge or in favour of the claimant as necessary at the request of the PI. The PI will be responsible for rendering the account of such advances. The accounts of advances taken should be rendered within the period of 30 days from the date of drawing the advance. However, this shall not apply in cases of LCs where the money is always with the bank. LCs should be cleared within 30 days of receipt of equipment/material.

2.1.8 Payment of bills should be made through the PI by cheques drawn in favour of the parties concerned or through regular bank transfers.

2.1.9 In respect of salary of all part time, ad-hoc, regular, daily-wage based honorarium and consolidated salary based employees of project, it will be made by cheques in the name of the concerned employees only or by cheque/ bank transfer to be credited to their respective bank accounts which must be mentioned on the fellowship or salary bills, duly countersigned by the concerned person and Project-in-charge.

2.1.10 The TA/DA in the project for field work and visits outside Delhi (in India or Abroad) or within Delhi can be paid as per rules of the University or as per guidelines of the funding agency to the PI, Co-PI and Project staff as well as researchers working on jobs related to the Project work upon approval and justification by the PI.

Note: The Finance Office should make the University rules available to each PI in this respect as they are updated by GoI/GNCTD from time to time.

2.1.11 The period spent by the PI, Co-PI and Project Staff on field work or collaborative work in another Laboratory/Research Unit relating to research work of the project (in India or Abroad) should be treated On Duty (provided this does not affect the teaching obligation) and will need the approval by PVC/ Dean R&D/Designated Officer and on recommendation by the concerned Head of the School.

2.1.12 In case the funding agency makes ad-hoc payments of the installments, the PIs may provide the break-up under different heads of the project. However, reappropriation within different Heads, which was provided by PI himself, can be affected by the PIs with the approval of the PVC/ Dean R&D/Designated Officer within the total overall budget given by the funding agency.

2.2 Annual statement of Expenditure and Utilization Certificate.

The PI should prepare the Statement of Expenditure and Utilization Certificate of every project as per the time schedule prescribed by the funding agency. The templates for UC/SE are usually provided by the funding agency, in the absence of which the same would be prepared as per university formats. The same may be sent to the Finance Office at least 15 days before the said date for confirmation/reconciliation for onward transmission to the funding agency, or vice-versa.

2.3 Management of Overhead Charges



From the overall overhead charges, 50 % of it will be given to the University towards the University Development Fund or for paying the University utilities bills and engaging required contractual staff for the efficient maintenance of the project accounts with the approval of the PVC/ Dean R&D/Designated Officer. The remaining 50% percent of the overhead charges shall be at the disposal of the PI. The funds under this head could be utilized by the PI up to six months beyond the tenure of the project. Any unspent amount from the fifty percent share of PI after this period shall be transferred to the Development Fund maintained by the University.

The following expenses can be made by the PI from her/his share of the overhead charges:

2.3.1 Infrastructure: All expenses related to Laboratory maintenance and renovation, purchase of furniture, personal computers including laptops, minor equipment costing up to Rs 50,000 and printers to be used as office equipment; repair of existing furniture, wooden work like partitions, shelves etc. flooring, making dust free rooms, water and electricity connections including labour charges, purchasing of air conditioners, invertors, voltage stabilizers, UPS and air curtains. This type of work could be assigned to the outside agencies to avoid delays. Proper procedure of inviting quotations should, however, be followed. No structural changes can be made without the consent of the PVC/ Dean R&D/Designated Officer and such changes can be made after certification by the University Engineering Deptt.

2.3.2 Repair and up gradation of scientific equipment, computers and peripherals, payment of annual maintenance/service contracts, purchase of minor accessories for equipment.

2.3.3 Cost of advertisements in newspapers for project positions as well as other notices.

2.3.4 Hiring manpower including secretarial assistance (typing/computer operator/accounting, etc.) subject to approval by the PVC/ Dean R&D/Designated Officer at University approved rates. Assistance on part time basis to Master's and Ph.D. students not getting any financial support can be provided on fixed honorarium basis not exceeding the 50% of CSIR/UGC fellowship amount after getting approval of the PVC/ Dean R&D/Designated Officer.

2.3.5 Expenses to meet local, domestic or international travel, hotel expenses (actual up to 100 Euro/150 USD per day), DA/per diem (in addition to Hotel Expenses), registration fee towards participation of PI, Co-PI and project staff in Conferences/Symposia and on visits to other laboratories (in India and abroad) for discussions in collaborative research-work subject to prior approval of University (PVC/ Dean R&D/Designated Officer). Per diem rates will be in consonance with rates announced for government servants travelling abroad as announced by Government of India from time to time.

2.3.6. Expenses to meet filing of Indian or USA or global patents or PCTs as per rules in consultation with Finance Office and after getting prior approval of PVC/DSC.

2.3.7 Provision of communication facilities, including installation and periodical bill payment of telephone, intercom, fax and E-mail in office/Laboratory of the PI/Co-PI. In addition to above, charges on calls made from the residential telephone of PI and Co-PI or public call office and E-mail charges including cell phone charges for project work may be paid from this head up to a ceiling of Rs. 12,000 per financial year.

2.3.8 Life membership or annual membership of the academic societies directly related to the activities of the project may be claimed by PI / Co-PI.

2.3.9 Expenditure towards entertainment/hospitality/snacks/lunch etc. be allowed from the fifty percent share of the PI from the overhead grant. Due financial prudence be exercised by the PI while incurring such expenditure and PI should certify that such bills pertain to the concerned project related activities, meetings, or events.

Note: In view of the exigencies that may arise during the work in the project, which are not covered under the above provisions, the PI/Co-PI may with prior approval of PVC/ Dean R&D/ Designated Officer and in consultation with Finance Office, meet such expenditure as may be necessary for the smooth functioning of the Project from the P. I. share of the overhead charges of the project.

2.4 Provisions for Posts

Prior approval for all the appointments against the sanctioned posts in respect of various projects shall be obtained from PVC/ Dean R&D/Designated Officer. The qualifications and scales of pay/consolidated pay (as specified in Ia.5) for all the posts will be the same as those prescribed for the corresponding posts in the University. Any relaxation will require the prior approval of PVC/ Dean R&D/Designated Officer. Creation of the posts of Professors, Associate Professors and Assistant Professors will not be accepted by the University.

2.5 Appointments

2.5.1 For appointments to the posts under the Project, applications should be invited after giving wide publicity regarding the vacancies.

2.5.2 In cases where the vacancies are for less than 6 months, such posts need not be advertised but should be circulated in the Schools/ Departments located in Universities and Academic Institutions in Delhi.

2.5.3 In cases where the vacancies are for more than 6 months but less than one year, such posts need not be advertised in the newspaper but circulated in various institutions in India including Schools of the University of Delhi.

2.5.4 In case the posts are for more than one year, the posts should be advertised in at least one national newspaper. The post should be displayed on the website of the University for at least three weeks.

2.5.5 The ad-hoc appointments against different posts shall normally not continue beyond 6 months. Under exigencies any exception will require the approval of PVC/ Dean R&D/Designated Officer

2.5.6 The applications will be processed by the Project-in-charge and persons will be called for interview before selection committee. Traveling allowance/ dearness allowance may be paid to the outside candidate for interview for employment in the project as per rules of the University of Delhi from the contingency or travel head of the project provided sufficient funds are available.

2.5.7 There will be a regular Selection Committee for selection of the candidates. This committee, called the 'Project Appointment Committee (PAC)' for each project shall consist of PI (Chairperson), V. C.'s nominee, Head of the School/Director of the Centre; Co-PI (if any) and two members of the teaching faculty of the concerned School. This committee shall be constituted in the beginning of the project by PI with the approval of PVC/ Dean R&D/Designated Officer and shall serve throughout the duration of the Project. The PAC shall recommend the appointments to the posts of Junior/Senior Research Fellows, Project Fellows, Research Assistants, and all other Technical and non-technical staff. The PAC shall also recommend at the time of appointment whether or not JRF/SRF should be considered by DRC for registration for Ph.D. in the School, if requested so by the candidate and the proposed supervisor (as per the updated PhD Guidelines as applicable). As regards to the posts of Research Scientists A, B and C, Research Associates and PDF, PVC/ Dean R&D/Designated Officer or his nominee shall be the Chairperson of the Selection Committee. Other members of Selection Committee for the scientific positions mentioned above shall be the Head of the School concerned (or his nominee), the PI, Co-PI and two members, one from the School and one from same field to be suggested by the PI and approved by the PVC/ Dean R&D/Designated Officer.

2.5.8 The appointment letters shall be issued to the selected candidates by the Project-in- charge except in the case of project in respect of which the appointment letters to the candidates are to be issued by the sponsoring bodies. A copy of the appointment letter should be submitted to Registrar/Finance Office. All appointment letters should clearly indicate the terms and conditions of appointment. In case wherein approval of the funding agency is required, the appointment letters should be issued only when the clearance in writing is received from the funding agency.

2.5.9 Appointment of the above staff will be purely on temporary basis and for the duration of the project only and the appointed staff will have no claim for regular appointment in the University on the termination of project.

2.5.10 The staff employed in the projects will be governed by the same rules and conditions of service as applicable to temporary employees in the University from time to time except in those projects where the conditions have been laid down by sponsoring body.

2.5.11 The services of specialists on deputation from Government Research Institutions or public or private sector can be obtained. Wherever services of such persons are acquired on deputation basis, the conditions of services may be regulated according to the standard terms of deputation with the approval of sponsoring body.



2.5.12 The leave to the members of the staff under projects will be admissible to the same extent as its admissible to the corresponding employees of the University unless the sponsors specify otherwise. The Project-in-charge will be competent to sanction leave to the extent admissible.

2.5.13 The joining report of the selected candidates should be countersigned by the Project-in-charge and forwarded to the central office. A copy may be retained by the Project In charge.

2.5.14 Such Project Fellows/Assistants whose work has been judged meritorious by the Project Appointment Committee may be allowed to draw fellowship amount that the NET qualified candidates are entitled, unless otherwise specified by the funding agency.

2.6 Fixation of Pay

The pay of employees will be fixed by the Project-in-charge at the minimum of the scale of pay, in case of scaled positions. In cases where the positions are as per UGC/CSIR/DST/ICSSR or other Government agencies, guidelines of UGC are to be applied for increments and for fixation of pay, and approval is to be sought of the PVC/ Dean R&D/Designated Officer mentioning the conditions applied.

2.7 Settlement of bills

2.7.1 The payment of bills and clearance of accounts is one of the most important aspects of smooth running of Projects. If Finance Office has procedural objections to a bill, it should be returned to the PI in a week's time. Bills which are in order should be cleared and the whole process including the issue of cheques should be completed within three weeks of submission of the bills. If the bill is not settled within three weeks from the date of submission, PI should report to the PVC/ Dean R&D/Designated Officer.

2.7.2 If any note-sheets/bills of purchase are sent to the Finance Office, concerned branch should acknowledge the receipt of note- sheets/bills.

2.8 Maintenance of Stock Registers

2.8.1 Each project should have separate stock register for assets, books, accession, consumable and non-consumable articles.

2.8.2 Separate page should be opened for each article purchased with full particulars unless the transactions in respect of articles are small in number, in which case a page may be utilized for recording receipts and issue for more than one article provided the accounts in respect of different articles are not mixed up on that page.

2.8.3 All entries in the stock book should be initialed by the Project-in-charge.

2.8.4 Physical verification of stock should be conducted at least once in a year; the result thereof should be reported to the Finance Officer.



2.8.5 Equipment purchased specifically for each project will be the property of the respective School/Centre of the University on the termination of the project unless the sponsoring body desires otherwise.

2.8.6 Any items lost or stolen from project assets need to be reported to the Dean of School/Director of Centre hosting the Project along with the details of the circumstances and a copy of the Police complaint filed by the PI/ Project Staff for records.

3. Interim progress and accounts reports of the Project

The PI should prepare the Progress report along with the settlement of accounts which should be submitted to the concerned official in Finance Office looking after the project who would verify it within a week of submission of the accounts. On verification, the reports and accounts with a forwarding letter should be returned to the PI for onward transmission to the funding agency. Any minor discrepancy should be solved mutually. In case of any major discrepancy, the PI should approach the PVC/ Dean R&D/Designated Officer to get the matter resolved.



4. Final Technical, Fiscal report of the Project

Closure of the project should be done within six months of the completion of the project. The final technical and fiscal report should be prepared by the PI in accordance with the requirements of the funding agency and submitted to the Finance Branch for verification of the financial aspects and any discrepancy should be immediately removed by mutual discussions. In case of any major problems, the PI should approach the PVC/ Dean R&D/Designated Officer.

5. Closing of the projects

5.1 Statement of final accounts showing the year-wise receipts and expenditure and a list of articles (consumables and non-consumables) left over at the time of termination of the project and purchased out of the project funds should be sent in triplicate to the Finance Office in the prescribed Performa (Annexure-IV) and verified by the Internal Audit Officer of the University. These articles may be transferred to the School/Centre's stock register except where the sponsoring bodies do not allow the School to retain the articles without paying them the book value of the articles. In case the School/Centre does not want these articles, the same will be auctioned through the Engineering Deptt./General Administration.

5.2 The list of assets shall be provided to Head of the School/ Director of Centre for entering the permanent assets in the stock register of the School within four weeks of the submission of the list. After entry into the Stock Register of the School, the list with proper entry of the pages of the stock register in the Performa to be supplied by the Finance Branch should be sent to Internal Audit Office for verification. It is mandatory for the School to enter all items in stock register and to reissue them to the faculty concerned for research and to take back into the stores the items the PI does not want to use these items. It is also mandatory for the Head of the School to move the papers for writing off of any items which none of the teachers of the School is willing to take and has been returned to the stores from the project.

5.3 The PI and Head of the School should ensure that all pieces of equipment which are obsolete/beyond repair are written off after following due process. The PIs/teachers should give this in writing as soon as situation arises. In case of any missing item/component of the items falling under this category as may be applicable, the cost may be recovered from the PI/Faculty (when no- dues certificate is to be issued) as decided by PVC/ Dean R&D/Designated Officer in consultation with Head of the School and Finance Officer.



ANNEXURE – I

**Dr. B.R. Ambedkar University
PROJECT SUBMISSION FORM**

(Enclose Two Copies of the Project Proposals with this form)

1. Name of the Principal Investigator
2. Designation
3. Date of Birth
4. School/Centre/Institute
5. Name of the Co-Investigator
6. Designation
7. Date of Birth
8. School/Centre/Institute
9. Title of the project
10. Tentative Duration of the Project From: To:
11. Funding Agency
12. Details of Funding requested:
 - a. Salaries
 - b. Consumables
 - c. Equipment
 - d. Contingency
 - e. Overhead -(20 % of the total cost of the project)
 - f. Total funds requested
13. Requirement from the University
 - a. Space
 - b. Funding
14.
 - a. Total no. of ongoing projects with the PI
 - b. Total no. of projects completed by the PI
15. Details of completed projects (In the last 5years)
 - a. Title of the project

- b. Funding agency
- c. Total grant of the Project
- d. Date of the commencement
- e. Date of Completion
- f. Project closure

Yes / No

16. Details of ongoing projects (In the last 5years)

- a. Title of the project
- b. Funding agency
- c. Total grant of the Project
- d. Date of the commencement
- e. Date of Completion

We certify that no civil/electrical modifications shall be carried out without the express permission of the University Engineering School and the PVC/DSC. We will follow the norms for the operation of the projects framed from time to time by the Research Project Advisory Committee:

Signature of the Investigator:

Date:

Signature of the Co – Investigator:

Date:

Name: Head of the School/Director of Centre

Signature:

Date:

Seal

Notes:

1. Faculty member should be allowed to work as a Project-in-charge (PI) only up to the age of Superannuation i.e. 65 years.
2. As and when a PI attains the age of 60 years, then all documents/bill/utilization certificates etc. retaining to his/her project should be signed by both i.e. PI as well as the Co-PI (a permanent faculty of the School/Centre). The Co-PI will be responsible for all the assets, pending advances and subsequent transactions under the project.
3. The PI should stop signing all the financial documents at least six months before the due date of his/her superannuation in order to facilitate issuance of No Dues Certificates to him.
4. No Project proposal should be forwarded by the University to the funding agency if two or more tenure expired projects are pending for closure by the concerned PI.

ANNEXURE – II

**Dr. B.R. Ambedkar University
PROJECT INITIATION FORM**

(Enclose Two Copies of the Project Proposals with this form)

1. Name of the Principal Investigator
2. Designation
3. Date of Birth
4. School/Centre/Institute
5. Name of the Co-Investigator
6. Designation
7. Date of Birth
8. School/Centre/Institute
9. Title of the project
10. Tentative Duration of the Project From: To:
11. Funding Agency
12. Details of Funding Sanctioned:
 - a. Salaries
 - b. Consumables
 - c. Equipment
 - d. Contingency
 - e. Overhead – (20 % of the total cost of the project)
 - f. Total funds requested
13. Requirement from the University
 - a. Space
 - b. Funding
14.
 - a. Total no. of ongoing projects with the PI
 - b. Total no. of projects completed by the PI

15. Details of completed projects (In the last 5years)

- a. Title of the project
- b. Funding agency
- c. Total grant of the Project
- d. Date of the commencement
- e. Date of Completion
- f. Project closure

Yes / No

16. Details of ongoing projects (In the last 5years)

- a. Title of the project
- b. Funding agency
- c. Total grant of the Project
- d. Date of the commencement
- e. Date of Completion

We certify that no civil/electrical modifications shall be carried out without the express permission of the Engineering Deptt. and the PVC/ Dean R&D/Designated Officer. We will follow the norms for the operation of the projects framed from time to time by the University:

Signature of the Investigator:

Date:

Signature of the Co – Investigator:

Date

ANNEXURE-III

General Procedure for Goods and Services

The procedure for procurement of Goods & Services shall be broadly as per GFR 2017 and its amendments (<https://doe.gov.in/order-circular/general-financial-rules2017-0>), unless specified with prior approval from the Funding Agency.

[A] PROCUREMENT OF GOODS

1. Procurement of goods through Government e-Market place

Procurement of goods and items of standard types, which are identified as common user items and are needed on recurring basis, and values above one lakh and up to twenty-five lakhs requiring procurement through limited tender enquiry, the Schools/Centres/Libraries/General Branch /Press etc., may procure these items on rate contracts with the suppliers registered with the Government e-Market place (GeM). These registered suppliers are ordinary exempted from furnishing bid security along with their bid. In the event of procurement of rate-contracted goods through such registered suppliers, the prices to be paid shall not exceed those stipulated in the rate contract and other salient terms and conditions of the purchase should be in line with those specified in the rate contract.

Schools/Centre/Libraries/general Branch/Press etc. may also register suppliers of goods, which are specifically required by them. While registering the suppliers, the following aspects may be kept in a view:

- (a) Credentials, Manufacturing capacity, quality control system, past performance, after - Sales services, financial background etc. of the supplier(s) should be carefully verified.
- (b) The registration should be for a fixed period between one to three years depending on the nature of the goods. At the end of this period, the registered supplier(s) willing to continue with registration are to apply fresh for renewal of registration. New supplier(s) may also be considered for registration at any time provided they fulfill all the required conditions.
- (c) Performance and conduct of every registered supplier is to be watched by each School etc. The registered suppliers are liable to be removed from the approved list if they fail to abide by the terms and conditions of the registration or fail to supply the goods on time or supply substandard goods or make any false declaration to any government agency or for any ground which, In the opinion of the School etc. is not in public interest.

Registered suppliers are prima facie eligible for consideration for procurement of goods through limited tender enquiry.

2. Procurement through specific outlets

(a) Through Kendriya Bhandar/NCCF

The hitherto special dispensation allowed to Kendriya Bhandar and National Consumer Co-operative Federation (NCCF) for procurement of goods standard withdrawn after coming into effect of revised financial rules, 2017. They now stand on the same footing as the other suppliers are.

(b) Procurement of handloom textiles

The handloom textiles are to be procured only from the outlets approved by the Khadi & Village Industries commission (KVIC).

3. Obtaining two bids- technical and financial – In the cases of procurement of goods of technical nature.

In the case of procurement of goods that are technical in nature e.g. plant, machinery, equipment, software etc., bids may be obtained in two parts as under:

- (a) Technical bids consisting of all technical details along with commercial terms and conditions; and
- (b) Financial bids containing item wise price for the items mentioned in the technical bid.

The technical bid and the financial bid should be sealed by the bidder in separate covers duly superscribed and both these sealed covers are to be put in a bigger cover which should also be sealed and super scribed.

The Technical bids are to be opened first and evaluated by the duly constituted technical committee. The committee shall record in detail the reasons for acceptance or rejection of the technical proposals analyzed and evaluated by it.

At the second stage, the financial bids of only those bidders who have been declared technically qualified by the technical committee, as the case may be, for further analysis or evaluation, ranking and selecting the successful bidder for placement of the contract.

4. Bidding Documents

A bidding document to be given to prospective suppliers should contain the following information/ document.

- i. Instructions to bidders.
- ii. Condition of contract
- iii. Schedule of requirements

- iv. Specifications and allied technical details.
- v. Price Schedule (to be utilized by the bidders for quoting their prices).
- vi. Contract Form
- vii. Other Standard Forms, if any, to be utilized by the purchaser and the bidders.

5. Bid Security (Earnest Money) and Performance Security

(a) At the stage of inviting bids

To safeguard against a bidder withdrawing or alerting its bid during the bid validity period in the case of advertised or limited tender enquiry, bid security (also known as earnest money) may be obtained from the bidders except those registered with GeM/School or University (refer Para 1(2)) or National Small Industries Corporation (NSIC).

- Amount of bid security should ordinary range between two to five percent of the estimated value of the goods to be procured.
- The bid security may be accepted in the form of Account Payee Demand Draft, fixed Deposit Receipt, banker's Cheque or bank guarantee from any of the Commercial banks in an acceptance form safeguarding the interest of the University in all respects.
- The bid security shall normally remain valid for a period of four-five days beyond the final bid validity period.
- Bid securities of the unsuccessful bidders should be returned to them at the earliest after expiry of the final bid validity and at least on or before the 30th day after award of the contract.

(b) At the stage of awarding contract

To ensure due performance of the contract, performance security at the rate of the five to ten percent of the value of contract may be obtained from the successful bidder awarded the contract irrespective of its registration status.

- The performance security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations of the suppliers including warranty obligations.
- Bid security should be refunded to the successful bidder on receipt of performance security.

6. Advance/Part payment to suppliers

Advance Payment

- i. Ordinarily payment for services rendered of goods supplied should be released only after the services have been rendered of supplies made. However, advance payments may be considered in the following cases for servicing air conditioners, computers, other costly equipment etc.

- ii. Advance payment demanded by firms against fabrication contracts turn key contract etc.

Advance payment should not exceed the following limits:

- (a) 30% of the contract value to private firms;
- (b) 40% of the contract value to a state or Central Government agency or a Public Sector Undertaking; or
- (c) In case of maintenance contract, the amount should not exceed the amount payable for six months under the contract.

The concern procuring School may, however, relax the aforesaid ceilings including the percentage for advance payment to private firms) in consultation with the Finance School While making advance payment, adequate safeguard in the form of bank guarantee etc. should be obtained from the firm.

Part -Payment

Depending upon the terms of delivery incorporated in a contract, part payment to the supplier may be released after it dispatches the goods from its premises in terms of the contract.

7. Criteria to be followed in the procurement process

In the public procurement, it is imperative that the purchase should be made in a transparent, competitive and the fair manner to secure best value for money. This will also enable the prospective bidders to formulate and send their competitive bids with confidence. To ensure transparency and fairness, the following criteria may be followed:

- (a) The text of the bidding document should be self-contained and comprehensive without any ambiguities. The bidding document should contain:
 - (i) The criteria for eligibility of qualifications to be met by the bidders such as minimum level of experience, past performance, technical capability, manufacturing facilities and financial position etc.
 - (ii) Eligibility criteria for goods indicating any legal restrictions or conditions about the origin of goods etc. which may be required to be met by the successful bidder.
 - (iii) The procedure as well as the date, time and place for sending bids.
 - (iv) Terms and delivery:
 - (v) Special terms affecting performance, if any.
- (b) The bidder should be given reasonable time to send their bids.
- (c) The bids should be opened in public and authorized representatives of the bidders should be permitted to attend the bid opening.
- (d) Bids received after the specified date and time for receipt of bids (late bids) should not be considered.
- (e) The specifications of the required goods should be clearly stated without any ambiguity so that the prospective bidders can send meaningful bids. In order to

- attract sufficient number of bidders, the specifications should be broad based to extent feasible.
- (f) Criteria for determining responsiveness of bids, criteria as well as factors to be taken into account for evaluating the bids on common platform and the criteria for awarding the contract to the responsive lowest bidder should be clearly indicated in the bidding document.
 - (g) Suitable provision for settlement of disputes, if any, emanating from the resultant contract, should be kept in the bidding document.
 - (h) The bidding document should clearly indicate that the resultant contract will be interpreted under Indian Laws.
 - (i) Bidder should not be permitted to alter or modify their bids after expiry of the deadline for receipt of bids.
 - (j) In the case of turn key contract(s) or contract(s) of special nature for procurement of sophisticated and costly equipment, a suitable provision may be made in the bidding document for pre-bid conference for clarifying issues and clearing doubts, if any, about the specifications and other allied technical details of the plant, equipment and machinery projected in the bidding document. The date should be sufficiently ahead of the bid opening date.
 - (k) In the event of new item being purchased by replacing the old one, a suitable clause is to be incorporated in the bidding document mentioning about buy back clause offer so that the prospective and interested bidder may formulate their bids accordingly. The details about condition and value of the old item to be traded should be clearly mentioned. However, provision should also be kept in the while purchasing the new one.
 - (l) Bids received should be evaluated in terms of the conditions already incorporated in the bidding documents; no new condition which was not incorporated in the bidding documents should not be brought in for evaluation of the bids. Determination of a bid's responsiveness should be based on the contents of the bid itself without recourse to extrinsic evidence.
 - (m) Normally, negotiations with bidders after bid opening should not be held. However, negotiation with only lowest evaluated responsive bidder (L-1) may be held in specific circumstances provided the same is found logical and justifies in the financial interest of the University.
 - (n) In the rate contract system, where a number of firms are brought on rate contract for the same item, negotiations as well as counter offering of rates are permitted with the bidders.
 - (o) Contract should ordinarily be awarded to the lowest evaluated bidder. However, where the lowest acceptable bidder against ad-hoc requirement is not in a position to supply the full quantity required, the remaining quantity, as far as possible, be ordered from the next higher responsive bidder (L-2) at the rates offered by the lowest responsive bidder (L-1).
 - (p) The name of the successful bidder awarded the contract should be mentioned on the notice board or put on University's web site.

8. Maintenance Contract

Depending upon the cost and nature (generally sophisticated and costly equipment and machinery) of goods to be purchased, it may also be necessary to enter into maintenance contract(s) for suitable period either with the supplier of the goods or with any other competent firm. While entering into such contract, it may be kept in view that the equipment of machinery is maintained free of charge by the supplier during its warranty period or such other extended periods as the contract terms may provide and the paid maintenance should commence only thereafter.

[B] Procurement of Services

Procurement of outsourcing of services means hiring of external professionals, consultancy firms or engagement of consultants for a specific job.

The following guidelines may be scrupulously followed for outsourcing of services.

1. Identification of work/services

Engagement of consultants may be reported to in situations requiring highly quality services for which the University does not have the requisite expertise. Approval of the competent authority should be obtained before engaging consultant(s).

2. Defining the scope of work/service

The requirement, objective and scope of the work/service may be explicitly defined in simple and concise language. The Terms of Reference (TOR) containing the eligibility and pre-qualification criteria to be mere by the consultant(s) should include the following:

- (a) Precise statement of objectives.
- (b) Outline of the tasks to be carried out.
- (c) Schedule of completion of task.
- (d) The support or inputs to be provided by the University to facilitate the consultancy.
- (e) The final output that will be required of the consultant.

3. Estimation of reasonable expenditure

Reasonable expenditure on the proposed engagement of consultant(s) should be estimated by ascertaining the prevalent market/conditions and consulting other organizing engaged in similar activities.

4. Identification of likely sources

SI. No	Estimated cost of work/service	Procedure for Identification
(i)	Up to Rs. Twenty-five lakhs	A long list of potential consultants may be prepared on the basis of formal or informal enquires from other organizations involved in similar activities, consultancy firms etc.
(ii)	Above Rs. Twenty-five lakhs	In addition to (i) above, an enquiry for seeking 'Expression of Interest' (including in brief, the broad scope of work/service, inputs to be provided by the University, eligibility and the pre-qualification criteria to be met by the consultant and the consultant's past experience in similar work/service) from consultants should be published in at least one national daily and the University's web site. The web bite address should also be given in the advertisements. The consultants may also be asked to send their comments on the objectives and scope of the work/service projected in the enquiry. Adequate time should be allowed for getting responses from interested consultants.

5. Short listing of consultants

On the basis of response received from the interested parties, consultants meeting the requirements should be listed for further consideration. The number of short listed consultants should not be less than three.

6. Issue of request of proposal (REP)

The short listed consultants should be issued the Request for Proposal (REP) to seek their technical and financial proposal. It should contain the following:

- A letter of invitation
- Information to consultants regarding the procedure for submission of proposal.
- Terms of Reference (TOR)
- Eligibility and pre-qualification criteria in case the same has not been ascertained through enquiry for expression of Internet.
- List of Key position where CV and experience would be evaluated.
- Bid evaluation criteria and selection procedure.
- Standard formats for technical and financial proposal
- Proposed contracts terms.
- Procedure proposed to be followed for midterm review of the progress of the work and review of the final draft report.

7. Receipt and opening of proposals

Proposal should be asked for from consultants in 'two-bid' system with technical and financial bids sealed separately and both the envelopes kept in a bigger envelop duly sealed. The bid should be submitted by the specified date and time at the specified place. The bids received after the specified date and time of receipt should not be considered.

On receipt, the technical proposals should be opened first.

8. Evaluation of bids

The technical bids should be evaluated by duly constituted Technical Evaluation Committee. The committee shall record in detail the reasons for acceptance or rejection of the technical proposals.

The common committee or the separate financial committee shall open the financial bids of only those bidders who have been declared technically qualified by the technical committee. This committee would further analyze or evaluate the financial bids for ranking/selecting the successful bidder for placement of the consultancy contract.

9. Selection of a particular consultant by nomination

In special circumstances where it becomes necessary to select a particular consultant in the interest of the University, full justification for such single-source selection should be recorded in the file and approval of the competent obtained before resorting to such single-source.

10. Monitoring the contract

The performance of the consultant(s) should be continuously monitored so that the output of the consultancy is in line with the objectives of the concerned School/unit.

[C] OUTSOURCING OF SERVICES

The following basic guidelines should be adhered to while outsourcing.

1. Identification of likely contractors

The concerned School/centre/unit etc. should prepare a list of likely and potential contractors on the basis of formal or informal enquiries from other organization involved in similar activities, „yellow Pages“, trade journal, web site etc.

2. Preparation of tender enquiry

The tender enquiry should contain the following:

- (i) The details of the work and service to be performed by the contractor.
- (ii) The facilities and inputs which will be provided to the contractor by the University.
- (iii) Eligibility and qualification criteria to be met by the contractor for performing the required work/service.
- (iv) The statutory and contractual obligations to be complied with the contractor.

3. Invitation of bids

SI. No	Estimated cost of work/service	Procedure for Identification
(i)	Up to Rs. Ten lakhs	- scrutiny of preliminary list of identified contractors - to decide the prima facie eligible and capable contractors. - to issue limited tender enquiry to them asking for their offers by a specified date and time the number of such identified contractors should not be less than six).
(ii)	Above Rs. Ten lakhs	The concerned School/centre/unit should issue advertised tender enquiry asking for the offers by a specified date and time in at least one popular largely circulated national newspaper and website of the Delhi University.

4. Receipt and evaluation of bids

The PPC would evaluate the valid bids. Bids received after the specified the date and time of receipt should not be considered. The responsive bids should be evaluated, segregated ranked for selecting successful bidder for placement of the contract. The recommendation of the PPC approved by the PVC/ Dean R&D/Designated Officer would be final in all such matterse.

5. Outsourcing by choice

Should it become necessary in an exceptional situation to outsource a job to a specifically chosen contractor; the competent authority in the University may do so in consultation with the Finance School. In such cases, the detailed justification, the circumstances leading to the outsourcing by choice and the special interest or purpose it shall form integral part of the proposal.

6. Monitoring the contract

The conduct and the performance of the contract should be monitored continuously by the PI and any discrepancies are to be placed on the record and actions are to be initiated in consultation with PPC.



ANNEXURE-IV

Dr. B. R. Ambedkar University **FORMAT FOR CLOSURE OF RESEARCH PROPOSALS**

(Submit 5 copies)

Closure of the Terminated/Completed Project entitled “_____”

The above noted project has terminated/completed on _____, the relevant details of the project are being given.

1. Name of Principal Investigator
2. Designation
3. School/Centre
4. Name of the Co-Investigator
5. Designation
6. School/Centre
7. Title of the Project
8. Duration of the Project
Date of commencement
Date of completion
From To
9. Funding agency
10. Total funds received including salaries without overhead charges
11. Total overhead charges received
12. Whether the final accounts of the completed projects for all the years have been submit closed. If not, reasons thereof.
13. Amount of the unspent balance
14. Whether the unspent balance is to be returned to the sponsoring body.

15. Whether the certificate of „no liability“ against the project to enable the University to refund the unspent balance, if any, to the sponsoring body is enclosed or not. If not, reasons thereof.
16. Whether the final Technical Report of the project for onward transmission to the sponsoring body, is enclosed or not. If not, reasons thereof:
17. List of non-consumable articles

S.No.	Item(s)	Date of Purchase	Cost at time of Purchase	Present Condition	Whether transferred to the School Details thereof
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18. Whether all the advances have been rendered and reconciled with the Finance Office. If not, reason thereof:

Signatures of the Investigator : Date

Signatures of the Co-Investigator : Date
(if any)

Name: Head of the School/Director of Centre

Signature : Date:

Seal

DR. B.R. AMBEDKAR UNIVERSITY DELHI

REGULATION GOVERNING THE AWARD OF THE DEGREE OF DOCTOR OF LITERATURE (D. Litt.)

REGULATION 1: Short title, application and commencement:

- 1.1 This Regulation shall be called the “Dr. B.R. Ambedkar University Delhi, Doctor of Literature (D. Litt.) – Regulation 2024. It shall come into force from the date of approval of the Academic Council (AC), Executive Council (EC) and notified by the Dr. B.R. Ambedkar University Delhi.
- 1.2 The D. Litt. Degrees are the highest Post Doctoral Degree (PDD) of the Dr. B.R. Ambedkar University Delhi.
- 1.3 The degree of D. Litt is of a higher standing than either a Masters degree or the degree of Doctor of Philosophy (Ph.D.) and is awarded for work that makes an original, substantial and distinguished contribution to knowledge in a field with which the School is concerned. Work submitted for the Degree shall be original unpublished research work in the form of a thesis which would make novel and relevant contributions to the field of study at the highest level. The degree will give the applicant authoritative standing in that field and the right to general recognition of this standing by scholars in the field.
- 1.4 The higher Post Doctoral Programme leading to the degrees of D. Litt. shall be offered in the following Faculties/Subjects and inter-disciplinary Faculties/Subjects of the University:
 - (i) The University shall award D. Litt. Degree in the disciplines of Business, Humanities, Social Sciences, Arts and other related areas covered under the School of Arts.
- 1.5 The degree of D. Litt of the Dr. B.R. Ambedkar University Delhi shall be conferred on the candidates who fulfill the requirements as specified in these ordinances.
- 1.6 This Regulation shall apply to the D. Litt programme conducted in different disciplines/faculties at the University Post Graduate (PG) Departments / University Schools, recognized institutions of repute and/or centers approved by the Dr. B.R. Ambedkar University Delhi or affiliated to the Dr. B.R. Ambedkar University Delhi.
- 1.7 The Regulations govern the conditions for imparting instructions for the courses, conduct of examinations and evaluation of scholars' performance leading to D. Litt degree. These Regulations will be effective for the batches of scholars admitted from the year 2024 onwards.
- 1.8 The provisions of these Regulations shall be applicable to any new disciplines/subject/School that are introduced from time to time and included to the above list, unless specified specifically.
- 1.9 Notwithstanding any provisions contained in these Regulations, on the recommendation of the Academic Council (AC) and the Executive Council (EC) shall exercise its powers to change/amend/interpret/implement the decisions and actions concerned with academic matters, to change any or all parts of these Regulations at any time.

REGULATION 2: Constitution of Post Doctoral Research Committees (PDRC):

There shall be post doctoral research committee(s) for Admission, registration, research advice, and monitoring the research progress and programme at the School/ University level for each School. The committee to be constituted from members of RRC/BUTR.

2.1 Admission Committee:

An Admission Committee at the University shall be constituted as:

- i. Chairperson:
- ii. Members:
- iii. Member:
- iv. Member:
- v. Hon. VC Nominee:

The Academic/PG section of the University shall convene the meetings of the Admission Committee, maintain all minutes and records. The work of the member secretary is to guide the members and implement the procedures as per the rules and regulations of the higher research degree D. Litt. of the University. The committee shall scrutiny all the applications and recommends eligible/ ineligible candidates for further processing. The committee shall coordinate all the admission related work of the programme.

2.2 Post Doctoral Research Advisory Committee (PDRAC):

A Post Doctoral Research Advisor Committee (PDRAC) for each School at the University shall be constituted as:

- i. Chairperson:
- ii. ex-officio member:
- ii. Member:
- iii. Member:
- iv. Member:
- v. Hon. VC Nominee:
- vi. Hon. VC Nominee:

For each School there shall be a PDRAC at the University level. The members of the committee shall hold office for a period of three years from the date of constitution of the committee or as per the discretion of Hon. VC.

This Committee shall have the following responsibilities:

- (i) Take decision on the list of eligible/ineligible candidates as prepared and notified by the admission committee.

- (ii) Take Personal Interview/Viva-Voce (PI/VV) of those that have qualified in the eligibility at the Dr. B.R. Ambedkar University Delhi, Ahmedabad for recommending the names for admission.
- (iii) To assign advisor/co-advisor to the Dr. B.R. Ambedkar University Delhi research scholar or to recommend to registered for the programme as an independent scholar.
- (iv) To review the Post Doctoral research proposal and approve the title and topic of Post Doctoral research.
- (v) To guide the research scholar to develop the study design and methodology of post doctoral research and identify the course(s) that he/she may have to do.
- (vi) To periodically review and assist in the progress of the post doctoral research work of the research scholar, preferably once in a term/semester.
- (vii) To scrutiny the application of postdoctoral advisor and prepare list of eligible and ineligible applicants for final approval by the Hon. VC.

The AES section of the University shall convene the meetings of the PDRC, maintain all minutes and records. The work of the member secretary is to guide the members and implement the procedures as per the ordinances, rules and regulations of the higher research degree D. Litt. programme of the University. The functions of the PRDRC shall be to monitor/evaluate the progress of the D. Litt. programme.

A post doctoral research scholar shall appear before the PDRAC once in six months to make a presentation of the progress of his/her work for evaluation and further guidance. The six-monthly progress reports shall be submitted by the PDRAC to the University with a copy to the research scholar.

In case the progress of the research scholar is unsatisfactory, the PDRAC shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures, the PDRAC may recommend to the University with specific reasons for cancellation of the registration and admission of the research scholar or delay the semester progression.

The recommendations of the PDRAC shall be referred to the RRC/BUTR and then subsequently shall be placed before the Academic Council and the for necessary action, if required and deemed to be fit.

REGULATION 3: Eligibility:

- 3.1. As D. Litt. Degree is the highest Post Doctoral degree of the Dr. B.R. Ambedkar University Delhi, a candidate seeking admission to D. Litt. programme of the University, must have pursued outstanding research in the concerned discipline and obtained the minimum qualifications required for admission as mentioned below.
- (i) Must have obtained a Ph. D. or an equivalent degree from this University or from any other UGC recognized University of the country or from a foreign University of standing in the concerned discipline, at least five years prior to the date of application.
 - (ii) Must have done post-doctoral research work, and must have made significant contribution to research in the concerned discipline as evidenced by research publications. He/She must have published 10 (ten) research papers in Scopus/ WoS/ UGC CARE indexed journals with Thomson Reuter Impact Factor of 2 (two) or more as a first author, a corresponding author or

a co-author after completing his/her Ph.D. study and have an individual Scopus h-index 10 (ten) or more.

OR

Must have done post-doctoral research work and must have made significant contribution to research in the concerned discipline as evidenced by 2 (two) patents granted in relevant discipline after completing his/her Ph.D. study.

OR

Must have done post-doctoral research work and must have made significant contribution to research in the concerned discipline as evidenced by successfully completed 3 (three) national/international major research projects each of Rs. 30 lakh and above as a principal investigator and/or as a coordinator.

OR

Must have done post-doctoral research work, must have made significant contribution to research in the concerned discipline as evidenced by successfully guided 5 (five) Ph. D. scholars in relevant discipline and his/her research work and efforts should have national and international recognition and have made a distinct contribution to the society and advancement of knowledge. Must have published 10 (ten) research publications in Scopus/ WoS/ UGC CARE indexed journals on his/her credit after completing his/her Ph.D. study or by having published 10 (ten) books/monographs with internationally reputed publishers in relevant discipline after completing his/her Ph.D. study.

Note: Publication in Conference proceedings, Abstract, Article in a Newsletters/ Magazines/ Newspapers will not be considered as a part of Research Publications to determine the eligibility for the said programme.

- 3.2 Any eligible and dully admitted candidate can pursue the D. Litt. degree along with his/her regular full-time/ part-time/ contractual/ ad-hoc type of job/service/assignment. For in-service candidate, No Objection Certificate is required from his/her present employer.

REGULATION 4: Procedure for admission:

- 4.1 There is no fix number of available seats for each subject for D. Litt. programme in the University.

The University shall notify D. Litt. admission announcement on the University website or by an advertisement in the leading newspapers or on electronic media.

The candidates seeking admission to D. Litt programme of the University shall have to fill up the prescribed admission form designed by the Dr. B.R. Ambedkar University Delhi time to time and submit the same within the prescribed date specified in the admission announcement.

- 4.2 Those that have applied and qualified in the eligibility shall have to appear before the PDRAC for Personal Interview/Viva-Voice (PI/VV) at the Dr. B.R. Ambedkar University Delhi, as per the scheduled and place specified by the Dr. B.R. Ambedkar University Delhi.
- 4.3 A copy of the D. Litt. Regulations, Rules and Regulations; and details of admission process related to the D. Litt. programme shall be provided to the candidates along with the admission form or through the website of the University.

- 4.4 Only highly potential candidates shall be admitted to the D. Litt. programme based on the merit position of the eligible candidates. Merit position shall be decided after completion of the entire process of Personal Interview/Viva- Voce (PI/VV).
- 4.5 The admission process shall be conducted twice in a year. The first term/semester admission process is expected to be completed by 31st August/or as may be decided by Hon. VC and the second term/semester admission process by 31st January/or as may be decided by Hon. VC for every academic year.
- 4.6 The Personal Interview/Viva-Voce (PI/VV) of 100 marks of eligible candidates shall be conducted separately for each School by PDRAC.
- The interview/viva voce shall also consider the following aspects, viz. whether:
- (i) The candidate possesses the competence for the proposed research;
 - (ii) The research work can be suitably undertaken at the University/ Institution;
 - (iii) The proposed area of research can contribute to new/additional knowledge.
- At the time of PI/VV the candidates are expected to discuss their research interest/area/content before the PDRAC.
- Candidate who is applying for D. Litt in multi/ inter/ intra disciplinary subject has to appear and pass PI/VV in the subject for which he/she wants to take admission for D. Litt.
- The passing standard in PI/VV is 60% for all categories and all faculties.
- 4.7 The admitted candidates shall have to pay the prescribed fees within 10 days (or date specified) from the date of offer of admission, failing which the admission shall be considered to be cancelled.

REGULATION 5: Allocation of Research Advisor:

- 5.1 The short-listed candidates in the merit lists shall not have any automatic right for admission and enrolment for D. Litt programme of the University. This shall be subject to availability of resources/ infrastructures etc. with the University.
- 5.2 A candidate is expected to do independent post doctoral research work. However upon the request of the candidate or upon the recommendation of RRC, the University may provide an Advisor/Co-Advisor.
- 5.3 If PDRAC feels appropriate that it is required to assign an Advisor for better implementation of the programme, they may assign Advisor/co-advisor irrespective of candidate's choice and remain binding to the scholar.
- 5.4 The allotment/allocation of advisor, if needed or assigned, shall not be left to the individual candidate or advisor. The PDRAC/ RRC/ BUTR shall have the sole authority to decide the allocation of advisor to a candidate, subject to availability of academic/laboratory resources/expertise etc. including the acceptance by the concerned advisor, the number of candidate per advisor, required infrastructure, research interest of the scholar as indicated in the PI/VV. The PDRAC/ RRC/ BUTR may, however, consider the choice indicated by the candidate in the application, if found feasible.
- 5.5 The PDRAC or RRC/BUTR shall finalize and communicate the name of the advisor and co-advisor within a month of admission of the candidate.
- 5.6 Notwithstanding anything contained in this ordinance, no advisor or co-advisor shall be under an obligation to accept any candidate for D. Litt studies.

- 5.7 The workload of D. Litt advisor shall be determined on the basis of the policy formulated by the Dr. B.R. Ambedkar University Delhi or UGC from time to time.

REGULATION 6: Procedure for Registration:

- 6.1 As soon as the candidates are admitted to the D. Litt programme, they shall be provisionally registered for the programme. After the title clearance by PDRAC, their D. Litt registration shall be confirmed. This process shall be completed within the term/semester of provisional registration.
- 6.2 A candidate admitted to the D. Litt programme as per the procedure described earlier shall be registered as a D. Litt scholar by the University. The period of registration shall start from the date of admission.
- 6.3 The candidate shall be required to finalize and submit a brief research proposal of about 1000 words containing the title, significance and scope of the topic, rationale, justification, national-international status, theory and research methodology/ techniques involved, references, bibliography, place of research, etc..
- The PDRAC shall either confirm the acceptance of the research proposal or ask the scholar to make necessary changes.
- 6.4 Once the topic and proposal is finalized, the scholar will be required to fill up the prescribed registration form with the required fees.
- 6.5 A registered D. Litt scholar shall not be allowed to pursue any other course/ programme from any University simultaneously. If any such violation is noticed, the registration of the scholar shall be cancelled automatically.
- 6.7 A scholar shall not be permitted to submit a D. Litt thesis for which a degree has been conferred on him/her in this or in any other University. But a scholar shall not be precluded from incorporating any work which he/she has already submitted for a degree in this or any other university, in a thesis covering a wider field, provided that he/ she shall indicate in a written statement accompanying the thesis any work which has been so incorporated.

REGULATION 7: Duration of the programme:

- 7.1 The duration of the programme shall be from the date of Registration, i.e., when the candidate is admitted to the D. Litt programme after the payment of fee.
- 7.2 Minimum duration of the programme is four semesters/terms (two years) after which the D. Litt thesis can be submitted.
- 7.3 The maximum duration of the D. Litt programme shall be for a maximum period of four years.
- 7.4 The women candidates and Persons with Disability (more than 40% disability) may be allowed a relaxation of one years for D. Litt in the maximum duration. In addition, the women candidates may be provided Maternity Leave/Child Care Leave once in the entire duration of D. Litt for up to 240 days.
- 7.5 Extension beyond the above limits will be governed by the relevant clauses as stipulated in the Statute/Ordinance of the University concerned or at the discretion of Hon'ble. VC.

- 7.6 In case the scholar fails to submit the thesis within this stipulated period he/she shall have to get re-registered. For re-registration, the rules of registration applicable to a fresh applicant shall have to be followed, including submission of proposal, title clearance, thesis, fees, etc.

REGULATION 8: Language of the thesis:

- 8.1 The candidate should submit the D. Litt. thesis in English except when, it is related to an Indian language or other foreign language, where the thesis should be in the language concerned.
- 8.2 In case of Indian language or other foreign language a scholar is allowed to submit the thesis in the language concerned. Before submitting the thesis in an Indian language or other foreign language, it is must for the scholar to submit the brief summary/ important findings of the thesis in English (15 to 20 pages).

REGULATION 9: Cancellation of Registration:

- 9.1 A candidate can cancel his/her registration by submitting formal application duly forwarded and recommended by concern advisor/dean of the School.
- 9.2 The D. Litt registration of a scholar is liable to be cancelled for any of the following reasons:
- (i) Violation of discipline, conduct and rules of the Institute/ Department/ School/ University.
 - (ii) Non-submission of the D. Litt thesis within the stipulated period.
 - (iii) Non-conformity with the rules/regulations/ordinances of the D. Litt. programme.
 - (iv) Giving false information at the time of application/admission/registration.
 - (v) Registration may also be cancelled on the recommendations of the PDRAC on account of lack of progress as reported by the Advisor/Co-Advisor and also after giving due opportunity to the scholar for defending his/her case.

REGULATION 10: Change of Topic and Title:

- 10.1 A scholar shall select and finalize the research title in the first PDRAC either independent or in consultation with the Advisor/Co-Advisor, if any.
- 10.2 If any minor change of topic/title becomes necessary to address the desired objectives, the PDRAC may, on the recommendation of the Advisor/Co-Advisor, if any, permit to change the topic/title, prior to submission of the thesis.
- 10.3 The major change in the topic is to be approved by PDRAC and scholar has to work for four semesters/terms after the major change in topic/title is approved.

REGULATION 11: Progress Review:

The registered research scholar has to submit progress reports after every semester/term. The report shall include an elaborate description of the reading, writing, data collection or any other work done in relation to the research. The scholar

scholar can also mention difficulties encountered, if any.

- 11.1 An independent scholar has to certify the report and mention in unambiguous terms whether the progress is satisfactory or not and whether the work done during the period under consideration is relevant and adequate or not.
- 11.2 In the case where an advisor and/or co-advisor assigned, they are expected to certify the report submitted by the scholar and mention in unambiguous terms whether the progress is satisfactory or not and whether the work done during the period under consideration is relevant and adequate or not. Only after the advisor's approval regarding the satisfactory progress of the work for two consecutive semesters/terms, the scholar shall be allowed to continue his/her research in the next semester/term.
- 11.3 The PDRAC shall meet to review the progress of the Post Doctoral Research Programme of the scholar at the end of every semester/term.

REGULATION 12: Research Process:

- 12.1 The work of the candidate shall comply with the following conditions to merit the award of the degree:
 - (i) It must be a substantial work making a distinct addition to learning in the concerned subject of the discipline.
 - (ii) It must be original in the sense of opening up new fields of research, or of making a marked advancement on the results of previous investigations, or of giving a new interpretation of the facts already known.
 - (iii) It must be a scholarly work of high quality.
 - (iv) It must be the work published in the form of research papers in SCOPUS/ WOS/ UGC CARE listed journals of repute and/ or published in the form of books/ monographs, chapter contribution to books/ monographs, etc. with internationally reputed publishers, after the admission in the programme.
 - (v) It must be the work done after obtaining the Ph. D. degree as well as after the admission in the programme.
 - (vi) It must be the work done during the tenure of the D. Litt.
 - (vii) It must not be the work, which has been previously submitted for a degree or a diploma in this or in any other University.
 - (viii) It must not be the work under consideration for a degree or a diploma in this or in any other University.
- 12.2 After completion of research work to the satisfaction of the advisor, the D. Litt scholar shall produce a thesis within a reasonable time as stipulated by the University.
- 12.3 The D. Litt programme culminates with the submission of a thesis of a substantial work of original research carried out by the scholar. This research work is expected to be potentially fit for publication and should stand peer review.
- 12.4 The scholar shall state generally in the preface and specifically in notes, the sources from which the information is derived, the animal and human ethical approvals, obtained, if any, the extent to which the work of others has been made use of, and the portion of the work the researcher claims as original.

- 12.5 The D. Litt scholar shall publish a minimum of 04 research papers as a first author/ corresponding author/ co-author in a SCOPUS/WoS/UGC CARE listed peer reviewed journal having Thomson Reuter Impact Factor 2 (two) or more before the submission of the thesis for adjudication and produce evidence for the same in the form of acceptance letter from the publisher or the reprint/copies of the publication.
- 12.6 The D. Litt scholar shall have attended and presented at least 02 papers or 02 invited talks on his/her research work in national/international level seminar/ conference/ symposia/ colloquia, etc. before the submission of the thesis.
- 12.7 It is mandatory for the scholar to mention address of the concern department/school of the Dr. B.R. Ambedkar University Delhi either as a primary or secondary address in each publications resulted from the work. This is mandatory because scholar is registered at the University and advisor/co-advisor is recognized by the University.
- 12.8 Requirements of publications and presentations shall not be valid for the D. Litt without the citation of Dr. B.R. Ambedkar University Delhi.
- 12.9 The D. Litt scholar shall submit all the necessary research work stated above and produce evidence for the same in the form of acceptance letters from the publishers or reprints/copies of the publication.
- 12.10 All the relevant documents shall be submitted at the time of submission of the thesis.

REGULATION 13: Format of the thesis:

- 13.1 Before submitting the thesis, a scholar has to produce Anti-Plagiarism clearance Certificate as per the Anti-plagiarism and academic dishonesty policy of the Dr. B.R. Ambedkar University Delhi for the content of the thesis.
- 13.2 Every scholar shall submit with his/her thesis a certificate stating that the thesis submitted is a record of original research work done by the scholar during the period of study and that the thesis has not previously formed the basis for the award to the candidate of any Degree, Diploma or other similar titles and that the thesis represents independent research work on the part of the scholar. If work is supervised by the advisor/co-advisor, the certificate is to be duly signed by them.
- 13.3 The process of the submission of thesis shall be as follows:
- | | |
|---------------------|--|
| Primary submission: | 03 copies (loose /spiral bound + 01 Soft copy (CD – pdf/word version): to be sent to the external examiners for evaluation. |
| Final Submission: | 02 hard bound copies + 01 Soft copy (CD - pdf /word version): With all necessary corrections and suggestions directed by the external examiners, academic information about the scholar, Registration and publication etc. |
- 13.4 The final thesis shall be presented in accordance with the following specifications:
- (i) The paper used for printing shall be of A4 size.
 - (ii) The printing shall be in a standardized form two side(s) of the paper with one and half line spacing with legible fonts and fonts size.

- (iii) A margin of one inch shall be kept at right, left, top, and bottom of the page.
 - (iv) The title of the thesis, name of the scholar, degree, name of the advisor/co-advisor, Dr. B.R. Ambedkar University Delhi address, and the month and year of submission shall be printed on the title page and the front cover.
- 13.5 The colour of the cover should be preferably dark. Side cover bound should clearly mention “D. Litt Thesis” on the top, name of the scholar, month and year of submission.
- 13.6 The thesis shall also contain certificates as per the proforma prescribed by the University.

REGULATION 15: Submission of the Thesis

- 14.1 Prior to submission of the thesis, the scholar has to make a pre-D. Litt presentation in the department/university/institute that may be open to all School members and research scholars for feedback and comments which may be suitably incorporated, if necessary. The changes made to be certified by the advisor/co- advisor, if any.
- 14.2 The thesis shall be submitted to the University for Evaluation through the supervisor(s) and forwarded by Head of the University Department/Head of the Institution.
- 14.3 Supplementary papers to the thesis, printed copies of any contributions to the knowledge of the subject or of any cognate branch of science that may have been published in journals or periodicals may also be included along with the thesis or given as bibliography.

REGULATION 15: Appointment of Examiners

- 15.1 The procedure for the appointment of examiners shall be undertaken soon after the scholar submits his/her thesis.
- 15.2 The thesis shall be evaluated by three external examiners for the all School, i.e., 01 examiner from within the State, 01 from outside the state and 01 from outside the country. In the case of non-availability of examiner from outside the country, Hon. VC can appoint 02 examiners from outside the state.
- 15.3 The PDRAC shall prepare a list of 09 examiners (03 from within the state, 03 from outside the state and 03 from outside the country), as mentioned in 17.2 for each such submission or the Dean of the concern School shall also be entitled for such nomination of external examiners.
- 15.4 Hon. VC shall appoint 03 examiners, as per the above norms, from the above list.
- 15.5 The external examiners are expected to send the evaluation report within 01 month from the date of receipt of the thesis. In case of undue delay by the examiner to send the report, the University may, with the approval of Hon. VC, send the thesis to another external examiner.

REGULATION 16: Evaluation of the Thesis:

- 16.1 The university shall complete the process of evaluation of the thesis including the

Viva Voce within the period of 02 months from the date of submission of the thesis, unless under exceptional/unfavorable conditions.

To expedite this process of evaluation, pdf version (in electronic form, soft-copy) of the thesis may be sent to the external examiners through e-mail. This is to be done by the Dy. Registrar, PG Section, Dr. B.R. Ambedkar University Delhi, once appointments of the examiners are made. If the said work has been carried out under supervision of advisor, the advisor will do all interim correspondence to acquire the reports from the examiners as early as possible. For all these, electronic communication will be preferred and remain valid.

- 16.2 The evaluation shall be done by 03 external examiners independently. Where there is an advisor/co-advisor, the advisor and co-advisor shall prepare an evaluation reports and submit to the University.
- 16.3 The Examiners who evaluate the thesis shall report on the merit of the scholar's thesis for the D. Litt degree in one of the following terms:
- The thesis to be accepted for the award of D. Litt degree in the present form.
 - The thesis to be accepted for the award of D. Litt degree after minor corrections/ revisions.
 - The D. Litt thesis be revised and resubmitted for evaluation.
 - The D. Litt thesis is rejected.
- 16.4 The format of the examiner's adjudication report is to be as prescribed by the University, which shall be sent to every examiner while sending the thesis. Communications and sending of the thesis and receiving of reports through email/attachments/fax shall be preferable and remain valid to expedite the procedure.
- 16.5 Opinion of examiners on evaluation of the thesis:
- (i) If the thesis is commended (approved) by all the external examiners, each examiner may seek clarifications/questions, if any, to be answered at the time of *Viva voce*.
 - (ii) In case all the external examiners have not commended the thesis (not considered the thesis acceptable for D. Litt. degree), then the thesis shall be rejected and the registration be cancelled. However, Hon. VC in coordination with PDRAC/ RRC/ BUTR may reconsider the merits of the thesis for re-evaluation by appointing other examiners as per the norms of appointment of examiners.
 - (iii) In case, two of the external examiners have not commended the thesis, then the thesis shall be again referred to two other external examiners to be appointed by Hon'ble VC, from within the state or outside the state/India as the case may be. If these examiners commend the thesis, the scholar shall be allowed to appear for the *Viva voce*. If these examiners do not commend the thesis, it shall be rejected and the registration be cancelled after proper evaluation by PDRAC/ RRC/ BUTR.
 - (iv) In case, one of the external examiners has not commended the thesis, then the thesis shall be again referred to another external examiner to be appointed by Hon. VC, from within the state, outside the state, or outside the

country as the case may be. If this examiner commends the thesis, the scholar shall be allowed to appear for the *Viva voce*. If this examiner does not commend the thesis, it shall be rejected and the registration be cancelled after proper evaluation by PDRAC/ RRC/BUTR.

- 16.6 If the examiner/examiners insist on any correction/revision to be made in the thesis, the same shall be made by the scholar before the *open Viva voce* and certified by the scholar (and advisor, if any), which is to be forwarded through Head of the Department/Institute.
- 16.7 If the Examiner/Examiners explicitly suggest/s the need for revision and re-submission of the thesis for further examination, then the revised thesis, duly certified by the scholar (and advisor, if any) shall be sent to the same examiner/s for further evaluation. In the absence of such a statement or if the examiner concerned specifically instructs that the revised thesis need not be sent back to him/her, the revised thesis duly certified by the scholar (and advisor, if any) shall be examined by the PDRAC/ RRC/ BUTR and accepted, if found in order, and the scholar shall be allowed to appear for open *Viva voce*.
- 16.8 Where the scholar has been asked to revise/resubmit the thesis, the same shall be done within the shortest possible period and in any case not later than 01 year from the date of the communication regarding the same by the University.
- 16.9 In case the candidate fails to submit the revised thesis within 01 year, the process of thesis evaluation gets cancelled. Then, the candidate shall submit the thesis again, along with the necessary fees, to start the process of thesis evaluation afresh.

REGULATION 17: Open Viva Voce Examination:

- 17.1 On receipt of satisfactory evaluation reports, either in hard copy/ e-mail/ fax/ any e-resource, the D. Litt scholar shall undergo for an open *Viva Voce Examination*, where he/she shall defend the research work in the thesis at University Department.
- 17.2 In cases where the thesis has been approved, and on receipt of communication from the University, the advisor/ concerned head of the University department shall coordinate the conduct of open *Viva Voce Examination* for the scholar.
- 17.3 The advisor/ concerned head of the University department shall fix the date and time of the *Viva Voce Examination* in consultation with the external examiner, who shall be appointed by Hon. VC for conducting the open *Viva Voce Examination*.
- 17.4 The advisor/head of the University department shall give wide publicity for the same.
- 17.5 The maximum time limit for conducting open *Viva voce* shall be 02 months from the date of receipt of favorable evaluation reports from the examiners. If the scholar fails to take open *Viva Voce Examination* within 02 months on valid grounds, Hon. VC may permit 02 months extensions on specific request/s from the scholar through the advisor/concerned head of the University department.
- 17.6 The open *Viva voce* shall be held on any working day of the University. In case the open *Viva voce*, the examiner is not in a position to travel to the University, an open *Viva voce/defense* with the participation of the external examiner through online mode, video-conferencing or at a place convenient to the examiner, be arranged with the permission of Hon. VC.

- 17.7 In the open *Viva voce*, the advisor/ concerned head of the University department shall introduce the External examiner, who shall then conduct the open *Viva voce/Defense*. The scholar shall make a 30-45 minute presentation about his/her research work pertaining to the D. Litt thesis. After the presentation, the external examiner and the advisor/ concerned head of the University department shall conduct the *open viva voce*. The participants are allowed to ask questions/queries/justifications related to the thesis work.
- 17.8 If the scholar passes the *open viva voce/defense* examination, the *open viva voce* examiner and the advisor/ concerned head of the University department shall consolidate the recommendations and submit the same to the University, as per the format prescribed by the University, for the award of the degree based on
- (i) the reports of the examiners who adjudicated the thesis and
 - (ii) the evaluation of the scholar's performance in the *open viva voce* examination.
- 17.9 The scholar who is successful in the *open viva voce* examination shall be declared to have qualified for the D. Litt degree of the Dr. B.R. Ambedkar University Delhi.
- 17.10 If a scholar does not satisfy the Examiners' questions/queries at the *open viva voce* examination, he/she shall be re-examined after a period of not less than three months. The scholar shall not be declared eligible for the degree unless all the Examiners unanimously declare him/her eligible for the degree.
- 17.11 In the event of all the external examiners being unavailable for the *open viva voce*, a forth (external) examiner from within India shall be appointed by the VC, in consultation with the PDRAC to conduct the *open viva voce*.

REGULATION 18: Award of degree:

- 18.1 A candidate becomes eligible for the award of the D. Litt degree after fulfilling all the academic requirements prescribed by the University.
- 18.2 The D. Litt degree shall be awarded in the discipline of the School in which the scholar is registered for the D. Litt programme. The title of the D. Litt thesis, name of the candidate, name of the advisor, if any, and subject/School shall be mentioned in the D. Litt Notification.
- 18.3 If the thesis is recommended for award of the D. Litt degree after the *open viva voce*, the Registrar, with the approval of the VC, shall declare the result in the form of notification.
- 18.4 A certificate to this effect shall be issued by the Registrar to the successful scholar.

REGULATION 19: Deposit of thesis with the UGC and the Commissioner of Higher Education:

- 19.1 Following the successful completion of the evaluation process and announcement of the award of the D. Litt by the University, the scholar shall submit, through the University a soft copy of the final version of D. Litt thesis each to the UGC and to the Commissioner for Higher Education, Government of Gujarat, within a period of 30 days, for record and for hosting the same in INFLIBNET accessible to all Institutions/Universities.

- 19.2 One hard/soft copy of the thesis shall be placed in the University Library and one hard/soft copy shall be sent to National Library. The scholar' name, title of the thesis and an extended abstract shall be placed on the University website/depository by the University.

REGULATION 20: Recognition of D. Litt Advisor

- 20.1 Any regular School member of school/department/college of the Dr. B.R. Ambedkar University Delhi who is holding D. Litt degree may be recognized as post doctoral research advisor for D.Litt.
- 20.2 Any regular School member of school/department/college of the Dr. B.R. Ambedkar University Delhi who is recognized Ph. D. guide of the Dr. B.R. Ambedkar University Delhi and fulfills the criteria REGULATION 3.1(i) and (ii) of this ordinances may be recognized as post doctoral research advisor for D. Litt degree.
- 20.3 Hon'ble VC, on the recommendation of PDRAC/ RRC/ BUTR, may recognize any scientist/professional associated with a affiliated/recognized/approved institution by Dr. B.R. Ambedkar University Delhi, within the territorial jurisdiction of Dr. B.R. Ambedkar University Delhi and other School members from Nationally Renowned Institutions/Universities as a D. Litt advisor/co-advisor subject to fulfilling the criteria REGULATION 3.1(i) and (ii) of this ordinances.
- 20.4 Hon. VC, on the recommendations of PDRAC/ RRC/ BUTR, may recognize as a D. Litt advisor/co-advisor to any eminent scholar or eminent educationalist who has given his/her valuable, noteworthy, distinct contribution in the society and advancement of knowledge in the concern/allied area.

REGULATION 21: General Rules applicable:

- 21.1 The scholars shall follow the rules and regulations prescribed by the University from time to time, even if they are not included in these Ordinances. The University shall have the right to modify, change or add to the Ordinances, Rules and Regulations which shall be binding on the scholars.
- 21.2 The D. Litt scholars shall be entirely responsible for any duplication or plagiarism/academic dishonesty or piracy occurring in the thesis. In case any such acts are detected even after the award of the degree, the scholar shall be held accountable for the irregularity and this may even lead to cancellation of the degree. The decision of the University in this regard shall be final and binding on the scholar.
- 21.3 If any differences of opinion/dispute develop between the scholar and the advisor at any time during the course of the research work, the decision of PDRAC/ RRC/ BUTR in the matter shall be final and binding on the scholar and the advisor.
- 21.4 Notwithstanding anything contained in these Ordinances, all matters related to the candidates shall be governed by the rules and procedures framed by the Academic Council/ Executive Council/ Hon. VC that are in force at that point of time.
- 21.5 From the date when these Ordinances come into operation, all previous Ordinances on the subject shall cease to have effect. Provided that this revocation shall not affect the previous Ordinances so revoked or anything done or suffered under any previous Ordinances so revoked or affect any right, privilege, obligation or liability

acquired, arrived or incurred under any Ordinances so revoked.

- 21.6 Any doubt or dispute about the interpretation of these Ordinances shall be referred to the Vice-Chancellor, whose decision, in his capacity as the Chairman, Academic Council, shall be final.
- 21.7 The Vice-Chancellor may modify, amend and/ or delete any of the clauses given in these Ordinances or add any clause(s) to these Ordinances, to facilitate the pursuit of excellence in research, provided that any such modification, amendment, deletion, and addition shall be reported to the Academic Council at its next meeting for approval.